

2015

Annual Report of the RISD Fleet Library 2014-2015

Fleet Library

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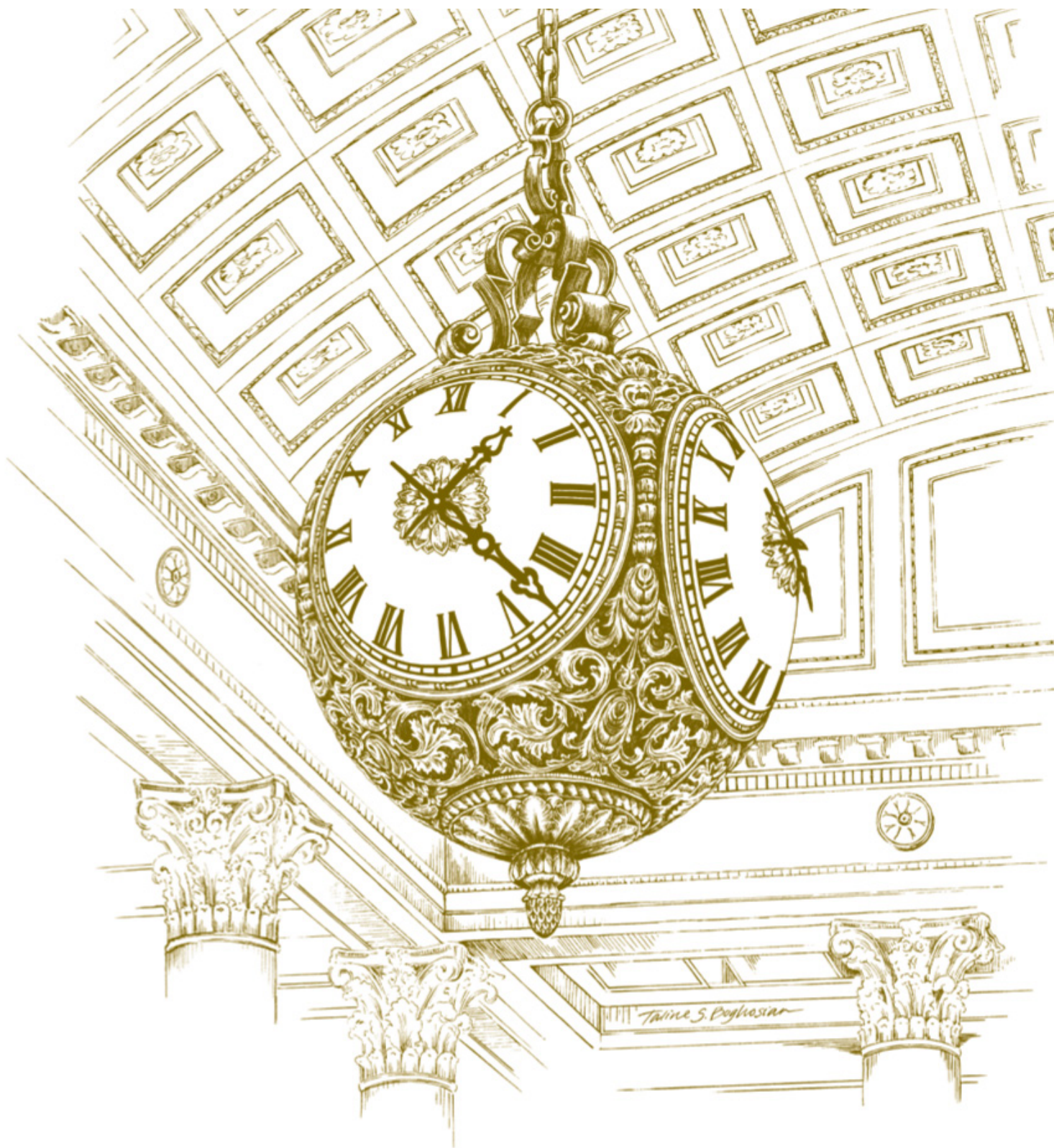
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The Fleet Library at RISD

2014/15

Annual Report of the RISD Library 2014/15

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Director's Annual Report 2014-15

Along with a number of special events and outstanding exhibitions, facilities projects and staffing transitions were prominent in the library this year. As evidenced in the reports that follow, much was accomplished. Of particular note was the first external program review of the library, involving a self-study and an onsite visit that was cut short by the first of many snowstorms over the winter.

Library Self-Study and External Review

With the campus gearing up for its ten-year NEASC/NASAD accreditation, the Library got a jumpstart on the process due to an impending external program review. The library director had requested a review on the basis that this had never been done for the library, and the ten-year combined accreditation visits had too much to review to focus very closely on the library. Scheduled for the end of January 2015, the site visit prompted the completion of the first draft of the self-study and the accumulation of a significant amount of background material.

The visiting team, from the University of the Arts, Saint Anselm's College and Brown University arrived at the end of January with predictions of snow on the way. Anticipating the snow, much of the schedule was compressed into the first full day, allowing the team to meet with all of the library staff, the Academic Commons directors, the Library Committee, the Deans, Provost and Vice-Provost as well as a number of faculty. The snow did arrive and the team spent the next day snowbound in a hotel, providing them the opportunity to complete the first draft of their report. While the overall impression was excellent, the team did make a number of recommendations for improvement, specifically in the areas of staffing, communication, outreach and assessment. These warrant further consideration during the year ahead. The library self-study continued to be developed through the work on NEASC Standard 7: Library and Other Information Resources.

Exhibits and Events

The Library continued its active exhibition program as noted in the Special Collections Librarian's report which follows. The three major exhibits: *Raid the Icebox* from the RISD Archives, *Album Cover Design*, and *Architectural Association Folios* from Special Collections, each garnered considerable attention; the album covers were featured in the *Providence Journal* and proved to be especially popular. Exhibits on the second floor included the 25th annual library staff show and the 1st annual Student Artists' Book Juried Contest. For the first time, cases were installed in the center of the first floor to display objects for the *Craft the Leather symposium*. These were also used for a pop-up exhibit in memory of the beloved professor and instigator of RISD's Wintersession cabarets, Szymon Bojko. For the second year, AIDS Quilts were hung in the balcony for World AIDS Day at the end of fall semester.

Special events included a fall conversation between Rosanne Somerson and *Metropolis* editor Susan Szenasy, and in the spring a talk by Carly Ayres sponsored by RISD STEAM Club. Once again the library hosted the "Spirit of a King" Gospel Concert for Martin Luther King, Jr. remembrance and celebration (170 in attendance). On February 18 the library was the site for the announcement of the appointment of Rosanne Somerson as RISD's 17th President, followed by a reception attended by 150.

A number of other RISD events were held in the Library, including Parents' Council luncheon, new faculty orientation, and a dinner for Trustees in May. The *Craft the Leather symposium* held a reception in the Picture Collection, and Global Partners and Programs hosted a dinner for guests from Musashino University in the Material Resource Center. The library again invited Providence Athenaeum members for a reception and tour. Touted as *Secret Fleet*, 135 students and faculty attended a spring evening of music and art in the library.

Architectural tours were given to the library's architect, Nader Tehrani and his firm NADAA, and potential clients, as well as visitors from GTECH, Roger Williams University, Providence College and Olin College. Classes came from Brown, UMass Dartmouth, Hopkinton High School, Paul Cuffee School and Wheeler School to see artists' books. A number of students used the library as a site for filming or installation projects.

Collections and Services

Summer 2014 was a busy time with focus on collection management: 4500 books and 1200 periodicals were transferred to storage, the Reference Collection was thoroughly weeded and shifted (900 volumes withdrawn or relocated), and more than \$2500 was spent on new editions. New shelving was installed for the video collection, expanding into the end of what had been the reference collection. The ACME video collection inventory was completed and work started on replacing VHS tapes with DVDs from that collection. About 100 flat folios were transferred to the first floor to two sections at the beginning of the oversize shelving in order to facilitate access to these larger books. 200 books missing in the 2013 inventory were replaced.

The library received funding and approval to acquire the *Digital Commons* software for an institutional repository, and a planning group of librarians and the directors of other Academic Commons areas began the development of RISD's site. Named *Digital Commons @ RISD*, the site was beginning to host RISD content by the end of June 2015.

New online resources offered this year include *New York Times Online* and the *Vogue Archive*. Streaming video is provided through *Kanopy*, and records for content in this collection were added to the catalog. Unlike other electronic resources, the payment model for *Kanopy* is based on usage; and reports (and invoices) made clear that this is a very popular service for faculty and students.

Gifts and Acquisitions

The library received an unexpected bequest this year of \$10,000 from RISD alumna, Kathryn Johnson (Painting 1941); the gift has been used to establish an endowed fund in her name for the library's general purposes; when vested, the director will have access to some discretionary funds for the first time. This now makes a total of twelve endowed funds for the library with a value of more than \$250,000.

Notable acquisitions of Special Collections and Artists' Books are listed in the following report. The library continued to receive a large number of gifts throughout the year. Among the most significant was a donation from Malcolm Gear for the Archive of Graphic Design and Illustration. Neil Ashar and Tim Finn continued their gifts of men's fashion and graphic novels respectively. Christopher Scholz donated a large number of architecture and design periodicals as well as 35 boxes of his impressive graphic novel collection. As usual a large number of books, auction catalogs and exhibition catalogs came from the RISD Museum.

Facilities

The College made a significant investment in the Library and 15 West in summer 2014 with more than \$100,000 spent to stabilize, caulk and paint the big windows. Following that work, not only the outside, but also the inside of the windows were cleaned. Scaffolding was set up in four different locations on the first floor in order to repair ceilings and walls following last year's water damage. A number of the big columns were repaired and conference rooms and classrooms were painted. In addition, the coffered ceilings at both the north and south entrances to the building were beautifully restored. The perimeter chandeliers were relamped with LED lights so we shouldn't need to bring in the lift for this for quite awhile.

Other capital projects included the quadrennial replacement of 31 iMacs, 6 laptops and 9 staff PCs. In addition the AV system in both classrooms was upgraded with a fixed podium; a flat screen with Apple TV was installed in the Macaulay conference room. Flat files were purchased for the Archive of Graphic Design and Illustration, and new shelves were added to the Reference area as that collection contracted to make way for DVDs. Two stools were added near the shelving for graduate theses.

A mysterious leak in Special Collections led to an evaluation of risk, and the Budget Office contributed to the purchase of canopy tops for those areas in Archives and Special Collections without protection from above. A complete overhaul and repair of the compact shelving units in Storage brought that area into better condition. In the middle of the year, the self-checkout station stopped functioning, and that was repaired with a new monitor late spring. The Technical Services area was repainted.

With a new scanner approved for Archives and Special Collections in FY16, a review of that space resulted in a number of furniture moves and acquisitions. The exhibit prep tables and supplies were moved from room 229 to room 218; the walnut tables under the scanning station were moved to 229, the Archive of Graphic Design and Illustration. New tables were ordered for the scanning station and the workstation nearby was extended to provide space for two people working in that area. New furniture, matching other staff furniture in the library, was installed for the Special Collections Librarian, and her old furniture found a home in a Museum staff office.

Staffing

Following last year's retirements of two librarians, Claudia Covert was appointed Interim Special Collections Librarian and Marc Calhoun was promoted to a term appointment as Catalog/Reference Librarian, both effective July 1. Ellen Petraits added Head of Reference to her responsibilities, and Alice Whiteside was hired as a part-time Reference & Instruction Librarian for the academic year. Without a Readers' Services Librarian, Gail Geisser reported to the Director; her job description was revised and title changed to Access Services Manager. Position descriptions for the three circulation staff were also revised. Jessica Lombardi continued as the circulation assistant through summer session 2014 in order to support our being open on Sundays. John Gambino's position was returned to fulltime, which was particularly helpful as Gail Geisser was out on planned medical leave through much of that summer. Susan Gifford was promoted to Senior Library Assistant, Technical Services, and her position then filled by RISD alumna Karen Amato. This year the library director returned to reporting to the Provost. After thirteen years in Visual Resources, Janet Grewer retired mid-June.

Professional Development and Activities

Librarians participated in conferences of the American Library Association, the Art Libraries Society of North America in Fort Worth, the Association of College and Research Libraries conference in Portland, OR, the Innovative Users Group meeting in Minneapolis, the College Art Association conference in New York, the Visual Resources Association conference in Denver, and the College Book Art Association in Claremont, CA. Following his involvement with the leather symposium at RISD, Mark Pompelia was given the opportunity to go to Tuscany to learn more about the craft of leather. Librarians and staff members also attended meetings, workshops and conferences at RISD, Bryant, Brown, Holy Cross, Smith, Hampshire College and Yale. Most of the staff attended Title IX and ALICE training on campus. Librarians taught a RISD Learns class to introduce library resources to faculty and staff. Details of staff activities appear in the reports that follow.

Library Director Carol Terry served on campus committees, including the Provost's Council, the Accreditation Core Committee, the Academic Commons Leadership group, and the Administrative Managers group. She was a participant in the Digital Learning Work Group, and an ex-officio member of the Instruction Committee and Curriculum Committee. She continues to chair the Library Committee and serve as liaison to Architecture, Landscape Architecture and the Apparel Design departments.

Carol travelled to Williamstown, MA in December with other members of the Academic Commons Leadership Group for site visits of MassMoca, the Williams College Museum of Art and the Clark Art Institute. She attended the ARLIS/NA conference and AICAD librarians meeting in Fort Worth. She participated in the Digital Repository Manager Certification Course for Digital Commons in Berkeley. She continues as treasurer of the Consortium of Rhode Island Academic and Research Libraries.

Conclusion

Although we have reported a decline in the circulation of books, the library continues to be a lively place of learning and inspiration. Books are browsed and returned to shelves, hence it is entirely likely that statistical reports under-represent their actual use and impact on students. The range of collections available to them is impressive and unique among our peer institutions. These physical volumes, images, archives and materials are joined by an increasingly significant virtual library; our work is to make the full range of resources known and accessible.

Goals this year include updating the library website, developing and promoting *Digital Commons @ RISD*, and advancing the teaching role of the librarians. We will revisit the report of the external review team, and respond to their recommendations, including but not limited to rewriting our mission statement. We look forward to the NEASC/NASAD team visit next April.

Carol S. Terry

Director of Library Services
August 2015

Significant repair work taking place in the historic main hall of the library.



Special Collections 2014-2015

Overview

Special Collections is a highly used resource at RISD and in the community, as shown by a rise in classes and items retrieved. It was the first year for the Special Collections Librarian, Claudia Covert. There was a collaborative effort on behalf of all Archives and Special Collections staff to make resources approachable and known to RISD. This was reflected in the Faculty Instruction Survey, "Claudia and Ariel make a great team. Claudia brings a dynamic new energy to the department." All of this made for a busy and exciting year!

Facilities and Equipment

The Special Collections Librarian approached Special Collections as a guest would encounter it. For example, while the Special Collections door needs to remain closed there were things done to make the entrance area more inviting. A ceiling light was moved to the Special Collections doorway to make the space brighter. The museum gave the Library a display case to add to the Special Collections lobby area. The case still needs work but will allow the department to display more items. A whiteboard was used for part of the fall semester with questions such as: "What department are you visiting on the 2nd floor today?" "What is your favorite item in Special Collections?" The whiteboard also advertised events such as the Wandering Book Artists' visit. Within the Reading Room, the Special Collections and Archives staff reviewed all forms and streamlined them (duplication request form, visitor register, and guest form). The Special Collections staff created a book display of reference items and current Graduate Theses. The display can be viewed from the door, and it can be browsed while patrons are waiting for items to be pulled.

On September 5, 2014 there was a leak in Special Collections. Several books were damaged and needed conservation work. Due to this leak the Special Collections librarian and staff reviewed the most valuable items and worked with Technical Services to make sure these all had enclosures. The staff also began regular checks in storage including checking the tops of canopies. Due to the work with Technical Services, the department started a spreadsheet of all of the preservation work being done and purchased more color-coded shelf markers for use when items are in mending and on loan. In May, more shelving canopies were installed to further secure the collections. An iPad was moved to the storage area, so staff can look up and check call numbers without having to run back to a computer in the Reading Room.

At the end of May, inventory was started. In June, the cleaning and reorganizing of Room 218 began. Exhibit prep will be moving from its current location in the Archive of Graphic Design and Illustration to Room 218.

Class Presentations and Collection Usage

It was a record-breaking year for classes: 119 classes visited Special Collections. In past years the average has been in the mid-80s with the exception of 2012/2013 with 105 classes. Once again, April was the busiest month with 27 classes.

The Special Collections instruction/appointment form was updated to include a checklist of items to do for every class and/or appointment, such as checking out and checking in items. This helps to ensure each step is done. LibCal was set up to book classes; this creates a calendar with all classes. The end result will be self-booking classes, allowing faculty to request class times online. Prior to a class, the staff utilizes the Special Collections/Artists' Books Class Presentations LibGuide to record a list of items being viewed by the upcoming class. Then the faculty member receives a link to this list, along with the general rules of the Reading Room. The faculty member is encouraged to share this email with their class. This new process has helped acclimate students with the rules and procedures, and on a few occasions, it appears students have looked at the list and researched some items on their own.

After a class, a class report is recorded in LibAnalytics. LibAnalytics allows the department to track usage and data. For example: classes/tours range from 15 minutes to 2.5 hours. April is the busiest month (27 classes) followed by March (17 classes) and September and November tie with 15 classes each. Wednesdays are the most popular day for classes to meet. 1pm being the most requested time.

At the end of each semester Special Collections sends faculty a four-question survey about their Special Collection class. The feedback (33 responses for 14/15) included comments appreciating our "detailed preparation", "excellent at sensing just how much history and detail my students could assimilate – they struck just the right balance". When appropriate "the opportunity to connect directly with unique resources in a hands-on and guided way." "You share a genuine enthusiasm", "students often referred to the books that they saw during the semester", important to "introduce students to primary sources".

Improvements to be made: "meet with you more in advance (as of June sending out emails requesting appointments during the summer for next year's classes.)" "Online access to these items with images. (when possible adding images to LibGuides also put in request for screen and laptop hookup in the Reading Room for 16/17)." "I dream of a way to view books that allows 20 students to see the pages of books up closely" (put in request for 16/17 for document scanner)."

Teaching in Special Collections is changing. Overall there has been a growing trend in the past three to five years, partly due to Digital Humanities, of an increase in instruction requests. For example the Beinecke at Yale taught 126 classes in 14/15 up from the previous year. Furthermore, Special Collections Departments

are shying away from “show and tell” methods. Staff are flipping the classroom and employing active learning strategies. To that end, at RISD the Special Collections has been, when materials allowed, teaching students to handle items and letting them explore the items on their own. Then leading discussions about what the students have learned, and allowing them to synthesize what they are seeing with other coursework. For example, for some classes the staff would talk in detail about two to three objects giving the students a structure in which to discuss their items. Then the class would be broken up into groups and each group shown an item. They would have time with the proper handling instruction to explore the item and discuss the item within their group and the class. The Staff would facilitate discussions with open-ended questions. Sometimes there would be dead silence and sometimes the staff would have to hold back a bit and help the students get to conclusions but often interesting interpretations happened and new ideas were brought to light.

Special Collections did a trial of evening hours Fall and Spring semesters. For Fall semester, Ariel Bordeaux shifted her hours and kept Special Collections open until 8pm on Wednesdays. The data revealed most

of our customers had left by 6pm. In response, the hours were shifted again for Spring semester, Ariel working until 6pm on Wednesdays and Claudia working until 6pm on Thursdays. Throughout the year Special Collections staff adjusted their schedules to meet demand for classes: Monday through Thursday nights and Saturdays for a total of 10 classes (two Monday nights, three Wednesday nights, and two Thursday nights, and three Saturdays). Due to the shifting of hours more students were hired so that Special Collections staff were not by themselves and could continue to leave the Reading Room to retrieve items for patrons and teach classes.

This year Special Collections received 119 reference questions that were recorded in Gimlet. Most of the questions (104) fell in the research or subject/topic category. The questions were generally 3s or 4s on the READ (Reference Effort Assessment Data) scale and taking an average of 30 minutes to answer.

There were 67 undergrad appointments, 16 graduate appointments and 23 faculty appointments. The busiest months were September, November, January, February, and April. 1pm and 3pm being the busiest time of day and Friday being the most popular day.

Teaching that utilized books from Special Collections. Such class visits reached a record number in 2014-15.



Outreach and Tours

Discussion between the Archives and Special Collections staff led to the creation of the 1st Annual Student Artists' Book Juried Contest and Exhibition. The contest was announced in February with an April deadline. All current students were invited to enter one book arts piece completed in the past year. In May the opening and awards announcement were held. Four cash prizes were awarded out of 43 entries. Paper Connection was our sponsor giving four \$50 gift certificates to each of our cash prizewinners. 44 students entered 43 pieces (one work was collaborative). There were 30 undergraduates and 14 graduates representing the following departments: Apparel, Architecture, Digital + Media, Foundation Studies, Glass, Graphic Design, Illustration, Industrial Design, Painting, Photography, Printmaking, and Sculpture. The entries range from zines to altered books to hand-made books and beyond. 86% of the entries were part of class assignments. The wonderful jurors had tough decisions to make. The Special Collections department was very fortunate to have Jan Baker, RISD Professor, Graphic Design, Macy Chadwick, Book Artist, and Brian Ulrich, RISD Assistant Professor, Photography as our jurors. The four winners' books will be entered into the Special Collections at the end of the exhibit: 1st Prize - Nabil Gonzalez for 1994, 2nd Prize - Scarlett Xin Meng for Modern Day Sisyphus, 3rd Prize - Sakura Kelley for OMIYAGE, Honorable Mention - Sophie Crowley for Jeanette Walls Artist Book. Student feedback was filled with thank you's for acknowledging the book arts work done at RISD. The week of the opening the Special Collections Librarian was approached by a potential sponsor for our next Artists' Book Contest. The department is looking forward to announcing the 2nd Annual Student Artists' Book Juried Contest and Exhibition in September 2015.

Ariel Bordeaux and Claudia Covert participated in the Library's Orientation on Sunday, September 7. They briefly introduced Special Collections and Archives. They had samples from each collection out for viewing.

With the Special Collections blog no longer linked on the library's homepage, Ariel and Claudia began looking at other social media platforms. While there have been several inquiries about posts on the blog, the department receives many scanning requests. Ariel experimented with using our images made from scanning requests and posting them on Tumblr.

For outreach and inspiration, Ariel, Douglas Doe, Andy Martinez, and Claudia had a field trip to Brown's Center for Slavery & Justice. A former Archives intern worked on the main exhibit at the center. Ariel and Claudia made fieldtrips to the Hay and Rockefeller libraries gathering information on exhibits, preservation, and digitalization.

Many outside groups continue to visit Special Collections. The following institutions were: Brown University (three classes), Hopkinton High School, Northeast Victorian Studies Association, Providence Art Club, Roger Williams University, UMass Dartmouth, Wheeler School,

Woonsocket High School, UCAP, and Paul Cuffee School. 70% of these groups came to see Artists' Books.

Acquisitions and Collections

We have been very fortunate that since 2009 the Rhode Island Audubon Society loaned their copy of *The Viviparous Quadrupeds of North America* by John James Audubon and the Revd. John Bachman to us. It is a beloved resource that the Board of the Rhode Island Audubon Society decided to sell in June. It is expected to be picked up this summer from Special Collections and sold at Skinner in the fall.

Selected Additions to Special Collections:

A selection of pop-up books including:

- *Excentric City* by Béatrice Coron
- *Madame Sonia Delaunay* by Gérard Lo Monaco
- *Freedom: a fable* by Kara Elizabeth Walker

A selection of photography books including:

- *Harry Callahan and his students: a study in influence* [exhibition] by interviews and statements compiled and edited by Louise E. Shaw, Virginia Beahan and John McWilliams; Essay by Louise E. Shaw
- *A Field Guide to Snow and Ice* by Paula McCartney
- *Ramya* by Petra Stavast
- *Entre Entree* by Stephan Keppel
- *Pictures of Hell* by Mark Ruwedel
- *Blisner, IL* by Daniel Shea
- *Volunteer* by Paul Seawright
- *Sequester* by Awoiska van der Molen
- *NZ library. Set 1.* by Nazraeli Press
- *Negative space in handmade paper: picturing the void*
- *Larger than line: from the big sketchbooks of Mattias Adolfsson*
- *Graphics standards manual / New York City Transit Authority* [facsimile]
- *Housing the airship / Architectural Association*

Selected Additions to the Artist Book Collection:

- *Burn Book #17* by Austin Straus
- *Pixies, Where Is My Mind* by Eckhard Froeschlin
- *Balzaculator* by Angela Lorenz
- *A Dictionary Story Book* by Sam Winston
- *Channel and Flow* by Sarah McDermott
- *Problems of Description in the Language of Discovery* by Katherine Coles
- *Honey B Hive* by Jessica Spring
- *Hello My Name is, Lexicon, & The Inactivity Book* by Celeste Fichter
- *Hours* by Heather Watkins
- *Redbook Redux* by Miranda Maher
- *Ocean Wave. #1* by Thomas Parker Williams
- *fabrik* by Linda Welch
- *Change* by Dr Bob Pliny
- *Moonset Cordiero* by Kyoko Matsunaga
- *Paper Dolls* by Shotwell Paper Mill
- *Another Twenty-Six Gas Stations* by Gregory Eddi Jones
- *Sheets* by Jessica Spring
- *4,582 Stars* by Aaron Krach
- *A Shift in Perspective* created by the members of the

collaborative group Shift-lab [Katie Baldwin, Denise Bookwalter, Sarah Bryant, Macy Chadwick and Tricia Treacy]

- *Conversation* by Macy Chadwick
- *Concoctions 6: The Spice Series* by Islam Aly
- *The Diabolical Evolution of the Chicken* by Laura Laden-dorf
- *The Square, Al Midan* by Islam Aly

Visiting book artists this year included: Richard Minsky, The Wandering Book Artists': Peter and Donna Thomas, Dolores Connelly, Tatana Kellner of Women's Studio Workshop, Sheryl Oppenheim, Sarah McDermott, Macy Chadwick, and Judy Gelles (guest critic for a class). Booklyn and Vamp and Tramp. Selected faculty were invited to meet the artists and view the books.

Claudia met with Jan Baker and Bob Garzillo about how to process and catalog Jan's students' books. Following the agreed upon cataloguing and processing Bob is about half way through Jan's donation. It has been very exciting to see these books become searchable in the catalog and being used more in classes and appointments.

Exhibitions and Loans

Exhibitions:

- RISD Screen Prints: Posters & Prints from the RISD Archives. June 13 - Sept 26, 2014. Curated by Laurie Whitehill Chong and Claudia Covert
- Andy Warhol's *Raid the Icebox* - Archival Materials.

Sept 27 - Dec 23, 2014. Curated by Andrew Martinez.

- *Jackets Required: 40 Years of Album Cover Design*. Jan 7 - March 27, 2015. Curated by Robert Garzillo.
- *Stuff We Make* - The 25th Annual Library Staff Art Show. Fleet Library at RISD, 2nd Floor. April 6-April 30, 2015. Curated by Ariel Bordeaux and Susan Gifford.
- Architectural Association *Folios: A Companion Exhibit* to the RISD Museum's *Drawing Ambience*. Fleet Library at RISD, 1st Floor. April 13 - August 2, 2015. Curated by Claudia Covert.
- 1st Annual Student Artists' Book Juried Contest and Exhibition. Fleet Library at RISD, 2nd Floor. May 6 - July 6, 2015. Awards & Exhibit Opening May 6 at 6:30pm. Curated by Claudia Covert and Ariel Bordeaux.

As of September 2014, all exhibits have a curator's talk. The library staff and select group of faculty and staff are invited for a tour and talk about the exhibit. Generally these last about 30 minutes. Since January 2015 a LibGuide has been created for every exhibit. This allows related content to be posted that is not on display. The Exhibit Advisory Committee was formed in Fall 2014. This group has the goal of setting exhibits one year in advance. Also the group decided to split the two library exhibit spaces into different cycles. 1st floor has three to four exhibits a year, while the 2nd floor has six two months exhibits a year. One of those two-month slots is the library staff art show.

Artists' books on display for a class visit to Special Collections.



Loans:

- *Drawing Ambience: Alvin Boyarsky and the Architectural Association*. Nine of the Architectural Association's portfolios located in Special Collections were loaned for the Drawing Ambience exhibit that opened at the Mildred Lane Kemper Art Museum in St. Louis and then traveled to the RISD Museum.

In conjunction with Brown, the Athenaeum, and the Providence Public Library, RISD Special Collections put together the exhibit on unicorns at the Hay: The Unicorn Found: Science, Literature, and the Arts. Five volumes from RISD are in the exhibit.

Donations

Selected donations:

- *Ornamental Arts of Japan* donated by Saul Radin
- *Strokephone* donated by Christine Kermaine
- *Conceptual Alphabet* donated by Angela Lorenz
- *My Book House* donated by Philemon and Judy Sue Goodwin Sturges

16 more volumes belonging to Julian Peabody were transferred from the RISD Museum to the library's Special Collections. The collection now consists of 166 volumes.

Artists' books, exhibition catalogs, and pamphlets from Ruth Fine, by way of Jan Howard (Curator Prints, Drawings and Photographs) were also donated to Special Collections.

Staff

Ariel Bordeaux researched zines in libraries this year while putting together a zines proposal for the RISD Library. She led the exhibit advisory committee meetings. She attended the Rhode Island Independent Publishing Expo and Yale Book Arts Fair. She also received several requests from students and faculty to present zines in classes and appointments.

Claudia Covert led the ACRL Arts Publications and Research Committee. She moderated two discussion forums and oversaw the creation of three ArtsGuides. Claudia joined the College Book Art Association and attended their meeting in California in January. She also joined the Rare Book and Manuscript Section and attended their conference in California in June. She joined the John Russell Bartlett Society and connected with the American Printing History Association – New England Chapter. Claudia attended the American Library Association in California in June and attended Yale Book Arts Fair in December.

Claudia Covert
Special Collections Librarian
August 2015

Archives

Research and Use of the Collections

The Archives staff answered 287 reference requests during the year, representing 320.25 hours of research time using the collections. Topics included: many requests for images from the landmark Andy Warhol exhibition of 1969-70, *Raid the Icebox I*; alumna Francesca Woodman (BFA Photo 1979); former Museum Director Alexander Dorner (1938-1941); information on the Museum's collections and past exhibitions; material and information for the Campus Master plan group; architectural plans for numerous RISD buildings, including the President's house at 132 Bowen Street; information on former students to supplement Registrar records, including course descriptions for alumni seeking professional credentials; the origins and evolution of past policies; images and information for former faculty; and information on former trustees. Our research supported articles published in *Mousse Magazine* (*Raid the Icebox*), *The New York Times* (President's House), *The Providence Journal* (former President Lee Hall) and forthcoming projects including *Audubon* magazine (Edna Lawrence Nature Lab), plus media projects for PBS (alumna Kara Walker) and an independent film on Rhode Island women artists.

The Archives hosted at least 232 on-site researchers and 12 classes from several departments: Continuing Education (1); History of Art + Visual Culture (1); Illustration (1); Photography (5); Printmaking (1); and Teaching + Learning in Art + Design (1). The Archives worked with a graduate seminar taught by two RISD Museum curators, Sarah Ganz Blythe and A. Will Brown, focusing on the artist as curator--highlighting *Raid the Icebox I* with Andy Warhol--and also hosted students from a Brown University class on the history of museums, taught by Steve Lubar. Archivist Andrew Martinez worked one on one with a grad student, Andre Bradley (Photo), who wished to incorporate archives into his MFA thesis project, meeting him several times in the Archives as well as viewing work in his Fletcher Building studio. What follows is a statistical break down of the different user types who used the collections remotely and in person:

Reference Requests & Registered Researchers

College Admin + Staff	124 (43%)	035 (15%)
Museum Staff	048 (17%)	017 (07%)
Faculty	019 (07%)	015 (06%)
Students	015 (05%)	125 (54%)
Alumni	011 (04%)	007 (03%)
Non-RISD	071 (25%)	023 (10%)
Brown	001 (0.5%)	010 (04%)

Records Accessioned

The Archives accessioned 62 groups of physical records totaling approximately 83 linear feet (103.75 cubic feet) as well as 3,023,971,142 bytes of digital material, some of it transferred directly to the Archives

server and other stored on portable media. Noteworthy accessions include: files from the Contemporary Art curatorial department; banners that once decorated the Museum's World War II Canteen galleries; class work and degree projects for Photography and Printmaking; student material created by Seth MacFarlane (FAV); silk-screened posters by former faculty member (and agitator) Art Wood (Printmaking); works on paper by alumna and former faculty Edna Lawrence; film footage from an unfinished documentary on former faculty John Howard Benson; information-rich Career Services records used to assist alums with post-RISD job placements (currently closed as per FERPA policies); materials from the Technicians' strike; posters and ephemera for events throughout the year; and digital images from RISD's Media office. The Providence Handicraft Club has deposited their Tynietoy papers—documenting their doll house and the replica miniature furniture business of RISD alumna Marion Perkins—in the Archives and a volunteer from the club, Alice Beckwith, has been processing the papers under the Archivist's supervision. The collection includes furniture drawings and designs, some which were done by Sydney Burleigh, as well as photographs and sales catalogues.

Donors of materials to the Archives this past year include Stephan Brigidi, Jeannette de Beauvoir, Rebecca Miller, and the Providence Handicraft Club.

Collections Processing

Douglas Doe, Associate Archivist, Simmons College intern Monica McTighe, and volunteer Rachael Juskov processed 48 linear ft. of records this past year, mostly Museum records using the principles developed by the Philadelphia Area Consortium of Special Collections Libraries (PACSCL). This system surveys collections and records the minimum information required by DACS. A new FileMaker Pro database has been set up and will be adapted to Encoded Archival Description (EAD). 20 records series have now been processed using this method. Work-study students Joanna Cortez and Annika Berry worked with the poster and video collections respectively.

106.5 linear feet of "less vital" records were transferred to basement storage and the shelves in Archives second-floor storage were outfitted with canopy tops to protect from dust and possible overhead water hazards.

Original materials from the Archives in the fall exhibit documenting the 1969-70 museum exhibition, *Raid the Icebox I with Andy Warhol*.



Additional Activities

Andy Martinez conducted oral history interviews with Alba Corrado (alumna and Foundation Studies faculty), Wil Yoder (alum and Professor Emeritus, Architecture) and David Macaulay (alum and former faculty in Foundation Studies and Illustration). A 1980's, silent, 8mm film created by former faculty Al DeCredico of several Foundation Studies classes at Tillinghast Farm was borrowed and digitized for our collections and preservation work was begun on Francesca Woodman's BFA Photo degree project to reattach and stabilize the 20-plus elements that make up this frequently requested and viewed piece. The Archives contributed material to the EHP exhibition that was in Woods-Gerry during the fall and created an impromptu exhibit commemorating Szymon Bojko, (Liberal Arts, RISD Cabaret) who passed away during the year. The fall Library exhibit was of original archival material from the Raid the Icebox I with Andy Warhol exhibition of 1969-1970. Andy contributed an article to the Museum's Manual journal and conducted several iterations of his historic tour of the RISD campus. Andy served on the Instruction Committee, Academic Policies Subcommittee, and an Architecture Faculty search committee. He was the Rhode Island Key Contact Liaison for the Society of American Archivists. Andy attended the two-day Lost Museums symposium at Brown University in May.

Douglas attended the two New England Archivist NEA meetings: Fall -Newport, RI; Spring – Boston. He also attended an Institute of Museum and Library Services workshop: Preserving Digital Objects With Restricted Sources at Smith College. Doug continued his service as RISD Staff Council's Vice-Chair and was a member of the RISD Health Care Committee.

Andrew Martinez
Archivist
August 2015

Reference + Instruction

Staff Changes

There have been significant changes in the Reference Department this past year due to librarian retirements. Ellen Petraits was appointed Interim Reference Department Head in July 2014 when Claudia Covert (formerly Readers' Services Librarian) was appointed Interim Special Collections Librarian. The Readers' Services Librarian position is being reviewed. As a temporary measure, a part-time Reference Librarian position was advertised and applicants were interviewed. Alice White-side joined the library staff in September 2014. Alice most recently worked at Mount Holyoke College as a Librarian and Information Technology Consultant. She has been an active member of the Art Library Society of North America since 2011.

In July 2014 Marc Calhoun was appointed Catalog/Reference Librarian for a three-year term. One third of Marc's time is allotted to Reference and Instruction. Marc has been on staff since 2004, received his Master of Library Science degree in 2009 and has been doing part-time reference work and sabbatical replacement library instruction since 2010.

Reference

Reference librarians and student Reference Assistants answered a total of 1,494 reference questions this year (717 directional, 439 Subject/Topic, 192 technical). Ellen, Marc, and Alice had a total of 97 research appointments: Graduate (34), Undergraduate (38), and Faculty (21).

Recording Instances of Research: Cultivating a Culture of Assessment in Professional Practice. As part of our adoption of the ACRL (Association of College and Research Libraries) Framework for Information Literacy in Higher Education, we incorporated the six concepts identified in the Framework into our workflow for capturing reference question statistics (using the Gimlet Reference query software). Librarians can now tag questions and research appointments by Framework concepts. The six frames are: Authority Is Constructed and Contextual, Information Creation as a Process, Information Has Value, Research as Inquiry, Scholarship as Conversation, and Searching as Strategic Exploration. Tagging questions is a way to record the presence of threshold concepts in each research interaction. Incorporating the frames into the librarians' existing work of recording individual interactions gives them a way to assess and reflect upon current Reference practices.

Instruction

This year we continued to offer our full range of library classes despite being short staffed (with one full time and two part-time instruction librarians; we usually we have two full-time and one part-time instruction librarian). We taught a total of 58 classes and workshops reaching over 1,120 students. Of these 12 were graduate

level classes, 44 were undergraduate, 2 were for RISD staff. 18 Art History 102 library classes were taught during the Spring semester.

Ellen introduced the Graduate Library Instruction Program to the Graduate Program Directors this year. Graduate library instruction is a tailored progression of 10 Research Guides designed to meet and support a diverse set of studio-based research needs for those starting in their first year and progressing into their second (and in some cases, third years) of their program. See risd.libguides.com/gradstudies.

Research Guide topics are: the Psychology of Researching, Artists' Writings, Information Management Tools, Perception and the Senses, Art & Design Research, Create a Research Plan, Literature Review, Art and Design Research Ethics, Image Captions: How to Cite an Image, and the Master's Thesis.

One goal of the program is to introduce all first year graduate students to the extensive library research sources and services while they are in the critical exploratory phase of investigating topics which will become the focus of their thesis or degree project. Working together, Marc, Alice and Ellen were able to introduce the suite of graduate instruction guides to 11 of the 16 departments' first year students.

Library Instruction Assessment

Assessing our teaching (to improve our delivery)

This year, we adopted a self-evaluation form and peer evaluation approach to assist us in improving our teaching practice. Instruction librarians complete the self-evaluation after each class, and each librarian receives at least one peer evaluation (with a colleague sitting in on a class and giving feedback) per semester. We also introduced a short survey we distributed at the end of the AH102 classes to capture students' reception of the class, asking them to identify something they learned, an area they have questions about, and how relevant the library class was to their art history research paper assignment.

We also send a post-instruction survey to all faculty who brought their students in for a library class. Sent towards the end of the semester, this survey captures the faculty member's opinion of how the library session impacted their students' work. In Fall 2014, we received 9 responses to the faculty post-instruction survey. For the question, "How would you rate the impact of the instruction session on your students' work?" 5 faculty members noted significant improvement and 3 listed some improvement. One respondent said she was unable to answer the question, adding "However, I can say it was an excellent presentation and appropriate to the material covered." For Wintersession, one faculty member completed the survey, indicating significant improvement to students' work. In the Spring semester, we had 7 responses; 6 indicated significant improvement and 1 noted some improvement to students' work.

Assessing student learning (to improve our strategy)

As the next step in our programmatic approach to library instruction, we are developing learning goals for beginning, intermediate, and advanced levels. Using the ACRL Framework for Information Literacy in Higher Education and the ARLIS/NA (Art Libraries Society of North America) Information Competencies for Students in Design Disciplines, identifying the goals we have for RISD students will allow us to more strategically target our instruction efforts. One departmental goal is to begin the task of curriculum mapping (by department) to identify authentic entry points for scaffolded library instruction in each department's course offerings. In addition to the learning goals, we are developing a shared rubric to use when we attend critiques for studio courses that included a library research component. This tool will help us to systematically and authentically capture how successfully students are integrating library research skills in their art and design work.

Technology and Collections

LibGuides

As of February 2015 the Library migrated to the LibGuides CMS. The previous landing page for the guides is being redesigned and will debut in time for the start of classes in September. The guides were viewed 44,129 times this year during 25,867 sessions. The LibGuides homepage was viewed 3,638 times.

eBooks added to RISD/ATH Catalog

Robert Garzillo, Technical Service Librarian, Marc Calhoun, and Ellen have worked throughout the year to load and test eBooks records in the online catalog. A full upload of records was done during the summer. Some technical glitches still need to be resolved. The Ebsco Academic eBook Collection of over 140,000 titles are now searchable and visible in the RISD/ATH Catalog.

Outreach and Promotion

Art + Feminism Wikipedia Editathon

On Sunday March 8, Alice and Ellen hosted a Providence satellite event in the Library's main reading room as part of the International Art + Feminism Wikipedia Editathon. Alice applied for and received funding to cover refreshments for the event. She also did the legwork in making contacts with the event organizers. The event was organized to address Wikimedia's gender gap by encouraging women to become contributors. Worldwide, the event included 1500 participants in over 75 locations in 17 countries on four continents. Participants created an estimated 400 new articles and improved an estimated 500 articles. At RISD, undergraduate and graduate students, RISD faculty, RISD museum curators and area artists were among the 20 people who participated. Two Boston-based wikipedia editors were on hand to offer their support and expertise. Article additions were completed for Gina

Pane and Edna Lawrence. Faculty interest in the event brought new awareness and local connections to the historic feminist project, WAC (Women's Action Coalition) and resulted in the creation of a new article for professor Ann Fessler's film, *A Girl Like Her*.

First Floor Book Displays

To expand the range of first floor library user experience and to raise awareness of books in the circulating collection, monthly thematic book displays were exhibited on the stadium seating throughout the academic year. The books were drawn from the 1st floor's circulating collection with the exception of the Folio collection which is Library Use Only. The following displays (in chronological order) were created: RISD Folios, *The Uncanny: From the Subversive to the Sublime*, Artists' Sketchbooks and Journals, Maps & Mapping, *Color: Theory, Terminology, and Symbolism*, Artists' Writings, the Sullivan Memorial Poetry Collection, and American Comics. Many of the book displays highlight already existing Library Research Guides, notable collections, or campus-wide topics of interest. Between 100-200 books were displayed each month; on average 70-85% of the books were checked out from each display. Library users browsed the displays and lingered in a space that had previously been vacant and passive. Displays were easily moved or relocated when special events warranted the use of the stadium seating. Ideas for displays are solicited from library student assistants and staff. All library users are encouraged to add their favorite books to existing displays.

Summer Hours Review

1st Floor Observational Study of Summer Library Use

In Summer 2014 the library began offering weekend hours on Sundays 12-6pm when classes were in session.

As part of studying user experience (UX) on the first floor of the library, we created a qualitative observational study of how the library is used in the summer. The data gathered from the study will be used to help determine future summer library hours needs and to learn more about how people use the library. The growing field of user experience in libraries expands the traditional notion of quantitative data collection as the primary means of recording library usage and evaluating the library's worth. Our study records the number of people engaged in the following behaviors: Asking for help, Reading, Using a RISD computer, Using their own laptop/tablet/iphone, Printing, Scanning, Copying, Browsing, Socializing/Leisure/Sleeping, Sketching, Viewing dvds, Viewing exhibitions. Daily gate counts are also recorded. Data was gathered unobtrusively by library staff using an online form on an ipad during their usual hourly walk-arounds. We conducted the study for six weeks on a MWF - T/TH alternating schedule. Counts were done on each Sunday the library was open. All numbers (behavioral and gate count) were consistently lowest on Sundays. The Summer Observational Study will be repeated to gather comparative data over time.

Books from the stadium seating exhibition, *Color: Theory, Terminology, and Symbolism*, on view in the main library as part of the monthly revolving display program.



Staff Activities/Professional Development

Marc Calhoun Catalog/Reference Librarian; see the Technical Services Report.

Research & Instruction Librarian Ellen Petraits attended ARLIS New England chapter meeting at Hampshire College in October 2014, the HELIN conference on January 14, 2015 at Bryant University, and the ACRL Conference in Portland, OR in March 2015. She participated in the ACRL Immersion Practical Management for the Instruction Coordinator program. Ellen concluded her participation in the year-long ARLIS/NA Career Mentoring Program where she mentored a mid-career art librarian.

Reference & Instruction Librarian Alice Whiteside attended the ARLIS New England chapter meeting at Hampshire College in October 2014 and the ARLIS/NA Annual Conference in Fort Worth, Texas, in March 2015. The annual conference concluded her participation in the year-long ARLIS/NA Career Mentoring Program, in which she focused on leadership skills and early career transitions. Additionally, at the conference in Fort Worth, Alice moderated the panel New Voices in the Profession, completed her service as chair of the Education Subcommittee (Professional Development Committee), and was appointed chair of the Professional Development Committee.

Ellen Petraits
Research & Instruction Librarian
August 2015

Access Services

The first floor of the library was open on Sundays during summer session 2014. One circulation supervisor and one student worked the 12-8pm shift. Also, during the summer, Gail Geisser, Circulation Manager, was out on medical leave. Stephen, Mark and John, each performed some of the circulation manager's duties during this time. Jessica Lombardi was hired part-time to work Sundays and one night a week during this time. Claudia Covert, Readers' Services Librarian, became interim Special Collections Librarian on the retirement of Laurie Whitehill Chong. Alice Whiteside was hired part-time to work reference and instruction. Gail Geisser, who reported to Claudia, now reports to the director.

LibGuides. The library was upgraded to LibGuides 2.0 in January. As a result, all online forms created the previous year need to be redone, as they did not transfer over. Once the forms are redone, they will then go live on the library's website.

RISDbucks. More students used RISDbucks this year. Besides paying library fines, RISDbucks is used for all printing and copying in the library and on campus.

Circulation. Circulation numbers continue to drop, from 58,037 to 54,431. The biggest drop was the in-house use count, from 35,325 to 21,592. Due to the fact that the Self Check Out was not working for part of the year, those numbers are down. Scanning on the KIC – face up scanner also continued to drop; again, the machine was down a few times during the year. In inter-library loan, the numbers of items RISD loaned stayed the same from last year, 557. However, the number of items RISD borrowed doubled from 253 to 552. The gate count was lower this year by about 20,000: 160,492 compared to 182,306 from last year. At the request of some staff members, Gail implemented printed date due slips on a month trial period. Patrons were given the choice of the printed date due slip or having the book stamped. The majority of staff, patrons and Prov. Aethnaeum staff did not like the printed receipts. The printing of date due slips has been removed.

Student Workers

The library employed 43 student workers in circulation and shelving this past year. In May, circulation lost 7 of the students to graduation and shelving lost three. Once again, the library hosted a Student Worker Event; a meet and greet for all library student workers and staff. In May, the library hosted an Ice Cream Social for all student workers who were graduating. Those who attended enjoyed it.

Staff

John Gambino, Senior Library Assistant, Circulation + Reserves

In addition to his work with Reserves, John unpacked over 4,000 DVDs in the ACME collection, transferred them to the original cases, and listed them

on a spread sheet. He also participated in RISD's ALICE training, Library Staff Art Show and contributed to the exhibit "Jackets Required: 40 years of Album Cover Design". John has attended two presentations on possible new systems: Ill Sierra & OCLE WorldShare Discovery and ALICE training

Mark Sweeney, Senior Library Assistant, Circulation + Stacks

In addition to his day-to-day duties, Mark finished the selection and processing of 5000+ volumes to be sent to storage. Mark performed several duties of the Circulation Manager while on medical leave. Mark also participated in ALICE training and continues being a member of the RISD Winter Gathering Planning Committee.

Stephen McCaughey, Senior Library Assistant, Circulation + Serials

Stephen moved 448 periodicals to storage along with helping Mark move books to storage. Stephen continues to volunteer for the Artists Ball and MLK event in the library, along with special events held after hours. He is an active member of risdReady, participating in safety meetings and training, including ALICE. Stephen received a RISD Recognizes Service nomination for his willingness to work during snow days this past winter. He also received his 25 year service pin.

Gail Geisser, Access Services Manager

This year Gail revised 4 job descriptions for the department. Some had not been revised for 10+ years. Gail's job title was changed from Circulation Manager to Access Services Manager to reflect the duties she performs. Gail trained the circulation staff to do some of her duties while on medical leave summer 2014, and nominated them for the RISD Recognizes Team Service Award. Gail attended two presentations on possible new systems: Ill Sierra & OCLE WorldShare Discovery and ALICE training. She also attended webinars on circulation/reserves and on the new WorldShare ILL, which switched from FirstSearch in fall. Gail volunteered to work the MLK event with Stephen and participated in the Library Staff Art Show. Gail continues to work with student accounts on delinquent students. She received a Make Your Mark this spring. Gail continues to be involved with the Access Services Interest Group (ASIG) of the Association of College and Research Libraries – New England (ACRL-NEC) and co-chaired two conferences this year.

Gail Geisser
Access Services Manager
August 2015

Technical Services

This past year featured major changes in personnel in the Technical Services department. Marc Calhoun began the year as the library's Cataloger / Reference Librarian. Marc's main focus within the Technical Services department is the cataloging of DVDs, graduate theses, and digital media formats. After a job search, Susan Gifford was promoted to the position of Senior Technical Services Assistant, Cataloging. Karen Amato, a RISD Alumna and former student assistant in the department, was hired in late September to fill Susan's former position as Technical Assistant.

Acquisition numbers for purchased books and media were for the second year in a row down slightly, with approximately 25 less books and 300 less DVDs purchased. The large decrease in the number of DVDs acquired was largely due to the library's acquisition of approximately 4400 DVDs from the former Acme video/DVD rental store and the library's subscription to Kanopy, a video streaming subscription service. Gifts received and retained, and replacements all saw increases again this past year. Cataloging numbers for the year were similar to the previous year with a decrease of about 50 titles cataloged, although the number of original catalog records increased by over 25%. The increase in original cataloging was in part attributable to a gift of RISD student book works all donated by faculty member Jan Baker. Notable gifts received during the past year included former faculty member Malcolm Grear's gift of books, catalogs and periodicals designed by his design office, Malcolm Grear Designers, Inc. This collection is presently housed in the Graphic Design Archive. Two other large collections were received from the Estates of Pearl Nathan and former University of Rhode Island faculty member Theodore Napora. The RISD Museum again sent the library hundreds of books and exhibition catalogs. Alumnus Tim Finn continues his generous support of the library's graphic novel and comic book anthology collection with another 79 volumes received.

In October Robert loaded over 4200 bibliographic records from Kanopy, a video streaming service. An additional record load from Kanopy was added during the academic year. Also that month Robert worked with Backstage Library Works, a vendor contracted to provide updated authority control records for our online catalog. This was the first time since 2009 that our database was checked against current authority records for name and subject heading changes.

During the beginning of 2015 Robert began creating original cataloging records for the previously mentioned RISD student artists' books donated by faculty member Jan Baker. So far over 160 titles from the first year of her "Printed Books" class in 1981 to 1993 are cataloged in OCLC and in our local catalog.

In January, Robert curated and installed a RISD Library exhibition, *Jackets Required: forty years of album cover design*, held January to March 2015. The exhibition was well received by students, faculty, and RISD staff as well as the general public and received coverage on the Our RISD blog and in a review written by Bill van Siclen in the Providence Journal. The exhibition included 100 cover designs from 1940 to 1980 by noted graphic designers and artists and some accompanying catalogs from a few of the designers/artists represented in the exhibition.

In June Robert created a local load profile in Millennium in order to load eBook records from EBSCO or other vendors of electronic titles. This table will also be useful for loading bibliographic records for titles from Kanopy.

Robert serves as the subject liaison to the Glass, Jewelry and Printmaking departments. He serves as the library liaison to the RISD OIT department, Innovative (III) and OCLC, and continues to serve as treasurer of the RISD Faculty Association. Robert participated in the Academic Commons meetings during the past year and exhibited artwork in the annual library staff exhibition. He attended the Innovative User's Group annual conference held in Minneapolis, Minnesota and the annual HELIN conference at Bryant University. He participated in the OCLC webinar, *Library Linked Data in the Cloud*.

Marc Calhoun cataloged 150 RISD graduate theses and the bulk of nearly 900 DVD titles added to the collection. The number of DVDs cataloged was over twice the number cataloged during the previous year. Marc attended the annual ARLIS/NA conference held in Ft. Worth, Texas and participated in two webinars: *From MARC to BIBFRAME*, an introduction, presented by ALCTS; and *Make the most out of your eBook workflow*. Marc serves as the library liaison to the Foundation Studies; History, Philosophy, and Social Science (HPSS); and Sculpture departments. He attended the Academic Commons meetings, and participated in the annual RISD library staff art exhibition.

Susan Gifford began her first year as Senior Library Assistant, Cataloging. She participated in two OCLC cataloging webinars and attended the ALICE training classes held on campus and in the library. Susan is serving on the newly created Library Exhibition Committee; she also co-curated, installed and participated in the annual RISD library staff art exhibition.

Elaine Robinson, Senior Library Acquisitions Assistant, is sorting through the large Langmuir gift in storage. She contacted a local used book dealer and RISD Alumna who purchased a large number of un-needed gift books received by the library. Elaine assisted as usual in the Library's annual book sale held Alumni/Parents weekend. Elaine volunteers as a cataloger and archivist at the Old Colony Historical Society library in Taunton, Massachusetts and in a similar capacity at Smith's Castle and Cocumscussoc Association in North Kingstown where she also serves as a Trustee.

Karen Amato began work as our Technical Assistant during the past year. As previously stated Karen was an exceptional student employee in the department for several years during her time as a RISD student in the Illustration department. Karen assisted Robert in creating and designing the poster for the *Jackets Required* exhibition. Prior to returning to RISD Karen was employed part time at the Providence Art Club installing and monitoring exhibitions and digitizing materials from the Art Club's archives.

Robert Garzillo
Technical Services Librarian
August 2015

Visual + Material Resources

The academic year of 2014–2015 has been a period of continued achievement and growth for the collections in the Visual + Material Resource Department in the library.

Among the noteworthy accomplishments:

- ACME video store DVD acquisition processing begun with 25% completion
- Doubling of video storage
- Kanopy video streaming platform introduced with staggering results (among the highest in the entire company)
- Physical inventory and re-arrangement of items in Graphic Design and Illustration Archive
- Completion of the IMLS materials grant with all grant products submitted to federal agency and public documents disseminated
- Materials database back-end completed and tested
- Materials collection as the site of over one hundred discrete space reservations (classes and campus- and library-related events)
- Stabilized and some increased statistics for Picture Collection usage
- Creation of image collections within ARTstor's Shared Shelf platform with some on the open Web via the Shared Shelf Commons
- Creation of image galleries for the Digital Commons @ RISD institutional repository
- Doubling of image storage
- Massive expansion in the number of digital images provided via subscription

Video Collection

The DVD Collection saw an addition of 135 titles this year with 172 discs (due to multi-disc sets), down from 384 and 695 titles the previous years. Of those, 67 were requested by faculty (123 the year before). Decreases in collection development and requests are largely due to the great strides made in processing the ACME video purchase and the implementation of the Kanopy streaming video platform. Replacements due to loss or damage totaled 12 (39 the year before). The library received donations of 224 DVDs and 4 VHS tapes and added 132 and 2, respectively.

Collection development continued mainly in the areas of independent cinema and documentaries, with titles focused on ethnic, cultural, and racial diversity, gender, science, history, globalization, and the environment including nature and food ecologies.

The library continued to receive donated DVDs that were purchased and screened by the RISD Museum.

The library began to process the DVD and VHS collection the school had purchased from ACME Video, a College Hill independent video store known to many faculty. The 4400 DVD titles were inventoried in summer 2014; this list was shared with all faculty to prioritize items or sections for addition to the library's catalog. In total, 1046 titles were added; of these, 235 were replacements for titles in worse condition; and 140 were added as second copies for high-use titles. An inventory of the 1400 VHS tapes included in the purchase is being performed in summer 2015.

In summer 2014 the library purchased additional storage space to allow for the previous allocation of 1TB to increase to 2TB. Digital video files created during all previous years were moved to their new location and organized by library department and call number. New digital conversion of videotapes was largely put on hold except for faculty request.

After a thorough trial period the previous academic year of two different streaming video platforms, the library licensed the Kanopy streaming video platform and collection under its Patron Driven Acquisition (PDA) model, which exposes all of Kanopy's thousands of academic and cinematic titles but withholds any fee until a title is viewed by the patron. With this model, RISD is spared from the costly licensing of content it may never use. MARC records provided by Kanopy were added to the RISD library catalog. According to Kanopy, RISD's statistics are remarkable among its clients: 1,037 visits to 4,991 pages (nearly 5 pages per visit) that resulted in 1,901 plays with an average of 40 minutes per play. During the timeframe of this report, a total of 84 licenses resulted. Attesting to this success, Kanopy recently asked whether they could include RISD's usage statistics in an academic paper they will present in the coming autumn.

Material Resource Center

The Institute of Museum and Library Services (IMLS) Leadership Grant awarded to the RISD Library saw completion in the first half of the academic year: all reporting and grant products were completed and submitted by the end of the one-year extension. This included an extensive White Paper that has been globally downloaded 38 times as of June 30, 2015 from the Library's page on the Digital Commons @ RISD repository. The library redirected leftover grant funds toward the development of a back-end materials database in partnership with Harvard University's Graduate School of Design. Working with a local developer, the GSD-RISD team adapted their metadata scheme to create a working cataloging platform for materials collections. A subsequent and database-related IMLS grant application was submitted but not awarded.

The MRC benefited from the assignment of a graduate research assistant from Architecture to seek out current and innovative materials and to help with direct outreach to faculty. Physical organization and signage were updated and the exhibition areas of the collection were changed to emphasize different aspects of the collection. The two large material donations from the previous year were processed with samples added to the permanent collection or given to students for their own use.

The MRC continued its subscription to Active Matter from Material Connexion whereby a quarterly shipment of fifteen innovative materials is added to the permanent collection. These items, along with the Inventables donation, are the highest circulating materials in the collection. As can be expected, materials with innovative properties or design are highly appealing to students.

Since the collection had effectively doubled each of the years from its founding in 2009, this trajectory could not continue in 2014-2015. Instead, a greater effort to develop the collection strictly through faculty and class requests was made. Similarly, the collection was weeded while being counted.

Historic and current collection development totals (Active Matter and Inventables quantities, 230 and 134, respectively, are not included):

The MRC circulated 1,897 materials (2,987 the year before, 2,296 two years ago, 970 three years ago, and 275 four years ago) to 1,572 patrons (1,145 the year before, 762 two years ago, 159 three years ago, and 64 four years ago).

The MRC was reserved with 117 discreet bookings for events, classes, and meetings (up from 111 and 67 the years before): 19 campus-related for alumni, student, and outside groups; 26 for meetings and seminars; and 72 for academic gatherings based on divisions and departments.

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Metal	51	125	453	738	826	523
Glass	11	39	424	697	769	1220
Wood	705	1022	1613	2173	2621	2012
Composites	22	436				
Tiling	1690	1882	541	762	959	1456
Textiles	1246	1649	5919	8739	15148	9391
Paint	463	463	4103	4480	5128	1181
Plastics	87	176				
Mineral			723	1119	1355	575
Carpet			369	420	684	684
Bio-composite			875	1533	1681	1799
Polymers			3572	5532	7240	9085
Animal						4122
Total	4275	5792	18592	26193	36411	32048

Graphic Design and Illustration Archive

The Graphic Design and Illustration Archive moved considerably further toward its goal of becoming a valuable teaching collection. Picture Collection Supervisor Alecia Underhill developed the GDIA database via training on Lynda.com regarding Filemaker layouts and populating the database to now contain 1,963 records. The entire Malcolm Greer Archive has been inventoried. She continued with RISD Graphic Design Critic Doug Scott to identify and process more material from the Dick Jones Archive. The Polish Posters Collection also saw progress this year. On the physical side, materials were organized into archival boxes.

Picture Collection

The major achievements in the Picture Collection over the past year were the addition of several folders of images to the Pinterest page; processing a massive donation of magazines; and a large weeding project of the “Persons” section of files. Annual statistics are:

- Number of clippings borrowed: 27,553 currently (21,379, 25,282, 34,292, and 38,527 previously)
- Number of folders checked out: 6,147 currently (4,911, 5,085, 6,629, and 7,643 previously)
- Number of patrons: 3,189 currently (977, 1,545, 1,768, and 2,088 previously)

The Picture Collection was the site of three large-scale events: luncheons for the Division of Liberal Arts and for prospective graduate students in the Department of Architecture, and an opening reception and gallery space for the international exhibition *Craft the Leather*.

Slide and Digital Image Collections

With the completion of the academic year, all remaining slides in library storage were removed from that valuable space, were evaluated, and nearly all discarded. Slides removed from the collection totaled 10,423 for the year (of those, 709 were used and kept by one professor).

Digital image cataloging: 1,345 images (1,636, 2,899, 2,968, and 3,741 previously) from 54 orders (64, 104, 91, and 103 previously) requested by 17 faculty (9, 23, 17, and 32 previously). The slight drop from earlier numbers reflects a decrease in faculty-requested scanning but also a staff focus toward data cleanup in to prepare for migration to ARTstor Shared Shelf.

The RISD Digital Image Database (RDID) had 749 registered users, compared to 727 last year, 650 two years ago, 695 three years ago, and 563 four years ago. In the move to ARTstor Shared Shelf this summer, RDID was decommissioned at the end of June 2015.

RDID totals for locally produced collections (total 22,808):

- Visual Resources Library: 19,539
- Archives-RISD Posters: 360
- Artists’ Books: 517
- Dazzle Print Collection: 538
- John Hendrix English Gothic Collection: 639

- Loeb Design Science: 163
- Manual Representation: 130
- Raid the Icebox: 28
- RISD Buildings and Open Spaces: 359
- RISD Faculty Gallery: 211
- RISD Public Collection: 93
- RISD Student Gallery: 90
- Ruth Laxson Artist Book Archive: 141

RDID totals for remotely shared collections (total 521,343):

- Art Images for College Teaching: 2,918
- Battles and Leaders of the Civil War: 106
- English Architecture: 648
- Historic Art and Architecture Illustrations: 297
- Historic Posters (1880-1918): 162
- Madison Art Collection: 1,035
- NASA Image eXchange: 516,122
- Tenniel Civil War Cartoons: 55

VRC staff provided training in the use of ARTstor, RDID, scanning, PDF creation, and social media to 13 faculty (12, 13, 20, and 17 the previous years).

Library Image Subscriptions (total: 13,199,500—6,251,858 the previous year, and 4,323,930 two years ago)

- AP Images: 4,600,000
- Art Museum Image Gallery: 165,000
- ARTstor: 1,900,000
- Berg Fashion Library: 8,500
- Bridgeman Education: 640,000
- Britannica ImageQuest: 3,500,000
- Cinema Image Gallery: 217,000
- Coloribus Global Advertising Archive: 2,000,000
- COPA Commercial Pattern Archive: 40,000
- Getty Research Institute Open Content Program: 10,000
- Oxford Art Online: 19,000
- Visual Arts Data Service: 100,000

Library Digitization Assets (approximately 1.1TB)

- Architecture: 414 items
- Archives: 1,278 items
- Materials: 57 items
- Nature Lab: 558 items
- Reader Services: 1,521 items
- Special Collections: 1,994 items
- Visual Resources: 58,623 items

Staff Accomplishments

Visual + Material Resource Librarian Mark Pompelia was invited to speak on the topic of RISD’s expanded model of visual resource collections and service at the annual conference of the Art Library Society of Australia-New Zealand in Auckland; continued as liaison from the Visual Resources Association to the College Art Association and coordinated the VRA-sponsored session at CAA in New York City; organized and moderated a session on visual literacy at the VRA annual conference in Denver; spoke on recent progress of the RISD materials

collection at Association of Architecture School Librarians in Toronto; organized and moderated both the meetings of the Visual Resources Division and the Materials Special Interest Group at the ARLIS/NA annual conference in Fort Worth, where he also delivered the annual treasurer's report at the Society's business meeting. Lastly, he was invited to be tutor to a student in the Craft the Leather international exhibition program representing RISD as one of only two US school sent to San Miniato to learn the time-honored vegetable tanning leather process (the 2014 Craft the Leather exhibit traveled to RISD and was staged mostly in the Fleet Library).

VRC Assistant Anne Butler volunteered to staff the annual Library Book Sale during RISD By Design Weekend and participated in the annual RISD Library Student Works Social. She attended a RISD Learns workshop titled Managing Change.

Digital Imaging & Cataloging Specialist Janet Grewer assisted with the annual Library Book Sale and exhibited work in the annual Staff Art Show. After 13 years at RISD, she retired in June.

Picture + Materials Collections Supervisor Alecia Underhill participated in the annual RISD Alumni Art Sales during RISD By Design in the holiday season. She also participated in the Library Staff Art Exhibit and at ArtProv, a Providence gallery, attended a plein air painting workshop and the same Managing Change workshop, and painted theatre sets for the Bradley Playhouse in Putnam, CT.

Mark Pompelia
Visual + Material Resource Librarian
August 2015

Pieces from the international exhibition, *Craft the Leather 2014*, on display in the main library and in the Picture Collection. RISD was one of only two US schools invited to participate.



Library Statistics 2014/2015

	06.30.13	06.30.13	06.30.14	06.30.14	06.30.15	06.30.15
RISD Library Collections	Titles	Volumes	Titles	Volumes	Titles	Volumes
Main	93,077	100,771	93,271	100,914	94,330	101,857
Storage	6,183	9,899	8,802	12,766	10,793	14,934
Circulating Collection subtotal	99,260	110,670	102,073	113,680	105,123	116,791
Reference	2,487	3,307	2,490	3,298	1,886	2,553
Periodicals	1,513	16,724	1,535	17,106	1,536	17,535
Current titles (print)	331		330		324	
Volumes in storage		6,968		7,727		8,198
Special	11,226	14,870	11,775	15,512	11,916	15,702
Periodical volumes in Special		2,950		2,958		2,980
Artists' books	1,515	1,569	1,546	1,597	1,678	1,727
Archives, inc master's theses	2,186	2,299	2,387	2,500	2,596	2,703
Special Collections subtotal	14,927	21,688	15,708	22,567	16,190	23,112
Total printed collections (cat.)	118,187	149,439	121,806	153,693	124,735	157,011
Auction catalogs (uncat,storage)	18,067	18,067	18,894	18,894	19,093	19,093
Institutional Archives		2893.5 cu.ft.		2959.5 cu.ft.		3063.25 cu ft
Archives of Graphic Des & Illustration						81 linear ft.
RISD Records in online catalog	128,353	154,718	133,000	159,821	144,814	164,217
Total Records (including Athenaeum)	217,287	254,579	222,180	260,505	236,018	266,842
Slides	53,288	53,288	51,300	51,300	40,877	40,877
Lantern slides	22,050	22,050	22,050	22,050	22,050	22,050
Clippings	492,696	492,696	493,314	493,314	494,259	494,259
Mounted reproductions	19,625	19,625	16,524	16,524	15,941	15,941
Maps	1,927	1,927	1,927	1,927	1,927	1,927
Postcards	19,401	19,401	19,401	19,401	19,401	19,401
Posters	2,320	2,320	2,518	2,518	2,520	2,520
CD-ROMS	107	108	105	106	104	104
Videos, DVD's, discs in books	4,751	6,252	5,092	6,665	5,311	6,723
Sound/music cd's	147	248	145	245	145	245
Vinyl LP's (storage)	206	206	206	206	206	206
16 mm films (storage)	189	197	189	197	189	197
35mm films (storage)	240	1,470	232	1,355	232	1,355
Microforms	16	1,855	16	1,855	16	1,855
Material samples	20,683	26,193	30,000	36,411	28,000	32,048
Architectural models	6	6	6	6	6	6
Total non-print collections	637,652	647,842	643,025	654,080	631,184	639,714
Dictionaries/Encyclopedias/Reference	15	15	22	22	22	22
Digital images (local coll)	1	19,827	7	21,463	13	22,808
Image databases	7	5.365 million	7	6.25million	19.8 million	19.8 million
E-books (Full Text Reference books)	3	1,039	6	1,426	1,624	1,674
E-books (via subscription, not in cat)	119,000	119,000	138,200	138,200	143,200	143,200
E-books (purchased/cataloged titles)	9	9	12	12	12	12
Periodical Abstracts/Indexes	14	20,000+ jrnls	14	20,000 jrnls	14	28,000 jrnls
Full-text journal articles	9	9543 jrnls	10	14,750	10	12,912
Electronic journals	15 publisher	1207 titles	16 pub.	651 (deduped)		679
Electronic Resources	35 paid subscriptions		40 paid subscriptions		40 paid subscriptions	
	15 provided by State		9 provided by State		9 provided by State	

Circulation	2010/11	2011/12	2012/13	2013/14	2014/15
Books/periodicals	55,536	48,999	46,438	40,533	38,589
Nonprint(CDs, CD ROMS,VHS, DVDs)	7,579	7,017	6,692	5,355	4,740
Renewals	13,063	12,272	13,365	10,910	9,863
In-house Circulation	35,210	43,004	38,611	35,326	21,592
Reserve materials	3,449	3,397	2,925	6,322	2,250
iBooks (Mac laptops)	774	1,165	1,388	1,105	1,181
Slides	3,639	245	0	0	0
Clippings	38,527	34,942	25,253	21,379	27,553
Folders requested	7,643	6,629	5,085	4,911	6,147
Mounted reproductions	975	939	416	403	393
Material samples	275	970	2,296	2,987	1,897
KIC stand scanning	97,741	115,303	101,981	134,758	60,881
Retrievals of Limited Access Materials					
Special Collections (books + periodicals)	1,684	1,013	1,867	1,418	2,291
Artists' books	1,646	1,057	1,829	1,535	1,906
Volumes from storage	93	118	133	156	112
Use of electronic resources					
Database searches (13/14- with integrated search)	298,323	329,018	420,080	n/a	900,568
Full text retrievals	49,776	50,491	56,557	45,218	45,766
E-reserves (item views)	0	0	0	10,776	1,116
Library website visits	n/a	na	106,672	76,849	64,476
Borrowing outside RISD					
Athenaeum material by RISD patrons	2,844	3,148	2,651	2,738	2,436
Brown material by RISD patrons	3,950	3,618	2,933	2,254	2,178
Interlibrary loan (loaned/borrowed)	493/214	567/224	458/247	557/253	552/411
Registered Borrowers					
RISD students (degree program)	1,804	2,362	2,385	2,426	2,402
RISD students (Cont. Ed. , Special Studies)	116	59	81	61	88
Faculty/Museum Curators/Fac spouse	396	326	389	409	503
Staff, docents, trustees	111	132	139	148	152
Alumni	143	183	153	131	117
Memberships (exc. CE, noted above)	10	13	11	13	10
Brown Univ. students	223	195	127	154	121
Brown Univ. faculty/staff	8	16	1	11	18
Non-institutional (CRIARL)	6	6	5	8	2
Total registered borrowers	2817	3292	3291	3361	3413
Security gate count	163,760	185,833	196,093	182,306	162,392
Registered guests (who sign in at desk)	422	419	292	289	179
Researchers in RISD Archives	170	181	212	184	177
Researchers in Special Collections	500	446	438	380	419
Students and visitors in the Picture Collection	3,956	3,695	3,181	2,815	3,189
RISD students borrowing @Brown	678	n/a	229	458	458
Slide Collection : Faculty	27	20	5	5	0
RDID (RISD digital images) registered users	563	695	650	727	749
Material Collection borrowers	64	159	762	1,145	1,572
Reference + Instruction					
Reference (subject inquiries)	759	1,100	1,141	1,178	589
Individual research appointments					97
Archives reference (does not include onsite)	162	236	246	281	287
Instruction(Classes/workshops): groups	48	81	73	78	58
students	830	1,646	1,143	1,448	1,120
Tours/orientations: groups/students	11/561	2/390	3/536	7/564	2/514
Class presentations of Artists' Books	45	47	58	50	74
Class presentations of Special Collections/Archives	38	41	47	36	45
students in these presentations	1,308	1,327	1,640	1,351	1,924
Individual appts re Artists' Books/Sp Coll	116	59	198	100	113
Digital image training in VRC (mostly faculty)	17	21	13	12	13

Book/Media Acquisitions	2010/11	2011/12	2012/13	2013/14	2014/15
New book titles purchased	2,336	2,558	2,605	2,171	2,253
New video titles purchased	222	453	522	384*	135
New volumes/discs purchased	2,596	3,074	3,127	2307/487	3271/172
Gifts/Exchange items received : Books, Cats., Per.	11,000	5,557	5,290	5,380	5,511
Gifts/Exchange retained as of June 30	1,082	1,308	959	1,374	1,378
Replacements (books/discs)	153	150	130	96/39	197/12
Total	3,831	4,532	4,216	4,303	5,030
				*+5800 fr Acme	
Budget					
Books					
Operating budget (actual expenses)	\$71,028	\$86,180	\$68,778	\$79,433	\$90,648
Revenue from fines, bills	\$23,447	\$19,532	\$18,066	\$19,954	\$13,425
Booksale income	\$1,687	\$4,225	\$1,974	\$2,653	\$5,597
Restricted funds	\$7,153	\$13,397	\$7,557	\$15,868	\$16,681
subtotal (books)	\$103,315	\$123,334	\$96,375	\$117,908	\$126,351
Average price/book	\$41.51	\$45.54	\$35.24	\$52.01	\$51.57
Electronic resources	\$52,216	\$60,416	\$61,095	\$71,564	\$80,708
Serials (print)	\$38,054	\$39,881	\$41,549	\$42,170	\$40,197
Videotapes/DVDs	\$11,834	\$12,783	\$14,104	\$11,793	\$13,672
Funds from Liberal Arts, FAV, Acad Affairs	\$0	\$700	\$0	\$19,000	\$0
Slides + digital images from vendors	\$0	\$0	\$0	\$0	\$0
Material samples	\$15	\$2,338	\$2,227	\$2,078	\$2,496
Total materials expenditures	\$205,434	\$239,452	\$215,350	\$264,513	\$263,424
Other operating expenses	\$90,356	\$91,435	\$102,195	\$103,294	\$114,491
Salary and Benefits	\$1,514,818	\$1,514,353	\$1,558,545	\$1,643,782	\$1,553,332
Total expenses	\$1,810,608	\$1,845,240	\$1,876,090	\$2,011,589	\$1,931,247
Capital budget	\$119,625	\$31,530	\$12,388	\$62,048	\$84,884
Processing					
Items processed	5,483	5,418	5,161	4,983	4,827
New titles cataloged	4,215	4,258	4,008	4,002	3,946
New volumes cataloged	4,519		4,448	4,209	4,234
Gifts cataloged	1,094	1,174	1,190	1,503	1,130
Serials cataloged (09/10- inc e-journals)	20	17	16	20	19
Digital titles added to catalog	0	0	1,039	426	7,944
Volumes withdrawn	222	389	721	691	588
Volumes in storage	24,974	32,900	35,798	40,348	43,274
Bindery: Books/Periodicals	137/314	150/224	121/203	153/184	69/241
In-house mending	481	402	309	306	96
Binders/enclosures (conservation)	264	156	356	280	236
Binders/Vistafoil (new books)	611	634	346	355	315
Slides accessioned	0	0	0	0	0
Slides withdrawn	17,558	77,592	20,066	1,988	10,423
Digital images scanned	3,741	2,968	2,899	1,636	1,345
Material samples added	1,517	12,800	7,601	10,218	4,559
Clippings added	5,170	4,258	5,444	5,267	5,930
Clippings withdrawn	5,299	6,979	3,438	4,649	4,985
Posters added	18	24	0	198	2
Video titles added (tapes/dvds)	18/273	0/453	0/695	0/384	2/1313
CDs & DVDs cleaned/repared	77	32	40	35	22
Archives/Spec. Coll. Scanning	186	106	106	78	137
Archives accessioned	51/66.75LF	53/96LF	65/98LF	48/61LF	62/83LF
Archives processed (linear feet)	18.0	108.5	30+	54	48
Reserves (physical items)	1,450	1242	1,492	1,335	1,221
Reserves (e-reserves proc by library)	0	0	0	209	177
GDIA items catalogued				775	1,216

SELECTED DONORS of Books, Periodicals, DVDs & Other Things

Adam Mickiewicz Institute	Pearl Nathan Estate
Neil Ashar	Nazraeli Press
Jeannette De Beauvoir	Providence Handicraft Club
Robert Berger	Robin Quigley
Stephen Brigidi	Pamela Quinn
Claudia Covert	Saul Radin
Ned Dwyer	RISD Museum of Art
Ruth Fine	Carla Saufler
Tim Finn	Robert Schnare
Brian Goldberg	Christopher Scholz
Malcolm Grear	Douglass Scott
Maria Hambourg	Colgate Searle
Honorable Cordwainers' Co.	Benjamin Shaykin
Dee Immonen	Carol Strohecker
Christine Kermaire	Judy Sue Goodwin Sturges
Krzysztof Lenk	Maria Tulokas
Angela Lorenz	Susan VanderCloster
Roger Mandle	Dianne K. Weaver
Mary Rose McGowan	Kay Whitcomb
Rebecca Miller	Laurie Whitehill
Theodore Napora Estate	Stephen Yoken

LIBRARY STAFF

Karen Amato	Technical Assistant, Cataloging
Ariel Bordeaux	Sr. Library Assistant, Special Collections
Anne Butler	Visual Resource Center Assistant
Marc Calhoun	Catalog/Reference Librarian
Claudia Covert	Special Collections Librarian
Douglas Doe	Associate Archivist
John Gambino	Sr. Library Assistant/Circulation + Reserves
Robert Garzillo	Technical Services Librarian
Gail Geisser	Access Services Manager
Susan Gifford	Sr. Library Assistant, Technical Services
Janet Grewer	Digital Imaging & Cataloging Specialist
Andrew Martinez	Archivist
Stephen McCaughey	Sr. Library Assistant/Circulation + Serials
Ellen Petraits	Research & Instruction Librarian
Mark Pompelia	Visual + Material Resources Librarian
Elaine Robinson	Sr. Library Assistant, Acquisitions
Mark Sweeney	Sr. Library Assistant/Circulation + Stacks
Carol Terry	Director of Library Services
Alecia Underhill	Materials + Picture Collections Supervisor
Alice Whiteside	Reference + Instruction Librarian
Anne Bulin	Technical Support (OIT Staff)
Alice Beckwith	Archives volunteer
Rachael Juskov	Archives volunteer
Monica McTighe	Archives intern
Jessica Lombardy	Circulation assistant (pt/summer 2014)

