**Ricker Library of Architecture and Art**

**July 1, 2018-Nov. 15, 2019**

**Submitted Paula Carns, Interim Head**

**I**  **Unit Narrative**

This annual report chronicles the activities of the unit from July 2018-November 2019 and was compiled by

Paula Carns, interim head (August-November 2019) with the help of Lee Whitacre, Library Specialist, and

Erika Johnsrund. Graduate Assistant. We are extending the date range in order to provide the new head,

Emilee Matthews (start date November 2019) with as clear as possible picture of recent activities leading up

to her first day. We have organized the report by each individual’s activities so that Emilee will know the

unit’s working practices.

Staffing

Christopher Quinn, Interim Head, until August 2019
Paula Carns, Interim Head, August 2019-November 2019
Lee Whitacre, Library Specialist, 100%
Shoshanna Vegh-Gaynor, Library Specialist, 100%, until July 2019
Elisabeth Paulus, Library Specialist, 100%, September 2019-
Kaci Dunnum, Temporary Help, 100%, August-November 2019
Jackie Fleming, Graduate Assistant, 50%, paid on state funds, until May 2019
Allie Mendelson, Graduate Assistant, 50%, paid on state funds, until July 2019
Erika Johnsrud, Graduate hourly, 15%, paid on state funds?, 10/2018-9/19; Graduate Assistant, 50%, 9/2019-,

paid on state funds
Claire Markuson, Graduate Assistant, 25%, paid on state funds, 2019-
Eight Student Assistants

The Ricker Library faced a number of staffing challenges in the last couple of years. For almost a decade the Ricker Library has had two librarians, one serving as the head, the other an assistant. In May 2018 Melanie Emerson, head, left the UIUC for another position and Chris Quinn stepped into the role of interim head while the Library searched for a replacement. The Library’s search was successful and in August 2019 the Library hired Emilee Matthews as the next head, starting Nov. 15, 2019. At the same time (August 2019) Chris Quinn became ill and sadly did not return to the Library; he passed away in September. Paula Carns, Head of the Literatures and Languages Library, stepped in as interim head until the arrival of Emilee Matthews, splitting her time between LLL and Ricker.

With regards to library staff, for a number of years, the Ricker Library has had two Library Specialists. In July 2019 Shoshanna Vegh-Gaynor left the UIUC for another position and the Library (Lee Whitacre with the help of Kim Hutcherson in Library BHRSC) hired Elisabeth Paulus as her replacement. The Ricker Library has enjoyed a number of Graduate Assistants in the past year and half: Jackie Fleming, Allie Mendelson, Erika Johnsrud and Claire Markuson. To help with coverage, the Library hired Kaci Dunnum as temporary help for a few months.

**Big Projects**

Small Press Fest, Spring 2019: artists books and zines on display. Artists books chosen by Shoshana; zines by Stacia

Floor Project, Summer 2018

Summer 2019: 2500+ octavos transferred to Main Stacks

Folio Inventory

Quarto Inventory
Vault Inventory

Accessibility for the two glass doors installed, Summer 2019

**Outreach:**

Library pop-ups at Link Gallery and TBH, in the past, at least two per semester between architecture and A+D

Bauhaus Collage event

Pumpkin Decorating, Oct 2018

Gingerbread House, Dec. 2018

Color My Library

FAA Student Welcome Back Event at TBH, Aug. 2019

A+D Welcome Back Students Picnic at KAM, Sept. 2019

Bookmarks/Poster, Fall 2019

**Library Instruction:**

2018-2019

* Orientation for Architecture students, John Stallmeyer, 80 students, instruction by Chris Quinn
* ARTH 593: Theory and Methodology, Kristen Romberg, 3 Students

Fall 2019

* ARCH 171: Concept and Theories of Architectural Design, Lynne Dearborn, 180 students, 6 sessions over 2 days, consulted several artists’ sketchbooks for an assignment, introduction to the library and assistance by Lee Whitacre and Kaci Dunnum
* ARCH 550: Reinforced Concrete Design, Sudarshan Krishnan, 4 students, instruction by Paula Carns, presented architectural and engineering resources, Paula consulted with Bill Mischo on appropriate engineering resources and Libguides
* ARTE 202, Facilitating the Art Experience, Catalina Hernandez-Cabal, 18 students (all in art education), introduction to library by Lee Whitacre
* ARTE 203: Every Day Arts Lab, Jennifer Bergmark, 18 students (all in art education), introduction to the library’s collection of African and Korean art by Paula Carns
* ATE 241: Image Practice, Stewart Copeland, 19 students, instruction by Paula Carns and Lee Whitacre on the library’s resources for scanning and locating images
* ARTE 350: Studio Art Practice, Olly Greer, 24 students, introduction to library by Lee Whitacre and Kaci Dunnum
* ARTH 515: Junior Seminar in Art History, Lisa Rosenthal/ Jamie Forde, 6 students, instruction by Paula Carns and Erika Johnsrud, presented resources on Art Theory and Methodology Libguide
* ARTH 593: Theory and Methodology, Kristen Romberg, 20 Students, instruction by Paula Carns and Erika Johnsrud, presented resources on Art Theory and Methodology Libguide
* HIST 200A: Introduction to Historical Interpretation, Craig Koslofsky, 20 students, instruction by Paula Carns and Erika Johnsrud, introduced students to Artstor and online image resources
* Welcome Back Student Event, Zelda Gardiner, 67 students, introduction to the library by Lee Whitacre (arranged event) and Erika Johnsrud (ran event)

**Library Events and Programs**—events open to the public, purpose is to raise awareness of the library, very few attendees (circa 3-5)

Pumpkin Painting, both autumns
Gingerbread Houses, a holiday event in December in Fishbowl
Color Your Library, in spring, before finals, not images from Ricker
Collages, used book covers to make collages
pop-ups, “meet and greets” at the School of Art and Design and Architecture, take books, scanner and laptop
Small Pressfest, artists’ books and zines, worked with Sarah Christensen to provide books

**Publicity**
Created a bookmark for publicity

**CIVIL SERVICE**

**PAST: Shoshana Vegh-Gagnor**

 Processing new books

 Processing serials

 Social media

 Library programs

**CURRENT: Lee Whitacre**

 Since July 2017 have been responsible for:

Student worker hiring, training, and supervising

Course Reserves

Stacks Management

*Beginning July 24, 2019*

Processing new books

Processing serials

Stacks Management

Some social media

**CURRENT: Elisabeth Paulus; 2-10pm, Sun.-Thurs.**

 Student worker hiring, training, and supervising

 Course Reserves

 Social media

**GRADUATE ASSISTANTS**

**Jackie Fleming**

 Book ordering

LibGuides

Library events

Assisted with instruction

Circulation desk

Reference book weeding and conservation recommendations

Book cover display cases

Mini-collection displays

**Allie Mendelson**

Class instruction

Library Display case Exhibits

Ordering books

Newsletter

Pop-Ups

LibGuide

Circulation desk

**Erika Johnsrud**

Ordering books: Gobi, Harrosowitz, Shamansky, Erasmus, firm orders, Amazon, Amalivre

Circulation desk

Helped with Pop-Ups

Krannert LibGuides

Processing new books

Rotating collections

Working on the Zine collection cataloging project: Entering zines into the catalog using a template created by Nicole Ream-Sotomayor and utilizing ADR Standard and Marc Coding in OCLC and the local catalog
Processing new books
Book ordering, Gobi and firm orders
Circ desk
Rotating collections
Pop-Ups
Library events
KAM LibGuides

**Claire Markuson**

LibGuide

Research Assistance

Circulation desk

Assisting with Pop-ups

Boxing

Designed bookmarks

Newsletter

Rotating Collection display

Book cover display

Processing new books

**CURRENT EXTRA HELP: Kaci Dunnum**

Opening the library

Printing and pulling call slips

Basic circulation tasks

Shelving

Placing due date slips and location stickers on new books

New Serials: placing security strips in each serial; stamp dating receipt of the journals; recording on cards volume/number received; shelving

Processing route-ins

Boxing

LibGuide

Hold books: processing, shelving, retrieving for check out

Assist with programming, as in pulling books for special displays, sharing ideas, etc.

Assisting with overhead scanner

Social media assistance; library outreach

**PAST PRACTICUM: Stacia McKeever**

Spring 2019 semester

Organized zines received by the library from a university exchange program; matched all the zines with the work; began a subject classifications spreadsheet; helped organize the Zine Event; created a Zine Best Practices Manual

**II Statistical Profile**

1. **Facilities**

User Seating:
Reading Room = 6 tables, 60 chairs
Reference Room = 4 tables, 14 chairs, 4 comfortable chairs

Equipment:
6 computers, with one being public access
2 large flatbed scanners
1 small flatbed scanner
1 overhead scanning station
1 print station

Number of hours open to the public per week

* + Summer II 2018—closed for flooring
	+ Fall 2018
	+ Spring 2019
	+ Summer I 2019

**2. Personnel**—see above

**3. User Services**

Most of the following data has been generated by the Office of User Services and will be available at G:\Annual report Stats\StatsForAnnualReport2019 by mid-August.

* Gate Count (as reported during FY19 Sweeps Week): Fall, 518; Spring, 508
* Circulation (from Voyager circulation reports)
	+ Initial, 7530; renewal, 9154
* Reference interactions (from DeskTracker): Fall, 50; spring, 55
* Presentations (see above)