Introduction

This annual report has been prepared to share information on the activities and accomplishments of the staff of the Aubrey R. Watzek Library during the 2006/2007 fiscal year. The report is presented as follows:

- **Summary** – Brief descriptions of major accomplishments during the year
- **Activities** – Details of accomplishments made within specific departments or areas within the Library
- **Library Events** – Significant special activities undertaken within the Library during the year
- **Statistics** – Basic statistics on collections, services and facilities
- **Goals** – Major objectives for the 2007/2008 fiscal year
- **Professional, Scholarly, and Community Activities** – Activities of individual Library staff members during the 2006/2007 fiscal year [not included in online report]

This report was prepared from departmental reports and input from Library staff under the editorial guidance of Elaine Heras, Associate Director of the Library. If you have questions or would like additional information on any aspect of this report, please let me know.

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Much effort was expended this year in improving and expanding library services. A major step forward was made in filling the newly created position of Digital Services Coordinator. Numerous digitization activities were engaged in, such as making a database of digital images available for classroom use, training faculty to use it, and expanding the image database and other digital collections. Enhancements were made to the course reserves and interlibrary loan systems.

In a continuing effort to enhance our online presence, attention was given to improving the Library website. A student focus group was convened and modifications to the site were made as a result of the information gathered. Enhancements to the New Additions page included the adding of book jacket images and links to Google Book Search. Brief online tutorials were created to explain basic tasks such as how to renew a book online. The Watzek Library website was chosen by the Association of College and Research Libraries for its "College Library Website of the Month" award in March.

Planning activities were undertaken throughout the year in a variety of ways. Continued strategic planning was conducted by Public Services and by the Systems Team. A Stacks Management Team was formed to take a comprehensive look at various issues and to plan for shifting and redistributing books and other materials throughout the Library. A plan was also made to prepare the Library in the event of a disaster.

The Faculty Stipend Program for Information Literacy Collaboration, which was initiated last year by the Library, continued this year with librarians working with faculty on class projects in the fall, and awards being made for the coming year. A survey of the research skills of incoming freshmen, developed by NITLE (National Institute for Teaching and Liberal Education), was done both at the beginning of the year and again at the end of spring term, after many students had received library instruction in the core course.

This was a banner year in leadership contributions of librarians from Watzek Library to the Orbis Cascade Alliance. Positions held included Member-at-Large of the Executive Committee, Chair of the Catalog Committee, Chair of the Electronic Resources Committee, Member of the Summit Borrowing Steering Committee, and Leader/Convener of the Short Term Summit Search Interface Working Group.

The Library continued to sponsor a variety of events. The exhibits, poetry readings (co-sponsored by the English department), lecture series, and concert are listed beginning on page 6 of this report. This year, with the help of funds from a Murdock information literacy grant, the Library organized and hosted a two-day workshop attended by librarians and faculty from several institutions. It was called, “Emerging Opportunities for Teaching, Learning, and Research in the Web Environment,” and was held at Skamania Lodge in Stevenson, Washington. The Library also hosted an EAD (Encoded Archival Description) style sheet workshop taught by the Society of American Archivists.

**Summary 2006-2007**
Activities

Access Services

• Hired new Access Services Manager (two searches)
• Hired new Graveyard Circulation Attendant
• Increased Summit fill-rate by 6% (moved from 29th to 8th of 35 libraries)
• Addressed "camping-out" issue in study rooms
• Installed new face-up book scanner for use in Interlibrary Loan
• Streamlined the electronic course reserves processing system and patron interface
• Examined book stacks usage and capacity

Reference Services/Library Instruction

• Answered 3,658 reference questions
• Conducted 131 research consultations
• Gave 75 instruction sessions
• Participated in the Carnegie Mellon READ Scale Study (qualitative statistics for Reference)
• Trained two librarians and two staff members to staff the Reference Desk
• Collaborated on projects for the library-sponsored Faculty Stipend Program for Information Literacy Collaboration
• Created tutorials for the Library home page
• Added 15 new database subscriptions
• Participated in two NITLE surveys to assess the research practices of freshmen
• Planned and implemented library orientation for New Student Orientation
• Examined different models for providing reference service

Collection Development/Preservation

• Received an NEH “We the People” grant for preservation assessment
• Held a preservation workshop for library staff
• Developed a disaster plan for the library
• Acquired and trained staff on the OCLC Collection Analysis tool
• Joined Portico, a service for preserving electronic scholarly journals
**Acquisitions**

- Placed 7,479 orders for books and audiovisual materials
- Added 1,153 bound volumes of print periodicals and 1,823 pieces of microform
- Acquired several new electronic journal packages from publishers through the Orbis Cascade Alliance

**Cataloging**

- Cataloged 7,941 titles to add to the Library's collection
- Hired and trained a new Cataloging Specialist
- Withdrew 2,100 titles from the collection
- Began project to classify the bound periodicals

**Library Technology and Web Site**

- Created and filled the position of Digital Services Coordinator
- Implemented system for integrating Innovative Interfaces (III) with the CLIO interlibrary loan (ILL) database, enabling borrowed ILL materials to be checked out to patrons on the Library’s automated system
- Conducted a student focus group on using the Library Web pages
- Improved New Additions application on the website by incorporating jacket images and Google Book Search capabilities
- Moved Web server and MDID server to virtualized platform
- Moved MDID to new metadata schema backed by FileMaker Pro database
- Developed new ILL form that checks requests against Library and Summit holdings and allows faculty and graduate students to request scanned copies of articles in the Library
- Modified public interface for uploading student theses
- Investigated federated searching

**Special Collections and Archives**

- Responded to over 500 requests for Archives information
- Answered over 1,200 requests for information in regard to Special Collections
- Received over 100 visitors/researchers to the Lewis & Clark Heritage Room
- Gave presentations to various groups on Lewis & Clark Expedition publications
- Gave presentations on Oregon conscientious objectors
- Gave curricular assistance to several class sessions
- Continued processing of all donated collections, including papers and manuscripts
- Added over 500 images with metadata to ContentDM digital collections
- Hosted an EAD style sheet workshop taught by the Society of American Archivists
- Submitted seventeen EAD (Encoded Archival Description) finding aids to the Northwest Digital Archives database
• Received the gift of a large collection of photographs relating to the Oregon Civilian Public Service Camps, from Henry and Mary Blocher
• Received the gift of paintings made in the Oregon Civilian Public Service Camps by Kemper Nomland, from Kemper Nomland
• Received a gift of oral history interviews with Manche Langley Harvey, a member of the Waldport, Oregon Civilian Public Service Camps
• Received a collection of correspondence and an original piece of art relating to Alan L. Hart, from Walter Marcus
• Received two portraits of C.E.S. Wood, from Mary Rose
• Received gifts of over one hundred new rare books including works relating to gender studies from James J. Kopp; books relating to pacifism from Charles Seluzicki; books relating to pacifism from Michael Lieberman; and works of poetry from Paul Merchant
• Collaborated with the English and Art departments to host a series of poetry readings and created broadsides for each reading

Visual Resources Collection

• Applied for grants to create a ceramics digital image database
• With Facilities Services, designed and installed earthquake-proof bracketing for VRC slide cabinets
• Enabled art faculty to use MDID@LC as a teaching tool
• Updated VRC scanning station with new computer, flatbed scanner and shelving for projects
• Prepared metadata mapping for addition of Archivision to the MDID collection
• Developed media carts for Art Studios
• Developed digital image projects workflow and instruction sheets

General

• Continued strategic planning
• Organized and held a grant-sponsored workshop on “Emerging Opportunities for Teaching, Learning, and Research in the Web Environment” in Stevenson, WA, August 2006
• Held a reception for faculty in the Library in September
• Formed a Stacks Management Team to develop a comprehensive strategy for dealing with stacks management issues
• Prepared library portion of the institutional self study for the 2008 NWCCU accreditation visit


Library Events

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<tr>
<th>Exhibits</th>
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<tbody>
<tr>
<td>Albany College History. Albany Hall, Lewis &amp; Clark College, permanent installation, January 2007</td>
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<tr>
<td>A Teenager at Chief Joseph’s Camp: Erskine Wood at Nespelem, 1892 and 1893. Lewis &amp; Clark College Law School, September-December 2006</td>
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<tr>
<th>Lecture Series</th>
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<tr>
<td>Rishona Zimring, Associate Professor of English, Lewis &amp; Clark College, &quot;The Literary Background of 1923,&quot; The Miller Center 105, September 13, 2006</td>
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<tr>
<td>Paul Merchant, Special Collections Associate, Watzek Library, &quot;Music of 1923,&quot; The Miller Center 105, September 27, 2006</td>
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<tr>
<td>Paul Merchant, Special Collections Associate, Watzek Library, &quot;Art of 1923,&quot; The Miller Center 105, October 11, 2006</td>
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<tr>
<td>Michael Munk, Emeritus Professor Political Science, Rutgers University, &quot;Portland's Bohemians,&quot; The Miller Center 105, October 25, 2006</td>
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<tr>
<th>Concert</th>
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Poetry Readings

**Marianne Boruch**, The Miller Center 105, February 13, 2007

**Jerry Harp** and **Paul Merchant**, Watzek Library Classroom, February 15, 2007

**Senior Poetry Reading**. Lewis & Clark College seniors, Armstrong Lounge, Manor House, April 19, 2007
## Statistics

### Collections

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<tr>
<th>Category</th>
<th>June 2007</th>
<th>06/07</th>
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<tbody>
<tr>
<td><strong>Books &amp; Periodicals</strong></td>
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<td></td>
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<tr>
<td>Total Volumes</td>
<td>307,200</td>
<td></td>
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<tr>
<td>Volumes Added</td>
<td>7,300</td>
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<tr>
<td>Total Titles</td>
<td>225,600</td>
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<tr>
<td>Titles Added</td>
<td>6,600</td>
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<tr>
<td><strong>Periodicals</strong> (all formats)</td>
<td>31,000</td>
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<tr>
<td><strong>Research Databases</strong></td>
<td>170</td>
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<tr>
<td><strong>Microform Items</strong></td>
<td>418,800</td>
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<tr>
<td><strong>Audiovisual Materials</strong></td>
<td>16,700</td>
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<td><strong>Slides</strong></td>
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<td><strong>Digital Images</strong></td>
<td>20,000</td>
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### Services 2006/07

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<tr>
<td><strong>Circulation</strong></td>
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</tr>
<tr>
<td>Checkouts &amp; Renewals</td>
<td>123,000</td>
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<tr>
<td>Summit Lending</td>
<td>24,000</td>
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<tr>
<td>Summit Borrowing</td>
<td>16,100</td>
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<tr>
<td><strong>Interlibrary Loans</strong> (excluding Summit)</td>
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<tr>
<td>ILL Lending</td>
<td>6,400</td>
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<tr>
<td>ILL Borrowing</td>
<td>8,300</td>
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<td><strong>Reference Desk Inquiries</strong></td>
<td>7,000</td>
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<tr>
<td><strong>Library Instruction Sessions</strong></td>
<td>75</td>
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<tr>
<td><strong>Research Consultations</strong></td>
<td>131</td>
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<tr>
<td>Visitors to Library (gate count)</td>
<td>368,000</td>
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<tr>
<td><strong>Hours Library Is Open</strong> (weekly)</td>
<td>141</td>
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### Building & Facilities

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<thead>
<tr>
<th>Category</th>
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<tbody>
<tr>
<td><strong>Total Square Footage</strong></td>
<td>104,000</td>
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<tr>
<td><strong>Library Seats</strong></td>
<td>520</td>
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<tr>
<td><strong>Group Study Rooms</strong></td>
<td>11</td>
<td></td>
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<tr>
<td><strong>Public Reference Computers</strong></td>
<td>25</td>
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Goals for 2007/08

The following goals have been identified as priorities for the Library and its departments in the coming year:

• Develop a plan to modify the use of library space to facilitate collaborative learning and incorporate new technologies
• Redesign the Library’s website
• Hire a new Acquisitions/Collection Development librarian
• Complete classification of print periodicals and integrate them into the book collection
• Develop a plan for shifting the collections
• Reduce the cataloging backlog of foreign language materials
• Introduce new digital services
• Add digital collections and finding aids to the Special Collections and Visual Resources databases
• Add database license information to the Electronic Resources Module on the Library’s automated system
• Improve the interface for the Electronic Resources Editor and add new features
• Create and implement a plan of outreach to under-served members of the L&C community
• Investigate a variety of models for conducting library instruction
• Add enhancements to the library catalog
• Develop a grant-funded digital collection for ceramics education