Department Annual Report for   Systems

July 01,   2011   to June 30,   2012
Submitted by   Carol Boyse

Instructions:
- Deadline for submission is   July 13, 2012
- Submit no more than 2 pages.
- Use bullets.

Major Accomplishments:

- Organizational
  - Purchased and installed additional KIC public scanner in Zuhl Library, and BookDrive Pro book scanner and high-speed document scanner for digital project workstation.
  - Updated ILLiad and ContentDM.
  - Migrated press releases to WordPress.
  - Upgraded public and classroom PCs to Windows 7.
  - Provided setup support for Dona Ana, Carlsbad and Grants campus libraries as they moved to EBSCO Discovery service. Exported bibliographic and holdings records from Voyager and uploaded to EBSCO server.
  - Uploaded National Agricultural Library thesaurus to Voyager for use with agricultural document scanning project.
  - Supported library staff in transition to new NMSU email system.

- Personnel
  - Participated in search committees for Associate Dean (Carol Boyse, Teresa Roberts) and Department Head of Archives & Special Collections (Carol Boyse).
  - Served on Library Diversity Task Force (Teresa Roberts).
  - Attended Inventory Training, September 23, 2011 (Carol Boyse).
  - Attended ACANS Summit, November 18, 2011 (Carol Boyse, Teresa Roberts).
  - Attended NMSU Administrators' Retreat, December 15, 2011 (Carol Boyse).
  - Attended 2012 Strategic Planning Retreat, March 30, 2012 (Carol Boyse, Alice Granado, Chris Landt, Teresa Roberts).

- Strategic Goals/Targets
  - Developed web-based program, "The Store", to manage ordering and supplies inventory functions.
  - Worked with ICT and interior designer to ensure adequate networking in new Archives, Government Documents, and Technical Services spaces, and provided printers and computers where needed to support work needs. Assisted in physical relocation of equipment during moves.
  - Exported monograph records from Voyager for use by Sustainable Collection Services in developing collection management strategies.
  - Added NMSU-Alamogordo to ILLiad as satellite site.
  - Added Facebook, Twitter, YouTube, and RSS feeds to Library web site and helped maintain social networking sites.
  - Participated on OPAC Redesign Task Force and implemented first group of approved changes.

Trends/Issues:
- Implement approved changes to OPAC.
- Explore and implement multimedia projects including creation and editing of videos and interactive web interfaces.
- Explore and implement online giving and ecommerce solutions for Library web site.
- Relocate public scanners and copiers in Zuhl Library to allow installation of new café.
- Participate in planning for IPP Project. Maintain systems and networking support for Archives and Special Collections prior to and during construction.
- Implement Honor with Books web site.
- Facilitate development of ecasts and videos on Library web site.
- Finalize Digital Collections web page.
- Assist in transition to electronic theses and dissertations.
- Provide support on ContentDM as digital projects are developed.

Significant Faculty/Staff Accomplishments:
- Degree Completion

- Grants Awarded

- Presentations

- Publications

- Other (e.g. awards, etc.)