Department Annual Report for   Systems

July 01,   2013   to June 30,   2014
Submitted by   Carol Boyse

Instructions:
- Deadline for submission is   July 15, 2014
- Submit no more than 2 pages.
- Use bullets.

Major Accomplishments:

- Organizational
    - Developed Archives & Special Collections patron database
    - Configured and utilized ArchiveIt to capture and archive university web pages
    - Replaced existing library web forms with WordPress forms to reduce influx of spam
    - Created web page of available Archives & Special Collections publications
    - Purchased and configured new library public information display
    - Purchased and installed Atiz BookDrive Mini scanner for digitization projects, KIC station for ILL and Document Delivery, and SmartDock for public KIC station to allow downloads to mobile devices
    - Installed Mondopad in Dean's Conference Room
    - Provided staff support for transition in Branson to new IP-based phones

- Personnel
  Served on committees and task forces:
    - Search Committee for Special Collections Librarian (Carol Boyse)
    - Search Committee for Assessment & Data Management Librarian (Christopher Landt)
    - Search Committee for Communications Specialist (Teresa Roberts)
    - Task Force on a Future NMSU Library System (Carol Boyse)
    - Data Management and Assessment Work Group (Christopher Landt)
    - Communication Plan Task Force (Teresa Roberts)
    - Library U (Alice Granado, Teresa Roberts)
    - @NMSULibrary Team (Teresa Roberts)
    - Social Activities Committee Executive Board (Teresa Roberts)
    - Campus Webmasters Group (Teresa Roberts)

  Attended workshops:
    - ALA TechSource Workshop: Facebook in the Library: Enhancing Services and Engaging Users, July 17, 2013 (Teresa Roberts)
    - ALA TechSource Webinar: Using Twitter for marketing and outreach, August 8, 2013 (Teresa Roberts)
    - Partner Webinar on Integration of Adobe Connect with Canvas, August 27, 2013 (Teresa Roberts)
    - Archive-It Webinar/Training, September 5, 2013 (Carol Boyse, Teresa Roberts)
    - ExLibris Alma Demonstration, September 12, 2013 (Carol Boyse, Teresa Roberts)
    - Born Digital, October 24, 2013 (Carol Boyse)
    - Research Libraries Working Together: Making a Global Impact (OCLC), October 29, 2013 (Carol Boyse)

- Strategic Goals/Targets
  - Provided technical support for project to load NMCAL e-books into Voyager
  - Participated in technology planning for Zuhl Specialized Student Study Spaces
  - Developed purchase request form to receive suggestions for materials to add to library collections
  - Installed large-screen TV and computer in Domenici Conference Room
  - Provided technology support for Archives & Special Collections at completion of IPP project

Trends/Issues:
- Upgrade Voyager
- Migrate library web pages to new NMSU template design as appropriate
- Create backend database and input form for web-based statistics dashboard
- Work with Access Services to implement email-only notification system in Voyager
- Participate in planning for transition to electronic theses and dissertations
- Investigate methods to stream Library-owned music
- Implement Honor with Books web page

Significant Faculty/Staff Accomplishments:
- Degree Completion

- Grants Awarded

- Presentations

- Publications

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