Narrative Summary of the Year's Activities

A. Core Processes

Core processes in the Chemistry Library include services such as reference, circulation, and maintaining the library for patron use. Persons involved in these services include the entire library staff: librarian, graduate assistants, classified staff, and students. Access to our collections, in all formats, is also a core process involving the entire staff. Accessibility involves physical space (shifting, weeding, lighting, shelving, temperature control, and equipment maintenance) as well as virtual space (electronic databases, journals, web sites, and digital delivery of every kind). This past year, activities in these areas included selective weeding of monographic sets, and shifting and cleaning of shelving areas in monographs, reference, and all periodicals (due to the expansion that took place in 1999). In collections, chemistry’s electronic journal collection was added to the library-wide database, our web site was updated again this year (nearly continuously), and a three-month journal use study was conducted from January to March, 2000. The Chemistry Library continued to provide access to and support for SciFinder Scholar and Beilstein. We also continued to maintain and support electronic (and print) reserves for all 300 level and above chemistry courses.

B. Training and Staff Development

During the past year, all staff members were encouraged to attend library-sponsored training sessions. Those attended include DRA workshops, DRA Stuff-Sessions, and divisional staff meetings. Initial training of graduate assistants (hired August 1999) was conducted at the beginning of the fall semester, with mentoring continuing throughout the year.

C. Innovative Ideas, New Initiatives

FY01 will be the third year the Chemistry Library has offered online reserve materials to students taking 300 level and above chemistry courses. We provide scanning and mounting of tests, notes, video, or any materials requested by the instructor, including copyrighted articles. Along with the Library Science Library, this initiative served as a model for this year’s Electronic Reserves program at the Undergraduate Library.
Measurement, Evaluation and Assessment Activities

Continual measurement of library services and resources has been part of the Chemistry Library since 1987. We collect data on library acquisitions (by subject, by fund), copier counts, head counts, shelving, reference questions, manual charges, and new book use (by week, by unit, by borrower status, by subject, by fund). These data are collated monthly and annually and are used for different purposes. For example, patron count data were used this year to document Summer Term II after-5 p.m. attendance. We noted that the average number of persons in the Chemistry Library after 5 p.m. dropped from 2.3 (1998) to 1.8 (1999) to 1.3 (thus far in 2000). These numbers were used to show faculty that opening after 5 p.m. during Summer Interim was not a cost-effective use of funds. We will be extending hours just prior to fall semester based on faculty and graduate student requests.

Measurement of journal use within the Chemistry Library is now conducted every two years, and most recently took place January through March 2000. Previous studies were done in 1988, 1993, 1996, and 1998. As predicted, use of print journals in 2000 was down compared to previous years. However, we were able to document a very high number of electronic journal uses, which, when combined with print uses, showed an increase in total use of 118% over 1998. Without the addition of electronic use data, use of the print collection fell by 31% between 1998 and 2000. The chemistry librarian and the chemistry library graduate students are writing an article about the 2000 journal-use study.

Public Relations and Promotional Activities

A number of initiatives for promoting the chemistry library were accomplished in FY00. First, the chemistry librarian has been added to the orientation schedule for School of Chemical Sciences (SCS) incoming graduate students. A 30-minute introduction to library electronic resources will be given during their fall orientation. Second, a display of rare chemistry books was mounted in the Special Collections and Rare Book Library, curated by chemistry faculty Greg Girolami, Vera Mainz, and chemistry librarian Tina Chrzastowski. Third, the chemistry library’s graduate assistant for user education continued to promote the library through web pages, instructional materials, bulletin boards, and personal contact. And, as in previous years, outreach included many user education sessions conducted for SCS classes. Over 500 students received instruction or orientation during FY00.
**Involvement with Other Units**

As previously mentioned, an exhibit, “From Alchemy to Chemistry: 500 years of Rare and Interesting Books” was mounted in the Special Collections and Rare Book Library in March 2000. Collection negotiations with other units continued this year, focussing on the overlap biochemistry forms between the Chemistry and Biology Libraries. The librarians from both libraries met with Biochemistry’s Department Head to discuss library issues. Environmental science collection discussions continued in FY00 between numerous fund managers holding and purchasing materials in this interdisciplinary area. And, as in previous years, the Physical Sciences and Engineering division continued their commitment to discuss issues of mutual concern at their bi-monthly meetings. We are presently working on intra-library student worker training sessions.

**Goals and Planning**

A. Last Year’s Goals in Review

Goals for FY00 focussed on both the Chemistry Library’s physical space and its collections. The top priority was reconfiguring the collection following the new space added in May 1999. Reorganizing the entire collection and shifting each book and periodical took longer than expected. The full shift was completed during summer 2000.

The goal for collections is always a balanced budget. Projections for FY00 found it would be necessary to make serials cancellations totaling $20,000 - $25,000 in order to meet the balanced budget goal. A recommended cancellation list was created in September and distributed to all SCS faculty and PSED Libraries. Following negotiations and based on the recommendations of the SCS Library Committee, 18 titles were cancelled totaling $25, 410.00. Four new serial titles were added in FY00. The budget ended the year “nearly” balanced, overspent by only 1.4% on a budget totaling over $550,000.

Continued space planning was also foremost among last year’s goals. Meetings were held with SCS and Library Administration and Development to discuss remodeling the Chemistry Library. Donors for the project were identified and a project proposal was finalized.

Measuring journal use within the Chemistry Library is now conducted every other year. 2000 was a “journal-use study” year, and the data collection took place from January to March. Data analysis began in May.
B. Goals for the Coming Year

A number of goals have been identified for the coming year.

- Continue facilities planning in concert with the School of Chemical Sciences and Library administrations. Work closely with the Library Development Office to identify donors and resources for the remodeling project.

- Work with SCS Library Committee to analyze and assess the Chemistry Library’s three access points to Chemical Abstracts (CA): print, CA on CD, and SciFinder Scholar. Make a recommendation to the SCS faculty concerning the best combination(s) of access and available funds. Specifically, the committee will look at other universities’ decisions to cancel print CA in favor of 24-hour access to SciFinder Scholar, determining if that decision is appropriate for UIUC.

- Continue to study the use and popularity of electronic journals. Specifically, the goal for this coming year is to convince more publishers to provide use statistics they currently collect on electronic journal use to their constituents (us).

- Continue to add electronic journal subscriptions as the budget allows. The overwhelming popularity of these journals is changing the way scholars use research material. Offering more electronic journals increases use and therefore the cost-effectiveness of the collection (but only when you can measure that use).

- Increase user outreach by encouraging the graduate assistant for user education to develop new programs and to devise ways to “get the word out” about Chemistry Library services and collections.

- Take advantage of training and development opportunities for staff. Encourage all staff (librarian, classified staff, graduate assistants, and students) to attend training sessions at all levels: Campus, Library, and within the Division.