

Annual Report for Grants/University Relations Office

July 01, 2009 to June 30, 2010 Submitted by Jeanette C. Smith,
Grants/University Relations Officer

Major Accomplishments:

- Organizational: No changes.
- Personnel: No changes.
- Programs:

Grants: Eight written grant proposals totaling \$615,903 were submitted. The Library was awarded two grants totaling \$9,500. The "Library Grant and Gift Award" web page was updated, as well as the more detailed grants spreadsheet for the Library Administration. The Library faculty was regularly informed of grant announcements and opportunities for grantsmanship training, and an ARGIS (Academic & Research Grant Information System) workshop was given for Library faculty.

University Relations: The Library newsletter was distributed in electronic format to the Library and campus faculty and staff, and the statewide and regional library community through many electronic venues, reaching an audience of thousands. The newsletter continues to be well received. 250 color paper copies of both the Fall 2009 and Spring 2010 newsletters were printed and distributed to campus VIPs and major donors.

67 news releases were written, posted on the Library news web page and released through University Communications. Headlines for the most recent news releases were posted on the top page of the Library home page with a link to the Library news page for the current semester. Major news stories included the Library's Outstanding Outcomes Assessment Award, Library Snapshot Day, Library budget challenges, and a host of programs and special events.

Jeanette continued to chair the library wide Information Kiosk Working Group, now called the Library Show team. She created and contributed numerous slides and marquee messages to the kiosk. She incorporated the submission of PR information to the monitor as well as to the Library web site "Events" page into her PR routine. Four of the six members of the Library Show team created original videos that were shown on the monitor, including Jeanette, Liz Miller, Charles Stanford, and Alisa Gonzalez.

- Strategic Goals/Targets: The Grants/University Relations Office again met the objective of raising funds for El dia de los Ninos outreach programs with a Southwest and Border Cultures Institute grant award of \$2,000 to Mardi Mahaffy and Sarah Baker for the 2011 programming. It also met the objective of documenting organizational achievement by maintaining a chronological list of grant awards organized by fiscal year and making this available to the library administration. The same list organized alphabetically by agency is made available on the library web page.

Trends/Issues:

- Trends: The Library is complying with the campus trend toward replacing paper forms with electronic forms. The Grants/University Relations Office provided PI training on the University's ARGIS (Academic & Research Grant Information System), and it has incorporated ARGIS input into its grants routine. The Library uses ARGIS, as well as the GRID (Grants & Research Information Database) grant opportunity identification system.
- Issues: Dave Baldwin is handling PR and grants during the summer as a means of dealing with the issue of backup for Grants/University Relations. The issue of insufficient notice of programs and exhibits occurred. An application process for programs and exhibits was instituted to provide better notice of these events for everyone affected.

Significant Faculty/Staff Accomplishments:

- Presentations: Jeanette presented the Grantsmanship 101 workshop to three faculty members.
- Publications: Jeanette completed the manuscript of her book on the history of library humor. Library humorists Will Manley and Norman Stevens wrote introductions to the book. The manuscript was submitted for publication in December. Jeanette received a Dean's Research Award to assist with funding illustrations for the book, once it is accepted for publication.
- Other: Jeanette participated on a review panel for grant proposals for the national Improving Literacy Through School Libraries program of the U.S. Department of Education. As a reviewer, she registered on the department's new electronic grants system G5, and was trained in the use of this comprehensive grants management system.