

State University of New York College at Plattsburgh

Library and Information Services

Cerise Oberman, Dean

Annual Report 2007—2008

Major Initiatives 2008—2009

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Library and Information Services Annual Report 2007—2008

A Year of Great Progress

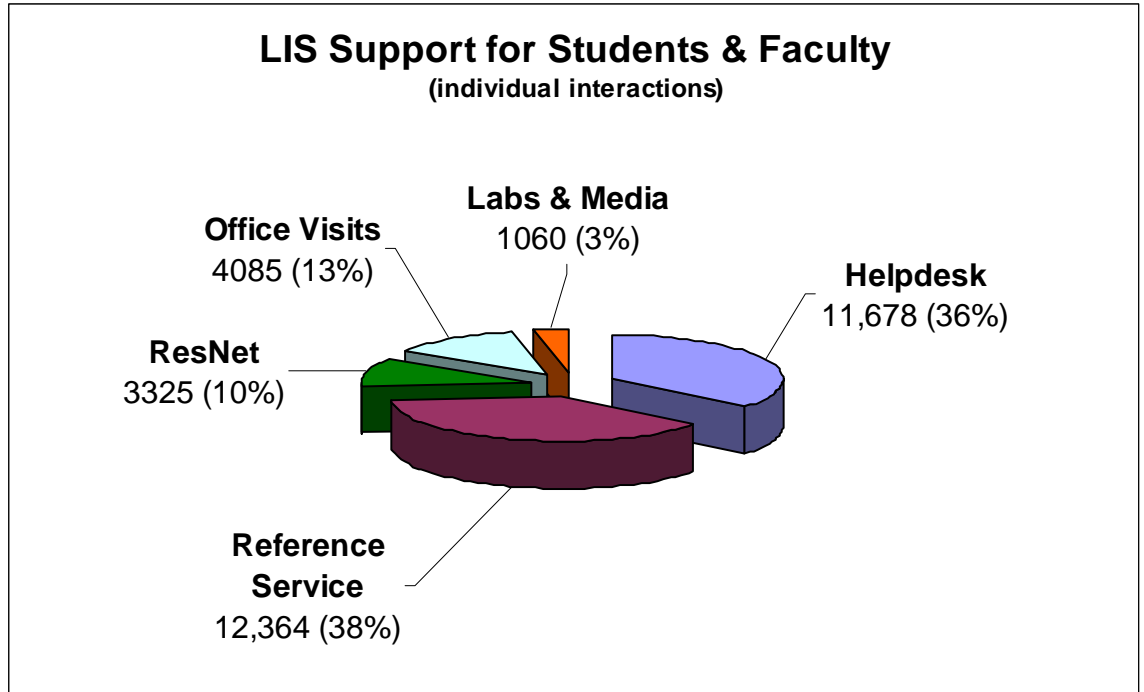
The Library and Information Services division made significant progress on 21 major initiatives (out of 22) that had been identified (for a complete list of initiatives, their status, and their impact on campus, see pp. 8—12).

In addition to focusing on these 21 initiatives, LIS also maintained a standard of excellence in all ongoing programs and services, took advantage of unforeseen opportunities, and responded to emergency needs and mandated programs—all with a sense of good humor. (For a thorough accounting of planned, opportunistic, and operational achievements, see our individual LIS unit reports in ANGEL.)

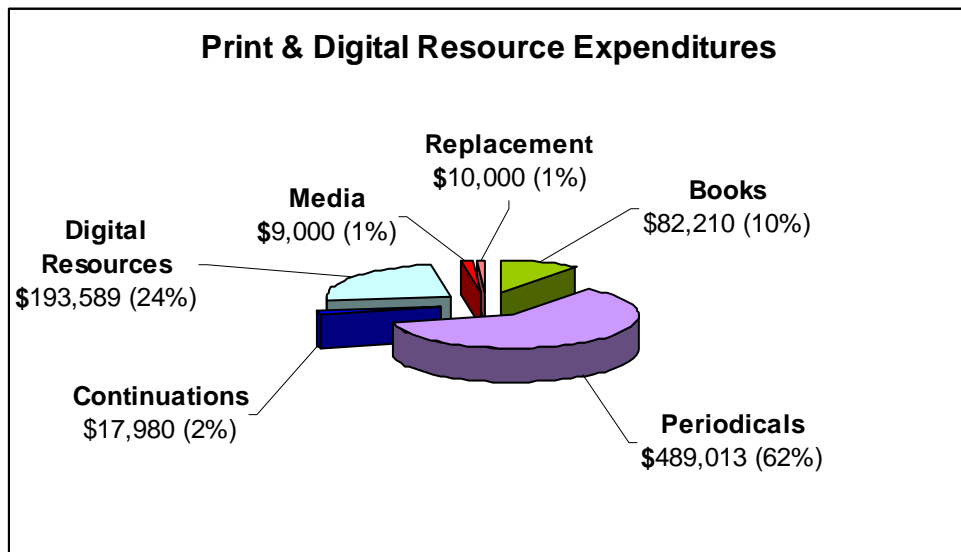
Highlights

- ❖ The campus portal, *My Plattsburgh*, was successfully designed, programmed, and piloted in spring 2008. *My Plattsburgh* will provide the campus community with single sign-on to all major network services, including, web mail, ANGEL, Banner, net file storage, etc. *My Plattsburgh* will give campus constituents the ability to target communications to specific groups of faculty, staff, students, and administrators. Initial response from student focus groups has been extremely positive. Further content and system integration of the portal will be available as administrative and academic offices begin to understand its potential. A full implementation of *My Plattsburgh* will be launched in fall 2008. Further student and faculty focus groups will identify additional services to be added to *My Plattsburgh*.
- ❖ The first full-time Director of the **Center for Teaching Excellence**, Dr. Becky Kasper, began work in July 2007. In less than a year, the Center for Teaching Excellence has engaged the faculty in a range of programs, assessments, and workshops that have already made significant inroads in creating a culture of teaching at Plattsburgh State.
- ❖ Seven faculty members began their work as **Instructional Technology Mentors** in January 2008. This new grass-roots program, originally recommended by the Teaching, Learning, and Technology Advisory Group (TLTAG) and funded by the Provost's Office, provides faculty-to-faculty on-site support throughout the campus (including our branch campus) on issues related to instructional technology. All IT Mentors go through a rigorous training process and then are assigned one or more academic buildings to support. Faculties in those buildings are notified about the IT Mentor program and are “introduced” to their mentor. Faculties are encouraged to use their assigned mentor as a first step to answering questions about instructional technology.
- ❖ Enhancing the learning environment by highlighting existing library and computing services and introducing new ones was a major focus this year:

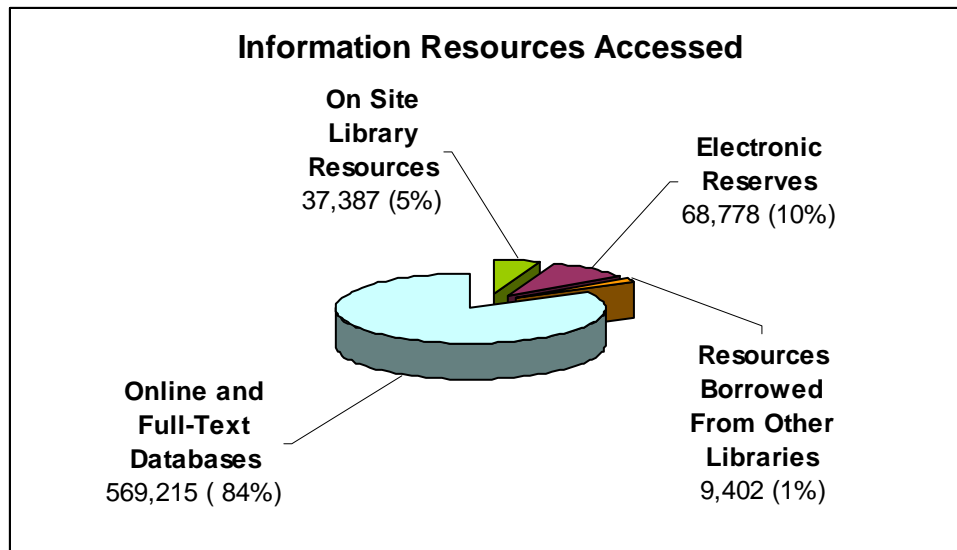
- A major directional **signage project** was completed for the first time since the Feinberg Library building was originally dedicated. The new signage provides clear and instructive direction to the multiple services, programs, and collections in Feinberg.
 - **Plasma screens** were installed at all major service points; they project a steady stream of slides highlighting both Feinberg and campus programs.
 - LIS **Web pages** were, and continue to be, revamped to reflect best practices of web design and content.
 - A **new LIS publication**, *Access the World*, began, and a series of posters highlighting research services for students were distributed across campus.
 - A **“Deep Quiet” area** was designed in response to student requests for quiet study space.
 - A new **Student Technology Resource Center** was unveiled in fall 2007 providing group study, video projection, and a Mac lab.
 - A new, flexible **student group-study area** was designed for the Reference area.
 - A **laptop loan program** for students was begun.
- ❖ The **E-Learning Action Plan** was completed and accepted by the Deans’ Council. This is a multi-year plan that outlines action steps in nine areas: 1) strategic research and assessment; 2) policies; 3) course & program development; 4) faculty development; 5) faculty support services; 6) student development; 7) student support services; 8) staff and infrastructure development & investment; and 9) strategic partnerships. Seven initiatives were identified as top priorities for 2008-2009.
- ❖ An **Information Security Committee** was appointed to develop campus information security policies, procedures and implement a staff education program. The goal of this campus initiative is to develop safeguards that protect the privacy and security of faculty, staff, and student information.
- ❖ Major **educational technology** accomplishments this year include...
- 100% of instructional classrooms are now technology-equipped;
 - faculty and staff have the option of selecting a laptop or desktop as their primary computer;
 - a new student laptop loan service was begun;
 - thirteen academic departmental technology projects were completed, each significantly enhancing a particular curriculum;
 - campus bandwidth was doubled; and expansion of campus wireless services continues.
- ❖ A host of **new systems** or system enhancements initiatives were completed this year:
- migration of Banner to a new Oracle database,
 - implementation of the Lenel Residence Hall door system,
 - creation of a new system for admissions counselor travel
 - implementation of the NY Alert emergency service (served as a Beta campus),
 - implementation and test campus for the new Beta SUNY SDF/CASA program,
 - integration of student campus ID photos in Banner, the Lenel door system, and ANGEL.
 - implementation of single-sign on for the telecommunications system.
- ❖ **Campus Technology Review Process.** In September 2007, the Executive Council adopted a review process for all campus technology projects. This new process was prompted by the need to ensure that all emerging technology initiatives would be reviewed, approved, and coordinated through LIS prior to purchase. This would allow LIS to determine the level of involvement, support, and impact that a new system might have on existing resources. This year, 21 technology projects were reviewed.



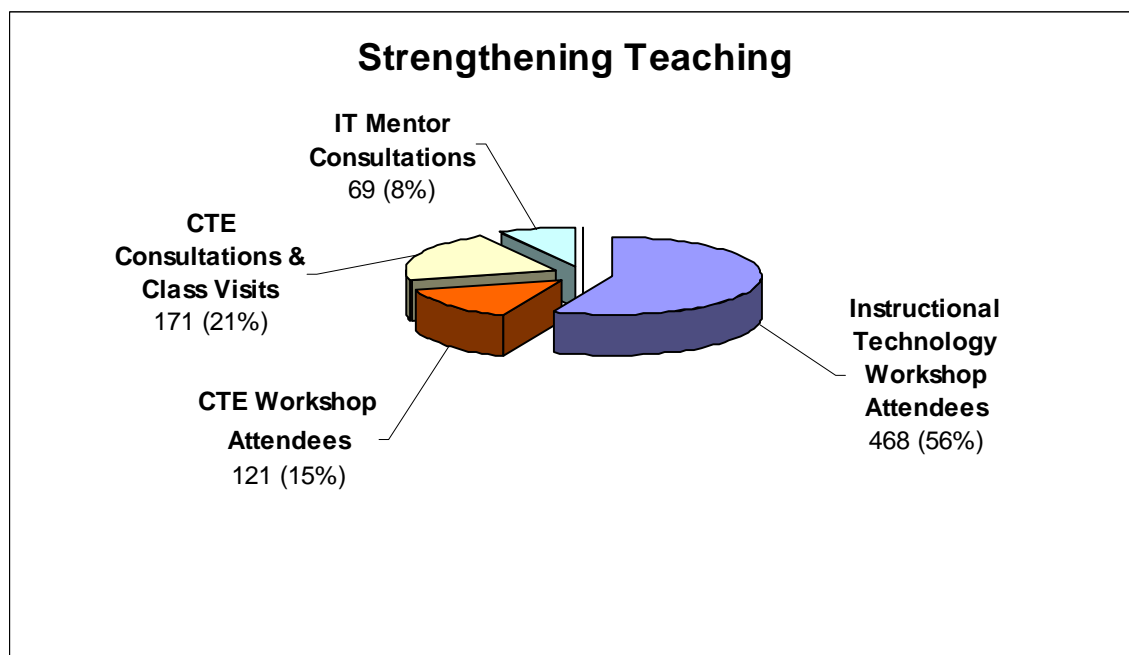
The LIS support structure includes reference and research assistance on-site, via telephone, e-mail, and chat, as well as, technical support via telephone, office, residence hall and lab/classroom visits.



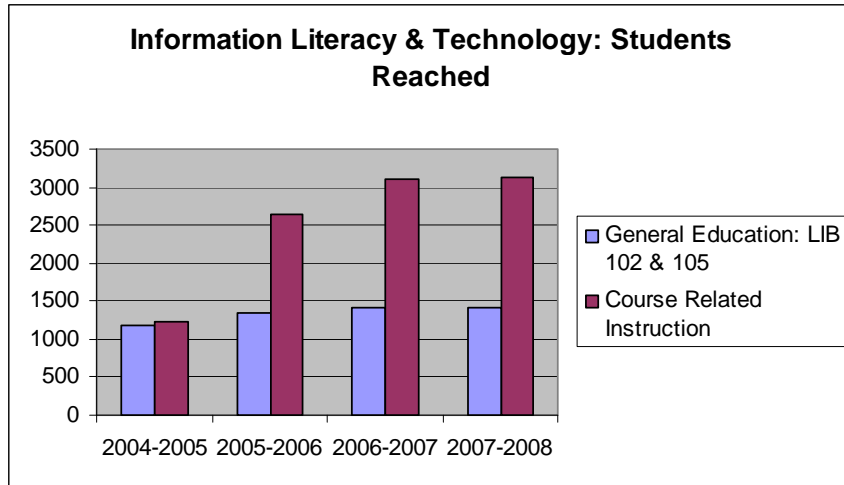
The **Periodicals** category includes all formats (print and digital) of periodicals and publisher packages of full-text periodicals such as Project Muse, Science Direct, and JStor. The **Digital Resources** category includes statistical, citation, and some full-text databases.



Electronic access to proprietary databases and full-text journals continues to be the number one resource used by all users. The increasing use of electronic reserves is also indicative of the shift from print to digital resources. Faculty can also now scan readings directly into ANGEL; there are no statistics on this trend.



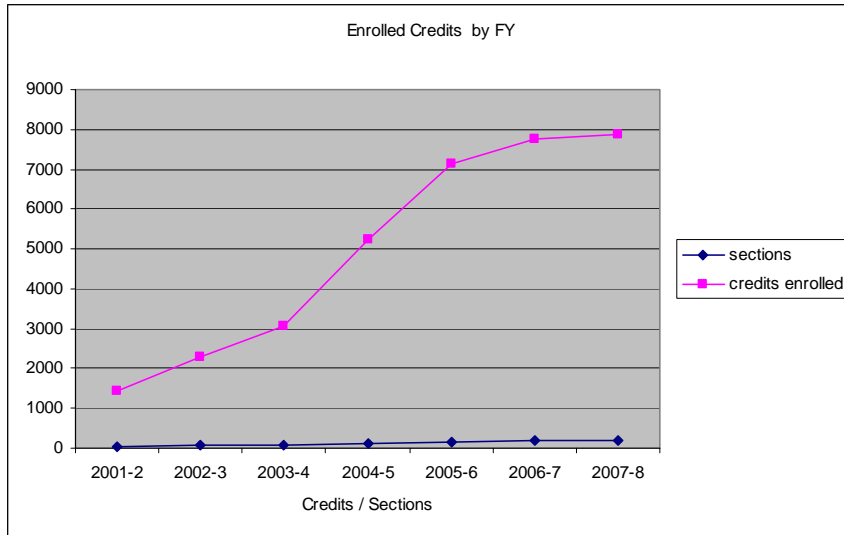
Faculty have multiple paths to strengthen and enhance their teaching: the Center for Teaching Excellence and the Instructional Technology Units provide a variety of consultative opportunities and workshops. The IT Mentor program, started in January 2008, is a new faculty-to-faculty consultative program.



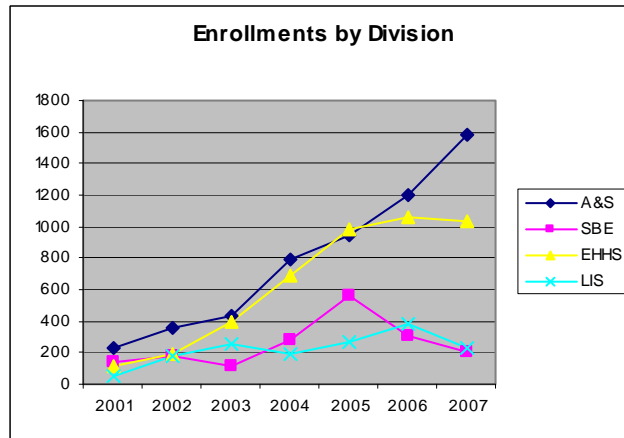
The Library reaches a significant number of students each year through its contribution to General Education, “Introduction to Information & Technology Literacy” (1 credit course), and customized course presentations.

E-Learning

A. Growth of total enrolled credits for all Divisions of the College



B. Comparison of the growth of enrollments by Division



Report Detail: Status of LIS Major Initiatives 2007—2008

Initiative	Status	Impact
❖ Improving Access Through Integration of Systems		
Portal Development & Implementation > LIS Portal Committee/John Bradley, Chair; ITAC	Phase 1 development completed (student portal); full implementation of the student and faculty portal is slated for Fall 2008.	<i>MyPlattsburgh</i> will provide the campus with single sign-on for accessing all major campus systems, e.g. Banner, ANGEL, web mail. <i>MyPlattsburgh</i> also provides for tailoring information for discrete campus constituents.
❖ Strengthening Teaching		
Center for Teaching Excellence: Programmatic Plan > Director of CTE & CTE Steering & Advisory Groups	A variety of programs implemented: workshops, seminars, faculty learning communities, individual teaching in-class teaching assessments, and departmental consultations.	The CTE has been embraced by the faculty as a resource for improving and discussing teaching: over 100 faculty attended workshops; 95 class visits were conducted; 50 faculty participated in faculty learning communities; 6 departmental and 76 faculty consultations were completed.
E-Learning Action Plan > LIS Interim Association Dean & E-Learning Advisory Committee	Completed; seven priority action items have been identified for '08-'09.	The E-Learning Action Plan will guide the College in strengthening our current e-learning programs and courses and expanding into the future.
TLTAG Mentoring Program > TLTAG and Instructional Technology	Funded/implemented. Seven faculty mentors were selected and trained in January 2008. Appointments are for a two- year period.	The TLTAG Mentoring Program is designed to provide on-site support for faculty, by faculty, in the area of teaching with technology. Each mentor is assigned one or more academic buildings to support. 69 consultations were logged during spring 2008.

Mapping Information Literacy to the Curriculum > Instruction Services	In progress	The information & technology research course would be most beneficial to students if it were required as a prerequisite to certain other courses in selected majors. Instruction Services has begun to examine selected curriculums to determine where such alignment might be proposed.
Online Instructional Modules for Course-Related Instruction > Instruction Services	Four modules completed; additional ones in process	These online modules, "Quick Clips on Research," are designed to 1) provide self-help for accessing library information; 2) provide faculty with modules that can be used by their students.
Data Mining for Improved Services > Instructional Technology	In progress. The first phase, which allows IT staff access to faculty workshop information, is completed. The second phase, making the information accessible to the faculty, is underway.	This project will assist in... <ul style="list-style-type: none"> • Identifying technology training needs • Producing a transcript of workshop attendances • Identifying faculty members who need refresher courses or are ready for advanced training • Managing the creation of new workshops • Facilitating the inclusion of workshops offered through the Center for Teaching Excellence
❖ Enhancing Learning		
Enhance the Library Learning Environment > LIS Coordinators & Assistant to the Dean for Communications	Created "deep study" space; Phase I & II of signage program completed; redesign of reference alcove underway; develop a master seating plan not yet started	Creating an environment that supports inquiry, study, and access is the driving force behind this initiative. This year we have successfully resigned the entire building (to rave reviews), designated a "deep study" space for individuals that crave quiet study areas, and redesigned a space in the reference room as a social computing space.

<p>Special Collections Renovation : HVAC, compact shelving, and new furnishings for research area > Special Collections & Dean's Office</p>	<p>Strategic initiative not funded; HVAC funded through SUNY Construction. Temperature and humidity studies underway to determine best HVAC placements. Fall 2008 decision expected.</p>	<p>A separate HVAC unit for Special Collections will stabilize the temperature/humidity shifts ensuring the preservation of fragile and rare materials.</p>
<p>Harmonize Web-Development Interfaces > Instructional Technology</p>	<p>Not yet begun</p>	<p>This initiative will make it easier for faculty, staff, and students to maintain their web presences; streamline training, and reduce the number of stale websites.</p>
<p>Plattsburgh-ACC Library/IT Council > Plattsburgh & ACC Provosts' Offices; LIS Dean</p>	<p>Created by Provosts; 2 meetings held this year</p>	<p>The Plattsburgh-ACC Library/IT Council has ensured that issues ranging from computer support to library resources and services to bandwidth are addressed in a timely and cooperative manner.</p>
<p>New Student Media Area > Computer & Media Services</p>	<p>Student Technology Resource Center (STRC) debuted in Fall 2007</p>	<p>The STRC was designed to meet several student needs: a Mac room, a projection preview area, and group computer use. This area has been well-received by students.</p>
<p>New Print Management System > Computing & Media Services</p>	<p>Completed, but not yet implemented</p>	<p>The program will establish a print quota for every student on campus This initiative will help reduce paper waste, raise awareness among students about printing costs, and stabilize printing budgets for the Feinberg Computer Lab and other public access locations.</p>
<p>Marketing Communications Plan > Assistant to the Dean for Communications</p>	<p>In progress.</p>	<p>A diversity of efforts is underway to better communicate and publicize the programs, services, and resources of the Library & Information Services division.</p>

❖ Strengthening Infrastructure		
Fiber to Field House > Network Operations	Completed	Network fiber replaced the wireless network feed from the campus to the Field House which was not providing stable network access.
Upgrade & Redundancy of Campus Bandwidth > Network Operations	Completed	The campus doubled bandwidth this year in response to an ever-increasing demand fueled primarily by the sudden and ubiquitous media streaming available on the Internet.
Network Storage > Computing & Media Services	Completed	The system simplifies the user's ability to store data from a variety of different systems on the network, which then can be accessed from any computer.
❖ Developing Information Technology Policy		
Campus Process for Technology Projects > LIS Dean & IT Coordinators	New process implemented fall 2007	The new technology project review process, adopted by Executive Council, has successfully addressed the need for a comprehensive review of all proposed technology projects on campus. Each project submission receives a complete review by LIS staff and a thorough response that indicates feasibility, cost, and timelines. Twenty projects were submitted for review this year.
Information Security Program (SUNY mandated) > Information Security Campus Committee/Jan McDowell, Chair	In progress; campus committee	Once complete, the Information Security Program will provide the campus with policies and a staff training program on guarding against information loss or theft.

❖ Enhancing Staff Contributions		
Librarian Workload Project > Librarian Workload Committee/Cerise Oberman, Chair & Library Faculty	Initial matrix completed and implemented	The library faculty adopted a workload template that is based on the need to continue to offer essential library services, such as reference, teaching, and collection development, while taking into account personal preferences.
LIS Internal Professional Development Series > Interim Associate Dean	Four presentations in 2007-08	LIS is a public service division. As such, it is critical that all LIS staff understand the diverse operations of the division to better serve our constituents. This year the following units showcased the work of their units: <ul style="list-style-type: none"> • Computer & Information Systems: Student Banner • Special Collections • Instructional Technology • Information Outreach: Databases
Apple Authorized Service Provider Program > Computing & Media Services	Completed	Having several staff members designated as authorized Apple service providers will expedite repair of Apple equipment that is currently in selected labs and classrooms, provide better support for students who bring Apple computers to campus, and represent the first step in expanded support for other platforms.

Library and Information Services Major Initiatives 2008—2009

Initiative	Impact	Timeline & Funding
❖ Increase access to information resources for faculty, students & alumni		
Portal Implementation & Further Development > LIS Portal Committee/Tom Higgins Chair; ITAC	<i>MyPlattsburgh</i> will continue to be enhanced for current students and faculty/staff. Focus groups will be conducted to determine additional information channels. A <i>My Plattsburgh</i> for prospective students will also begin to be explored.	Fall 2008: full launch of <i>My Plattsburgh</i> ; Oct.-Nov.: focus groups and identification of additional features
SUNY Arts & Sciences Cooperative Coordinated Collection Development Project > Collection Development & Management	Feinberg is participating in a SUNY Comprehensive College Initiative, currently in the planning stages. This initiative seeks to reduce duplication of materials purchased by SUNY libraries and increase cooperation via ILL/LAND delivery system.	Project will begin in fall 2008 Funding: Not known at this time.
Examine the Benefits and Impact Of Federated Search Software > Information Outreach Unit	Implementation of federated searching software will provide users with a single search interface that will simultaneously search multiple library research tools including databases and the library's online catalog. Federated searching simplifies the search process, making the full range of resources easily accessible to the user.	Complete review by December 2008; SUNYConnect may be contracting with a single vendor
Implement OCLC's Ask US 24/7 Virtual Reference Service > Information Outreach Unit	This virtual reference service is a cooperative online chat service that provides patrons with 24/7 access to library professionals. This service would significantly expand our current hours of service and offer enhancements via Web co-browsing, and e-mail follow-up.	Fall 2008 \$2000 est./50% paid by NNYLN, 50% LIS

<p>❖ Strengthening Teaching</p>		
<p>SUNY Plattsburgh Conference on Teaching and Learning: “Discovering the Joy of Teaching” > Center for Teaching Excellence</p>	<p>This conference will contribute directly to the improvement of teaching and learning on this campus as faculty will be encouraged to submit their own workshops and presentations to the conference, and our faculty will have the opportunities to participate right at hand</p>	<p>Begin planning process July, 2008; conference to be hosted April 4, 2009</p> <p>Funding to be determined</p>
<p>E-Learning Action Plan > LIS Interim Associate Dean & E-Learning Advisory Committee</p>	<p>The E-Learning Action Plan has identified seven priorities for 2008-2009. The priorities are designed to support quality e-learning programs, increase student and faculty satisfaction with e-learning, ensure cost-effective use of campus e-learning resources, and facilitate review of new e-learning technologies.</p>	<p>Completion: June 2009</p>
<p>Mapping Information Literacy to the Curriculum > Instruction Services</p>	<p>Students will benefit the most from the Information & Technology Research course if it is required as a prerequisite to particular courses in selected majors. Instruction Services has begun to examine the academic programs where such alignment might be implemented most effectively.</p>	<p>Completion: identification of majors by October 2008; discussion with departments will follow.</p>
<p>❖ Enhance Learning Through Renovating & Creating New Spaces</p>		
<p>Adirondack Community College (ACC) Regional Higher Education Center (RHCC) Completion > Computer & Media Services & ACC Computer Staff</p>	<p>This new facility at ACC will provide state-of-the-art teaching space for Plattsburgh’s programs/faculty/students. Plattsburgh and ACC will determine in-kind technical services and equipment for this facility; CMS will install or facilitate the installation of equipment.</p>	<p>Early January 2009</p>
<p>Residence Hall Wireless Project > Network Operations with Student Affairs</p>	<p>Expansion of the campus wireless network to all residence halls will provide students with the ability to define new work spaces and ensure that the Plattsburgh campus remains competitive in the student life arena.</p>	<p>Completion: by August 25, 2008 Funding: DIFR</p>

<p>Special Collections Renovation : Phase 1: HVAC, compact shelving, and new furnishings for research area Phase 2: Compact Shelving & Furniture Refurbishing > Special Collections & Dean's Office</p>	<p>Phase 1: A separate HVAC unit for Special Collections will stabilize the temperature/humidity shifts ensuring the preservation of fragile and rare materials. An assessment of the temperature and humidity is being conducted over summer 2008. Phase 2: Compact shelving will allow Special Collections to</p>	<p>Phase 1: Fall 2008:HVAC recommendation Phase 2: Funding required; \$400,000</p>
<p>❖ Improve workflow and increase efficiency through the selection and integration of campus systems.</p>		
<p>Calendaring > Computer & Information Services</p>	<p>In response to an expressed need for a flexible calendaring system, CMS will examine existing systems used on campus and recommend ways to streamline or integrate these systems with other services.</p>	<p>Fall 2009 for recommendations</p>
<p>Email Systems Upgrade/Replacement > Computer & Media Services</p>	<p>The present in-house e-mail system is due for replacement. As such, this is an opportunity to examine e-mail needs and explore other service options such as Google or Microsoft.</p>	<p>Fall 2009 for recommendations</p>
<p>Remote Project Control > Computer & Media Services</p>	<p>This system will allow CMS to automatically shut off all projectors automatically throughout the campus and do remote troubleshooting during class hours. This system is expected to save the cost of expensive projector bulbs and is a "greening" effort.</p>	<p>Implementation: June 2009 \$3500 for RoomView system + \$375 per room for interface. Funded by CMS and Ed Tech Grant funds.</p>
<p>Imaging > LIS Dean's Office</p>	<p>The selection of a campus-wide imaging system has been identified as a campus need. As a first step in moving this project forward, LIS is recommending that a consultant be retained to assess our imaging needs and assist in selecting a system.</p>	<p>Phase 1: Consultant; Fall 2008; cost not yet determined Phase 2: System selection and implementation; cost not yet determined</p>

<p>Print Management > Computer & Media Services</p>	<p>In its first phase, print management will be implemented in all public and computer lab settings and will be an awareness effort. A generous print quota will be given to each student; every time a student prints, their remaining quota will appear on screen. This first phase is an effort to determine the viability of implementing a more formal quota system that will require payment after a student exceeds quota. A publicity campaign will be planned for the fall.</p>	<p>Fall 2008; to be revisited in January 2009</p>
<p>❖ Developing Information Technology Policy</p>		
<p>Information Security Program (SUNY mandated) > Information Security Campus Committee/Jan McDowell, Chair</p>	<p>Once complete, the Information Security Program will provide the campus with policies and a staff training program on guarding against information loss or theft.</p>	<p>Policy drafts completed by December 2008</p>

Appendices

A. LIS Support Services

A-1 Information Outreach: Reference and Electronic Search Center (ESC) Student Desk Activity (including Special Collections)

Type of Interaction	2006-2007	2007-2008	% Change
Directional	1,854	1,476	-20%
Reference	5,930	4,682	-21%
In-Depth	1,222	1,031	-16%
Iref (Interactive)	513	520	1%
Microsoft Office	656	419	-36%
Guest Login Requests	1,427	1,196	-16%
FLIER Sessions	61	43	-30%
Reference Email	14	0	NA
ESC Student Desk	2,269	1,893	-17%
Special Collections	966	1,104	14%
TOTALS	14,912	12,364	-17%

A-2 Computing and Media Services (CMS)

<u>CMS Activity</u>	<u>2006-2007</u>	<u>2007-2008</u>	<u>%Change</u>
Service Requests For...			
Offices	3,931	4,085	+4
Students	2,123	3,325	+36
Labs/Classrooms/Media	N/A	1,060	N/A
Helpdesk Phone Calls...			
Received	N/A	14,028	N/A
Answered	N/A	11,678	N/A
Computers Placed...			
In Offices/Other Locations	410	620	+51
In Labs/Classrooms	142	208	+46
As Kiosks	7	12	+71
In Residence Halls	7	0	-100

B. Educational Programs & Services

B-1 Educational Services Chart

<u>Educational Services</u>	<u>2006- 2007</u>	<u>2007- 2008</u>	<u>% Change</u>
LIB 101			
Sections	58	60	3.4%
Adjunct Sections	22	25	13.6%
Students*	*1421	1415	-0.4%
Course-Related			
Presentations	119	125	5.0%
Students	3109	3136	0.86%
Library Tours			
Tours Given	5*	n/a	
Total Students	60*	n/a	
Instructional Technology Workshops			
Courses/Workshops	127	148	16.0%
Participants	419	468	12.0%
Center for Teaching Excellence Seminars			
Workshops Attendees	n/a	12	
Attendees	n/a	149	
Faculty Learning Communities	n/a	6	
Participants	n/a	62	
* Enrollments taken from Grade Distribution Reports and include Ws and Uks			
* Upward Bound & EOP section(s) included in Summer Session totals			

B-2 E-learning Course Enrollment Summary

	<u>2005-2006</u>	<u>2006-2007</u>	<u>2007-2008</u>	<u>% Change</u>
Online Courses				
Graduate Courses	32	37	37	0%
Undergraduate Courses	131	131	144	9%
Total Number of Courses	163	168	181	8%
Online Enrollment				
Graduate Enrollment	450	525	408	-22%
Undergraduate Enrollment	2,345	2,423	2,608	8%
Total Enrollment	2,795	2,948	3016	2%
Videoconference Courses				
Graduate			6	
Undergraduate			9	
Total Courses			15	
Graduate			51	
Undergraduate			173	
Total Enrollment			224	

C. Collections

C-1 Library Collections

	7/1/2007	Added	Withdrawn	% Change	7/1/2008
1 Monographs	302,556	2,545	2,544	>1%+	302,557
2 Bound Periodicals	64,414	351	0	>1%+	64,765
3 Total Volumes	366,670	2,896	2,544	>1%+	367,322
4 Gov't. Documents	226,305	495	1,365	>1%-	225,435
5 Microforms	926,458	512	30,258*	-3%	896,690
6 Periodicals (current subscriptions)	4,032	20	0	>1%+	4,052
7 Newspapers	8	0	0	0	8
8 Non-Print	24,426	351	204	1%+	24,573
9 Digital Resources	97	1	0	>1%+	98
10 Linear Feet Archives					**2696.7

* Represents weeding of many ERIC documents now available online.

** Total linear feet of collections were re-estimated in 2008 as part of Special Collections renovation plans. New figures include all materials except books, theses, and periodicals.

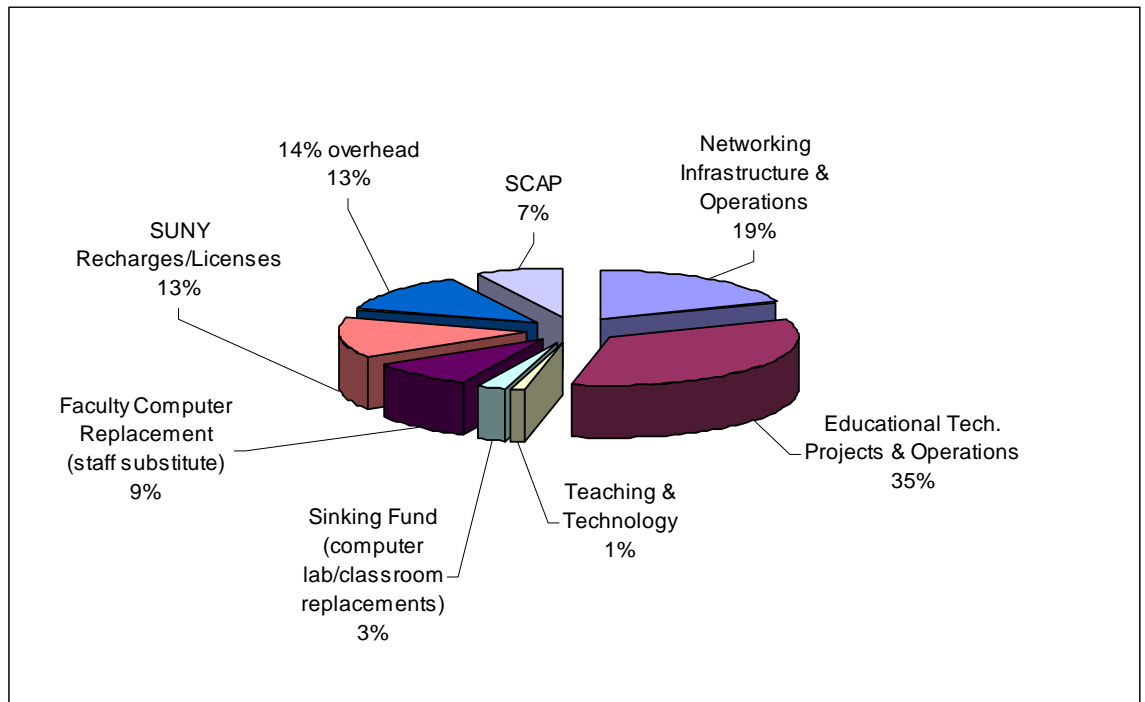
C-2 Collection Use and Interlibrary Loan Statistics

	2006-2007	2007-2008	% Change
A: Out of Library			
Main Library	36,544	33,009	-9.67
Documents	244	202	-17.2
Sound Recordings	488	473	-3
Audiovisual	3,754	3,703	-1.3
Total	41,030	37,387	-8.8
B: In Library			
General Collection	12390	9094	-26.6
Periodicals			
Current Issues	2675	2408	-9.98
Bound Volumes	1345	2268	68.62
Microfilm	1299	1441	10.9
Microfiche	645	312	-51.62
Reserve/Print	2,719	1650	-39.3
Reserve/Electronic	112,722	107,203	-4.89
Reserve/Media	482	393	-18.46
Total	134,277	124,769	-7.08
D: Interlibrary Loan			
Requests Sent	9152	9402	2.73
Filled	6927	7452	7.5
Requests Received	1102	10635	-3.57
Filled	8473	8190	-3.24
Document Delivery Articles	356	236	-33.7

D. LIS Budgets

D-1 Educational Technology Budget Expenditures Table

Networking Infrastructure & Operations	317,999
AT&T	
Wireless expansion (Redcay)	
VH2402 Replacement	
Increased Bandwidth	
Fiber to Field House	
Sibley Network cabling upgrade	
Equipment upgrades	
Student Network Technicians	
Network equipment replacement	
Diagnostic equipment	
Service & Support contracts	
Educational Tech. Projects & Operations	562,684
Electronic Databases	
SPSS maintenance fee	
Sophos Anti-Virus Software	
Angel Course Management	
Course-related Software	
Smart Classrooms: Sibley 212, Ward 108, Hawkins 137	
Paper for student use in computer labs	
Facility Depreciation	
Academic equipment	
Teaching & Technology	16,000
Sinking Fund (computer lab/classroom replacements)	45,000
Faculty Computer Replacement (staff substitute)	150,000
SUNY Recharges/Licenses	217,921
Banner	
Oracle	
ITEC	
LAIP	
ESRI, Maple, Mini Tab	
14.30% overhead	217,935
SCAP	122,732
Beaumont 305	
Feinberg Main Computer Lab	
Hawkins 053D – Computer Classroom	
Student Response System	
Myers Fine Arts Graphic Design Classroom	
TOTAL	1,650,271



D-3 Library Allocations & Expenditures

	<u>2007- 2008</u>	<u>2006- 2007</u>	<u>2005- 2006</u>	<u>2004- 2005</u>	<u>2003-2004</u>	<u>2002- 2003</u>
Allocations						
Base State Allocation	703,668	711,503	672,543	671,143	676,252	680,242
OCLC Library Automation*	53,089	46,373	51,554	60,554	55,445	51,455
Recharges	7,600	6,481	7,600	13,298	13,298	13,298
Form I Total	764,357	764,357	731,697	744,995	744,995	744,995
Supplemental Allocations						
Material Replace. IFR	10,000	6,000	5,000	6,320	6,800	3,000
Inflationary Increase	0	0	0	0	0	0
IFR Monographs	44,200	44,200	44,200	44,200	44,200	44,200
EdTech/First Search	90,000	85,000	85,000	85,000	84,507	84,709
LAIP Recharges	42,525	37,255	37,255	35,808	36,142	34,641
EBSCO Prepayment	80,000	40,000	16,943		90,000	
College Foundation	6,170	7,493	6,320	6,320	7,280	6,750
CCD	10,575	10,490	10,493	9,991	10,493	10,493
TOTAL	1,047,827	994,795	936,908	932,634	1,024,417	928,788
Expenditures						
Books	82,210	104,859	121,696	128,729	87,052	101,067
Periodical						
Subscriptions*	489,013	537,156	401,586	419,586	542,991	517,566
Continuations**	17,980	25,268	26,000	27,000	24,368	47,000
Digital Resources	193,589	169,416	170,900	170,709	94,543	85,330
Media Rental & Purchases	9,000	8,000	10,789	8,912	9,090	10,807
Access (OCLC & LAIP)	96,620	83,628	88,819	96,362	91,587	86,096
Travel	6,950	8,275	5,975	9,725	5,975	4,775
Supplies and Materials	23,805	17,275	15,555	16,345	15,555	14,952
Equipment	105,333	21,437	72,674	29,691	122,358	37,200
Binding	7,000	7,000	10,314	10,000	10,720	10,000
Material Repl. IFR	10,000	6,000	5,000	2,277	6,880	3,631
Recharges	6,327	6,481	7,600	13,298	13,298	10,364
TOTAL	1,047,827	994,795	936,908	932,634	1,024,417	928,788
* Includes EBSCO Prepayment of \$80,000						
** Previously included with books						

D-4 Systems and Networks Allocation & Expenditures

	<u>2007-2008</u>	<u>2006-2007</u>
Equipment/Acquisitions	74,725	74,725
Supplies/Materials	26,400	26,400
Contractual Services	77,900	37,900
Travel	5,775	5,775
Recharges	3,000	3,000
TOTAL	187,800	147,800

D-5 Computer & Media Services Allocation & Expenditures

	<u>2007-2008</u>	<u>2006-2007</u>
Equipment/Acquisitions	12,069	12,569
Supplies/Materials	27,967	28,467
Contractual Services	12,600	11,600
Travel	3,350	3,350
Recharges	2,700	2,400
TOTAL	58,686	58,386