2010 Budget Requests
WIU Libraries

Phyllis C. Self, Dean

March 24, 2009

FY 2009 University Libraries Budget

Personal Services	3,144,469
Operating Budget	204,300
Library Materials (44 Departments – 4 colleges)	1,571,200
Total	4,919,969

Library Personnel

Administrative (Dean & Associate Dean)	2
Academic Support Professional (Development Officer)	1/3
Faculty (as of 3/11/09)	18
Civil Service	40
Students	74

Mission

University Libraries is engaged with a community of individuals dedicated to learning who will have a profound and positive impact on our changing world through the interaction of instruction, research, and public service. The libraries support the education, research and information needs of the faculty, the university administration, staff, students, and the people of the region by making its rich collections and information services available anytime and anywhere.

A Brief Review of the Division's Goals and Objectives for FY09

Goal 1: Support Student Learning

Goal 2: Acquire, preserve, protect and assess current and future collections of the library

Goal 3: Create usable attractive spaces to support library activities and student learning

Goal 4: Enhance technology innovation and implementation to provide the delivery of quality resources, services, and information to any WIU student, faculty, or staff member anytime and anywhere in support of general education, graduate education, distance education, Quad Cities and nursing programs.

Goal 5: Establish WIU Libraries as a regional center of library excellence

Goal 6: Develop and foster library faculty and staff development in order to deliver better service to our library users

Goal 7: Raise the external fundraising profile of WIU Libraries

FY09 Accomplishments
Academic Excellence

- Signature Collections:
  - Government Documents & Legal Reference
  - Petersen Ornithological Collection
  - Leibovitz Collection (Quad Cities Library)
  - Children's Literature Examination Center (Curriculum Library)

FY09 Accomplishments
Academic Excellence

- SFX Link Resolver

  10 Most Frequently Used Journals (via SFX)

  - Wall Street Journal
  - Current Directions in Psychological Sciences
  - Child Development
  - Sex Roles
  - Chronicle of Higher Education
  - Reading Teacher
  - Journal of the American Dietetic Association
  - Educational Leadership
  - Journal of Adolescent & Adult Literacy
  - Science

FY09 Accomplishments
Academic Excellence

- Creation of Digital Studio
  - “Text Me” Video

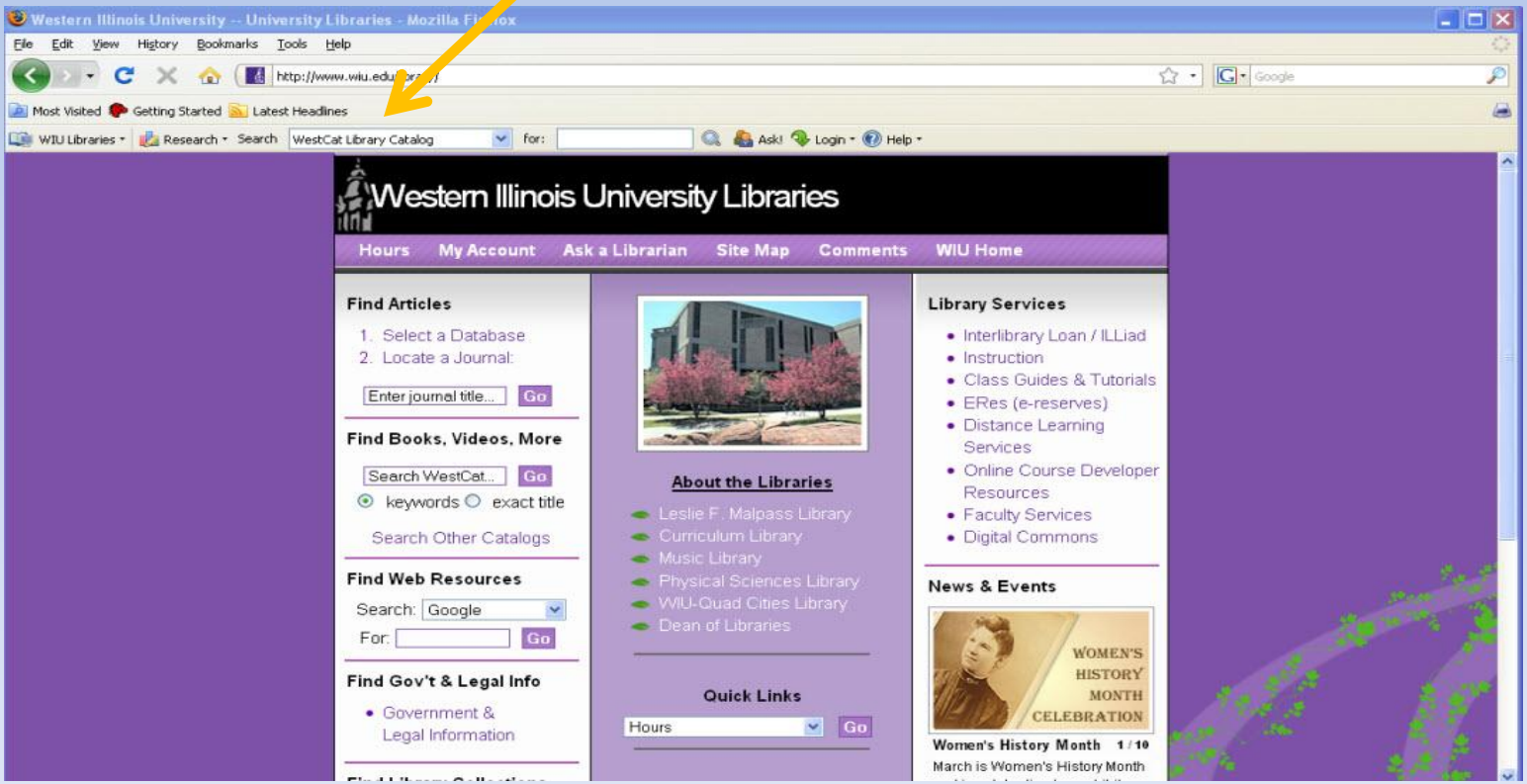
“Text Me” Video Clip

FY09 Accomplishments
Academic Excellence

- Creation of Digitization Unit and WIU Digital Library

FY09 Accomplishments
Academic Excellence

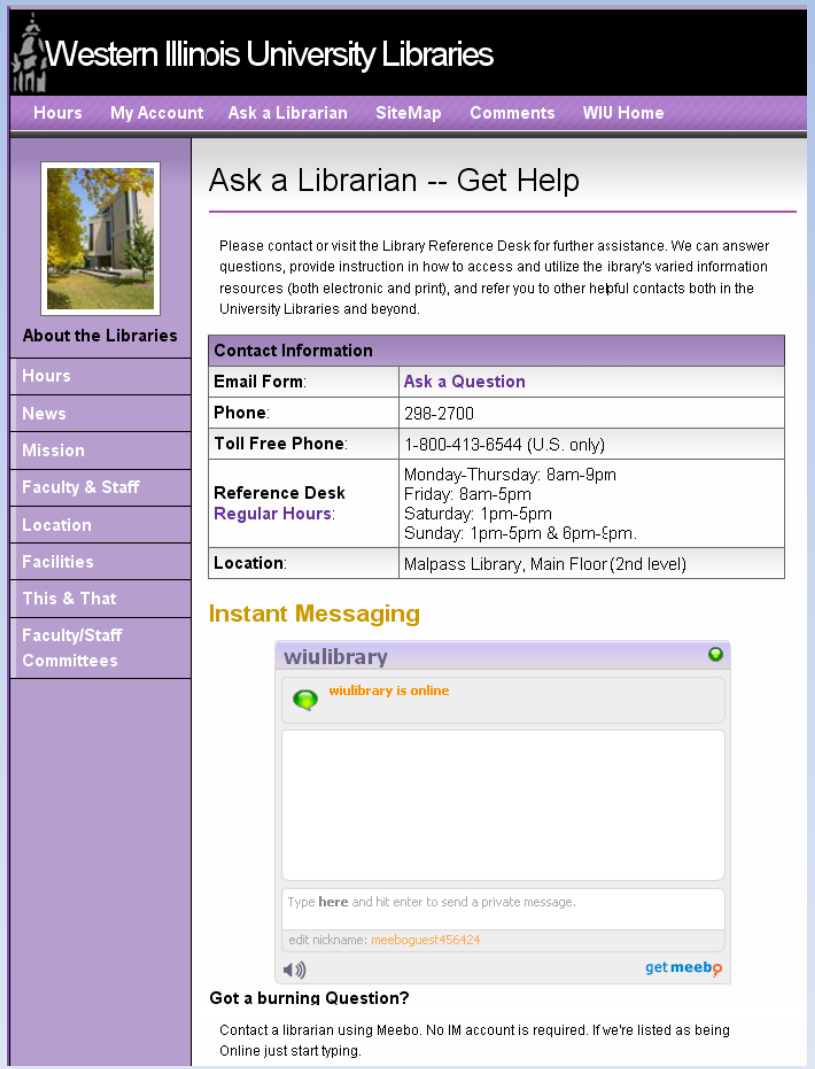
- Firefox Library Toolbar



FY09 Accomplishments
Academic Excellence

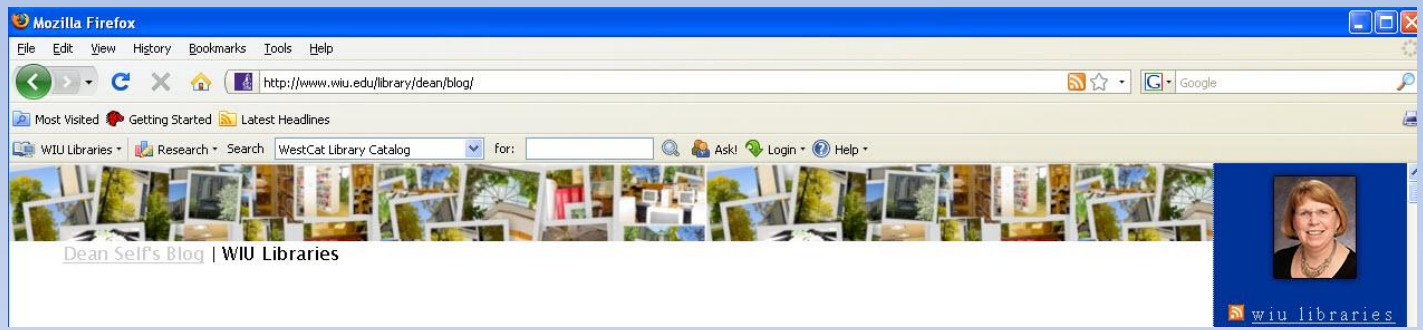
- Meebo

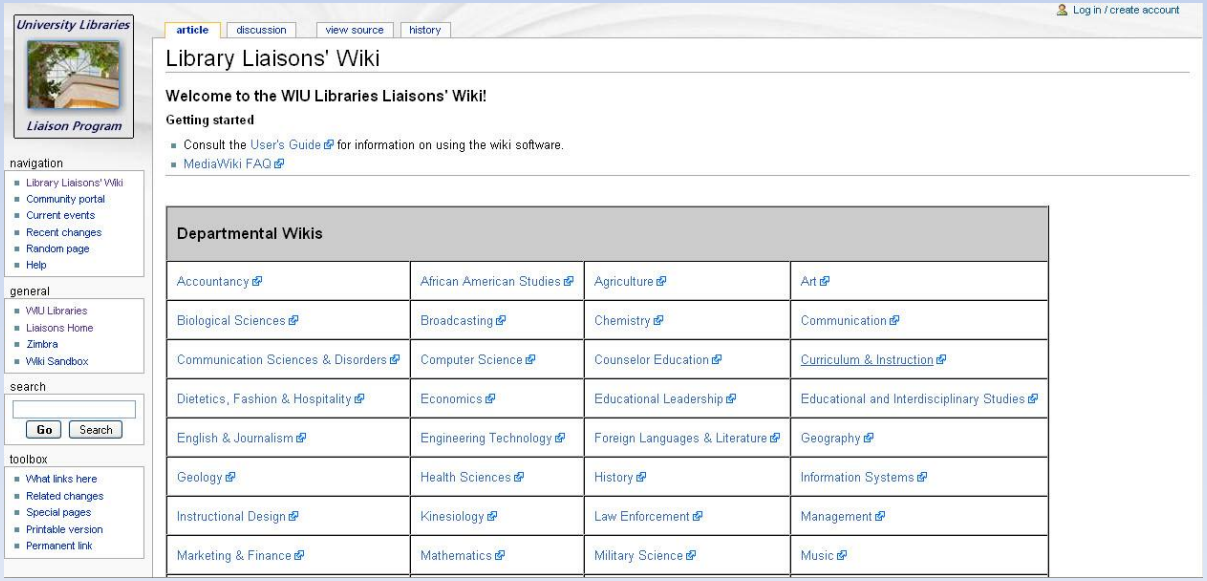
  Instant messaging



FY09 Accomplishments
Academic Excellence

- Blogs/Wikis





FY09 Accomplishments
Academic Excellence

- Top 4 WIU websites used:

➢ WIU Libraries	2,937,052
➢ Web Calendar Account	1,669,605
➢ University E-mail Options	1,365,221
➢ Webmail	1,206,843

FY09 Accomplishments
Academic Excellence

- ILL increased service

Response from recent ILL user:

“I am so very grateful for your services. I am 45 and was also in grad school back in the mid-80's when everything had to be done "by hand," so to speak, traipsing about the library looking for journals and then copying each article, one page at a time. I am absolutely in awe of how much simpler things are now, in no small part thanks to all of you.”

FY09 Accomplishments
Academic Excellence

- Library Liaison Program
  - Comments from some of our responders:
    - **"The program contributes in making the WIU the best I have experienced in my academic career."**
    - **"Our department liaison has been very proactive and is making a point to keep us updated and provide information resources."**
    - **"It gives the faculty and a student a specific person they contact."**
    - **"It puts a face with the library and the ability to talk one on one with someone to answer questions in a simple way."**

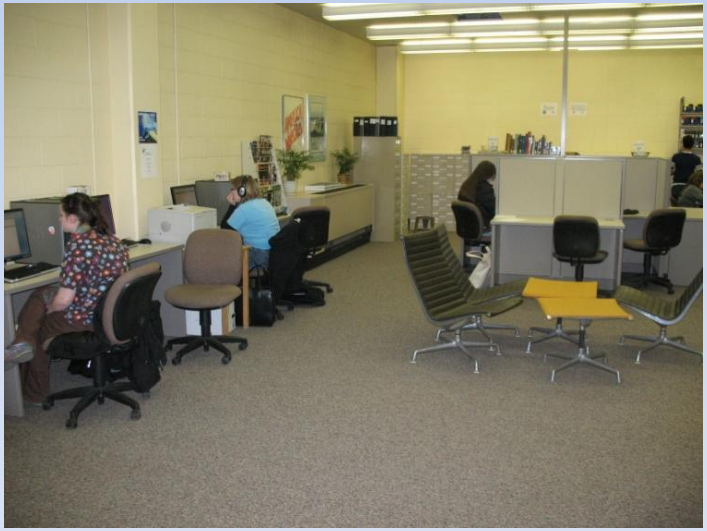
FY09 Accomplishments
Academic Excellence

- Merger of Acquisitions and Cataloging

FY09 Accomplishments
Academic Excellence

- Revitalization of Library environment
  - Reupholstered chairs
  - International Artwork
  - Reinvigorating of plants
  - Music Digital Commons

Music Library

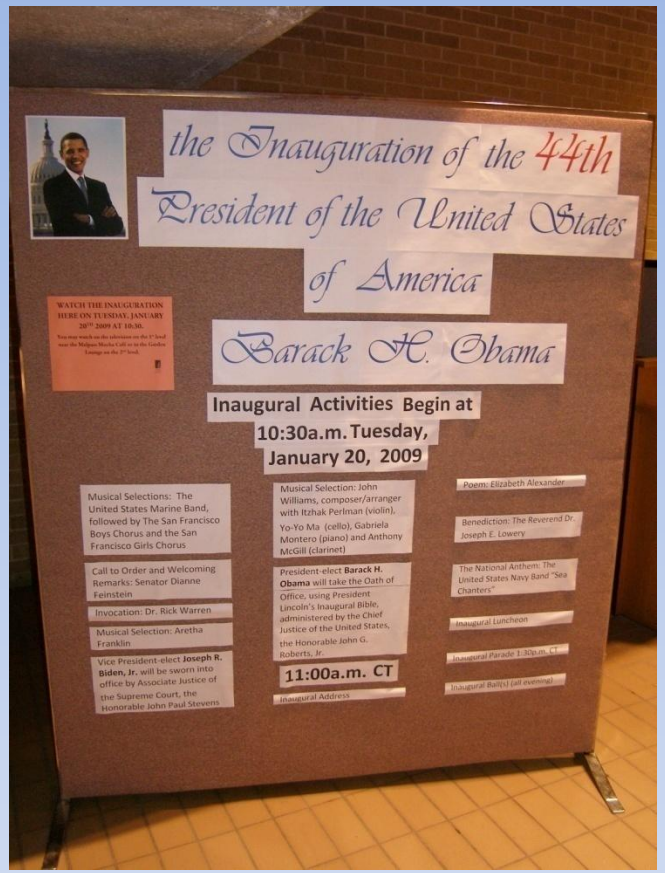


FY09 Accomplishments Educational Opportunity

- Participated in:
  - International Student Orientation
  - Graduate Student Workshops
  - 80's Open House
  - SOAR library tours
  - Discover Western Programs
  - Campus Organization Fairs
  - Student Honors Association Fairs
  - Family Weekend and Moms' Weekend
  - Welcome tables for fall orientation

FALL ORIENTATION

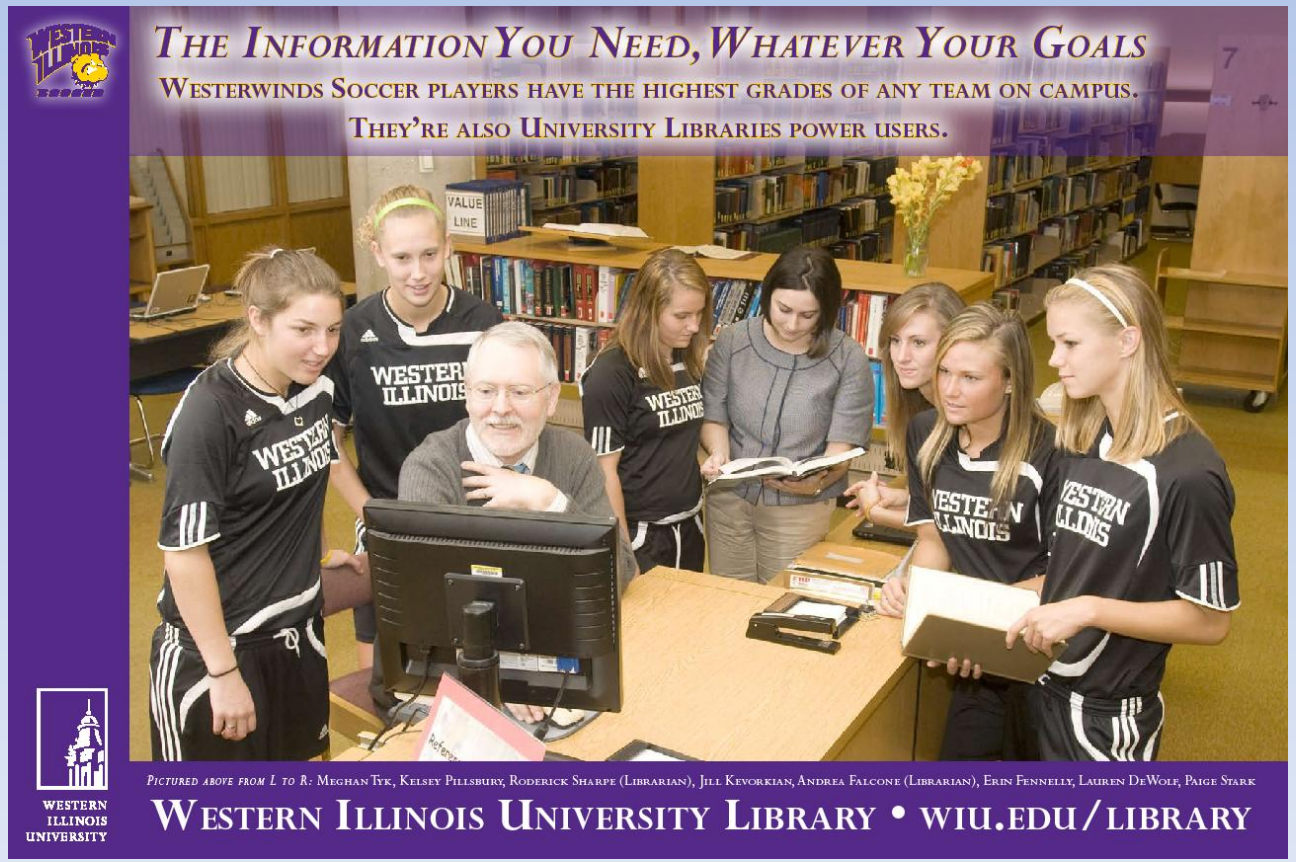
WELCOME TABLE



Inauguration Viewing in Malpass Library

FY09 Accomplishments
Educational Opportunity

- Created group study spaces



FY09 Accomplishments
Educational Opportunity

- Tutoring and writing center services

FY09 Accomplishments
Educational Opportunity

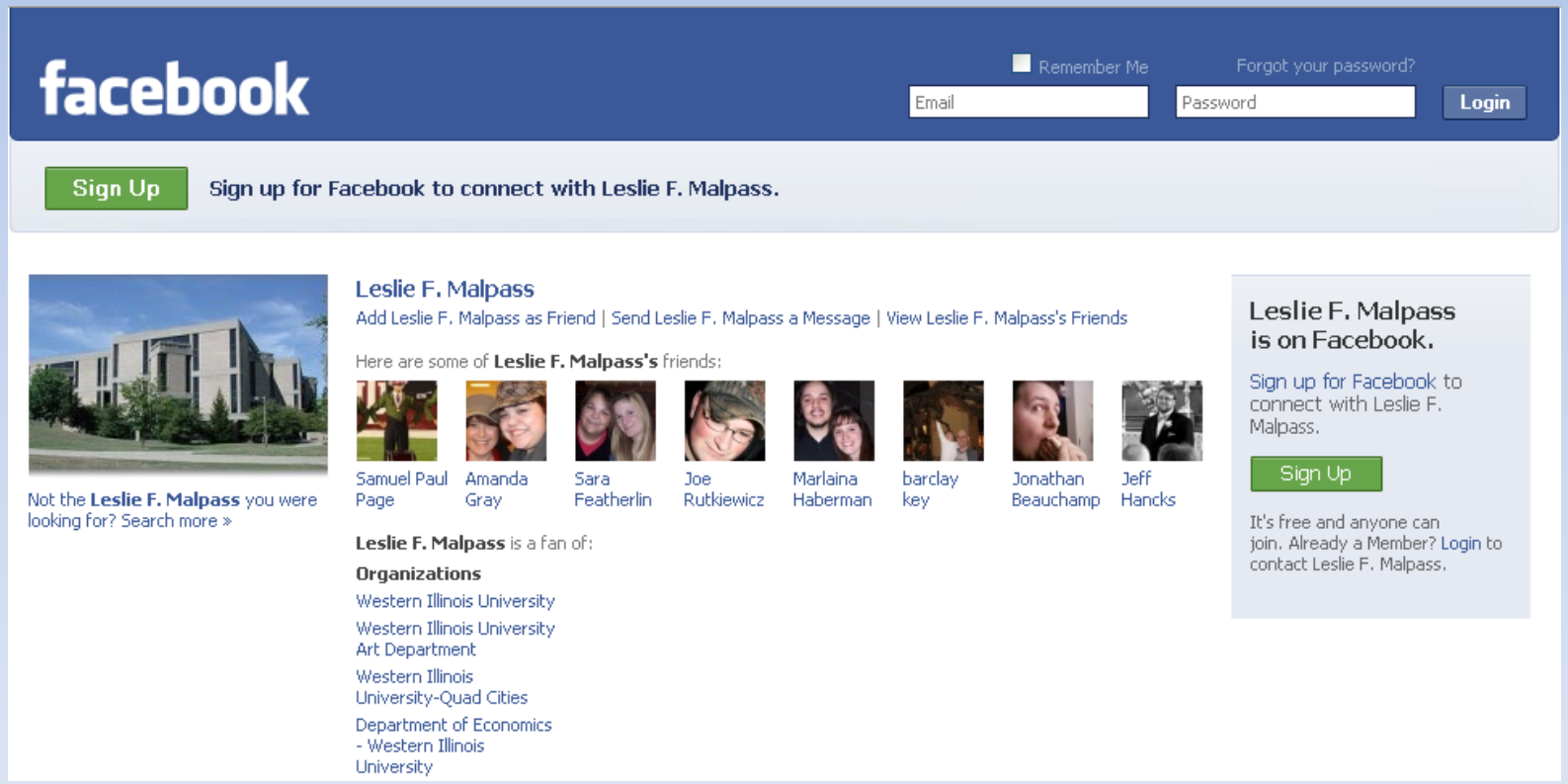
- Graham Scholarships awarded to:

Alaura Kartel (Circulation)

Nicole Baber (QC Library)

FY09 Accomplishments
Educational Opportunity

- Facebook, Flickr



FY09 Accomplishments
Personal Growth

- Game Nite
  - Marketing of Library through Game Nite Video

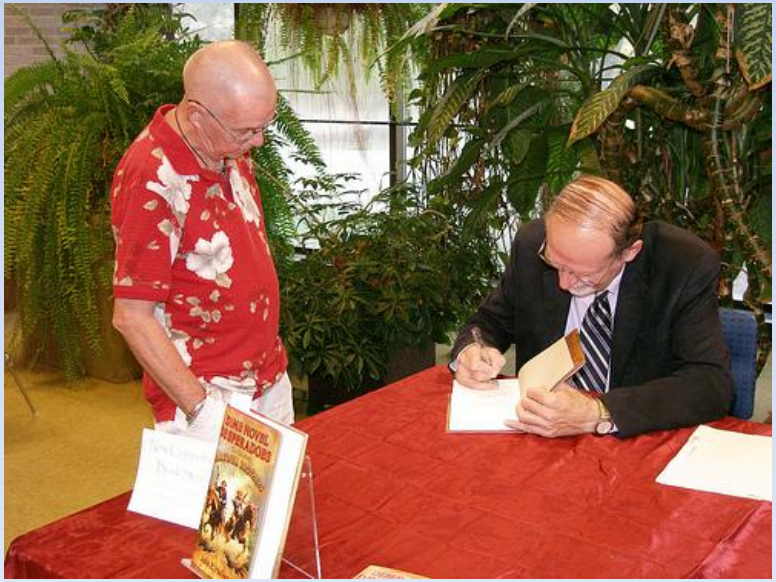
FY09 Accomplishments
Personal Growth

- Staff Development
  - Project Management
  - Carpal Tunnel
  - Time & Meeting Management
  - Nursing Program overview
  - Microsoft Excel (basic and advanced)

FY09 Accomplishments
Personal Growth

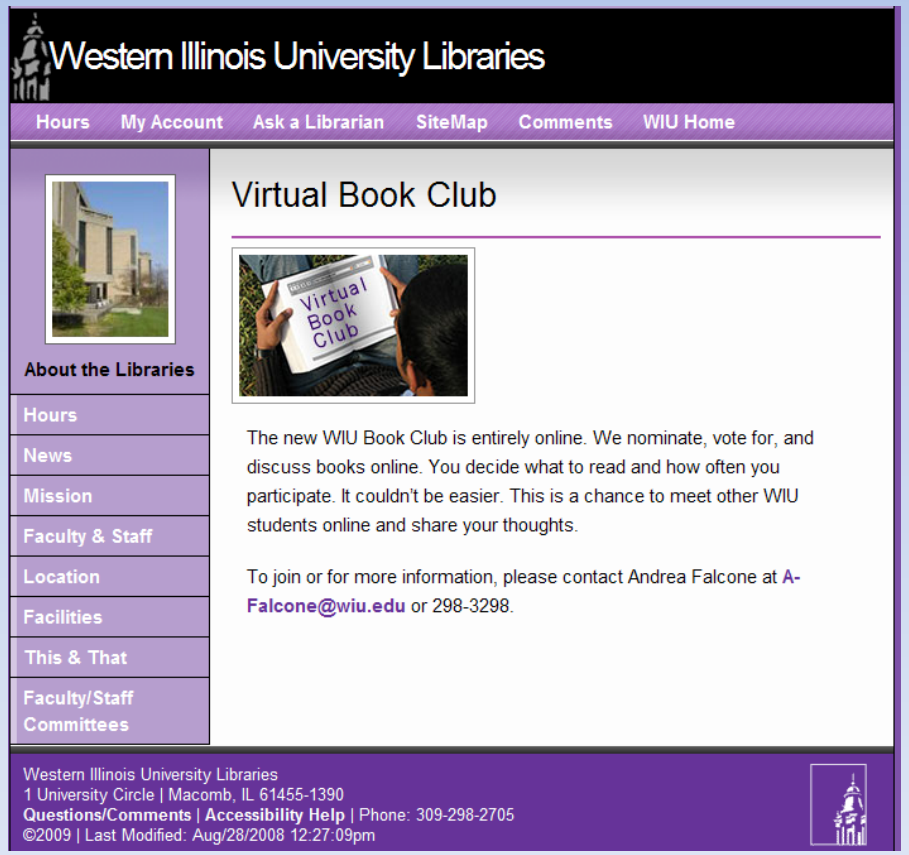
- Hosted events including:
  - Faculty Author Series
  - Garden Lecture Series
  - Trivia Contest (Reference Services)
  - Author Recognition
  - Dime Novel Desperadoes
  - Science Fiction Film Series (co-sponsor with CITR)

WIU Libraries Events



FY09 Accomplishments
Personal Growth

- Created WIU Virtual Book Club



FY09 Accomplishments
Social Responsibility

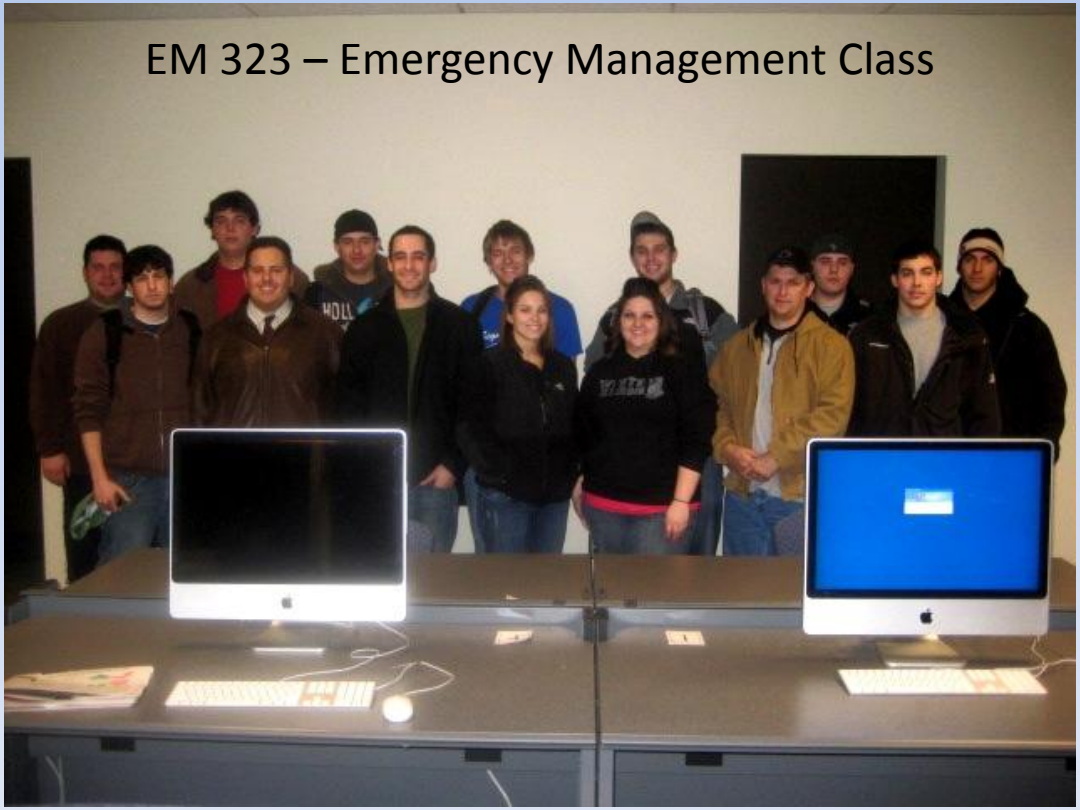
- Exhibits
  - Banned Books
  - Springfield Race Riot
  - Native American Heritage Exhibit & Lecture
  - African Literature Association Event

FY09 Accomplishments
Social Responsibility

- Outreach services
  - "Shall We Dance: The Librarian and Economic Development Professional"
  - Jefferson House
  - Salvation Army
  - Macomb Junior-Senior High School

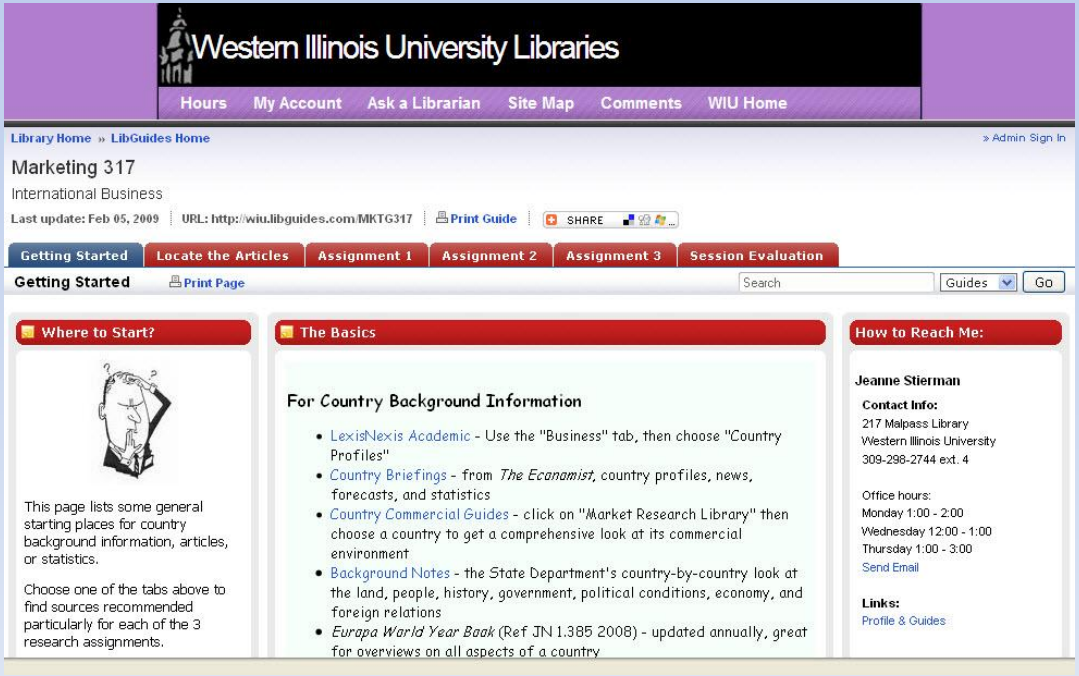
FY09 Accomplishments
Social Responsibility

- University Security Emergency Taskforce



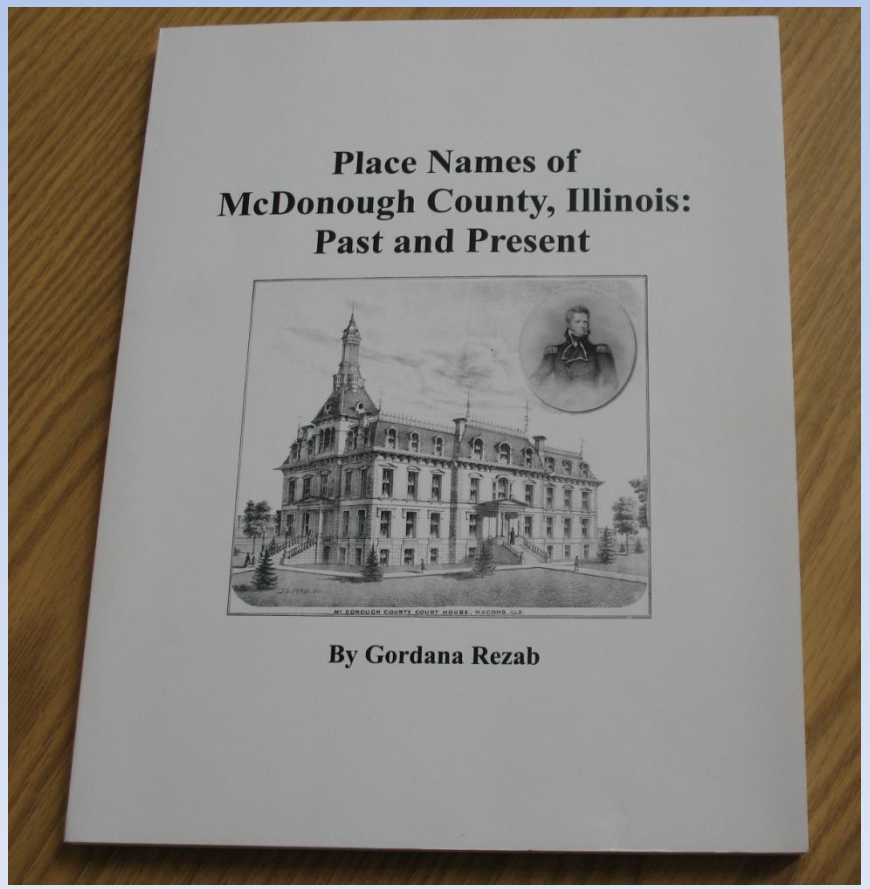
FY09 Accomplishments
Social Responsibility

- CITR programs
  - LibGuides
  - CHAT – Integrating 21st Century Skills in Teaching and Research



FY09 Accomplishments
Social Responsibility

- New Western Illinois Monograph Services



Section I - C

Indicate measures of productivity by which the unit’s successes can be illustrated.

Service Function	2000	2007	2008	Percent Increase/Decrease
Circulation	47,403	26,550	26,808	.97% increase
Reserves (Traditional)	1120	2658	1895	28.7% decrease*
E-Reserves	7 courses (2006 data)	83 courses	48 courses	42% decrease*
Gate Count	326,777	477,962	504,042	5.45% increase
Instructional Programs	120 (2002 data)	245	250	2% increase
Interlibrary Loan Borrowed	11,319	10,732	14,203	32% increase
Interlibrary Loan Lending	17,602	13,953	14,327	2.68 % increase
Electronic Journal Access	Approx. 300	25-30,000	29,214	
Reference Questions	10,914 (2003 data)	15,560	10,977	29.5% decrease
Reserves	124 courses	181 courses	178 courses	1.65% decrease*
Web Stats Pages viewed	2,138,156 (2002 data)	2,366,678	2,937,052	24% increase

*decrease due to course reserves migration to Western Online

Section I – D

Describe how the division used funds to enhance accomplishments and productivity.

Enhanced Accomplishments & Productivity

1. Western Illinois University Foundation funds

   Foundation funds were used to reinvigorate plants in the Malpass Library and to purchase international artwork.

2. Funds available due to vacant positions or dollars saved through hiring of new personnel at whatever level those funds reside

   Library staff members are being brought in at lower, but appropriate rates. Savings are being used to add positions and upgrade library facilities.

Enhanced Accomplishments & Productivity

3. Grants, contracts, or local funds

   LSTA grant of $37,248 was used to build rural library partnership to support regional economic development.

4. Internal Reallocations: For reallocations over $20,000, identify the amount, area that was reallocated from, and the priority that funds supported

   $60,000 was transferred from Reserves to support the acquisition of technology. This was a one-time transfer, not a permanent allocation.

Enhanced Accomplishments & Productivity

5. Other fund sources

- Brian Clark received a $600 CITR stipend for Faculty Travel.
- Sean Cordes received a $574 CITR stipend for Faculty Travel.
- Andrea Falcone received a $1,000 CITR stipend for the Summer Faculty Institute.

Budget Enhancement Outcomes for FY09

For each budget enhancement received in FY09 complete an Accountability Report form (Attachment A). Be specific about approved productivity measures.

- The Provost Office provided $40,000 in personnel funds to support the creation of the Associate Dean of Libraries position

- The Provost Office provided the Library with a one-time allocation of $25,000 additional student help dollars

FY10 Goals

Major Objectives and Productivity Measures for FY10

List the most important goals and objectives the division will pursue in FY10, and how these actions will be measured/assessed.

- **Goal 1: Support Student Learning**

- **Goal 2: Acquire, preserve, protect, catalog and assess current and future collections of the WIU Libraries**

ARCHIVES AND
SPECIAL COLLECT
STAFF ONLY
RESTRICTED AREA
1A
FELLOWES

FY10 Goals

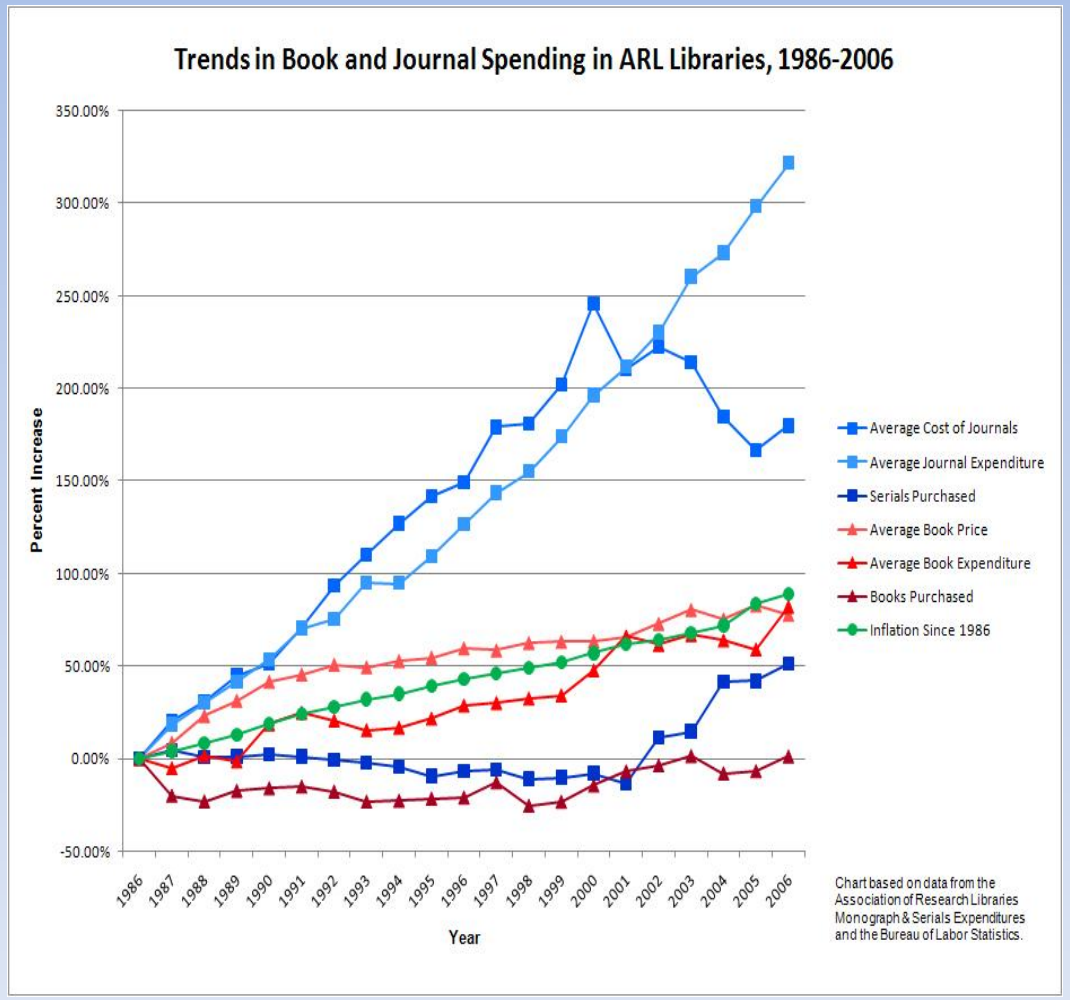
- **Goal 3: Develop and implement an educational program on scholarly communication and publishing for improved access and dissemination of information**

Copyright and Open Access

•Greater access to scholarship

•To urge faculty members to reserve their copyrights to ensure that they too can make their own scholarship available in stable, open, digital formats."

•Ending print publication of its journals and to making "definitive versions of journals and other scholarship produced at the school immediately available upon publication in stable, open, digital formats."



FY10 Goals

- **Goal 4: Create usable, attractive physical and virtual spaces to support library activities and student learning**

FY10 Goals

- **Goal 5: Enhance technology innovation and implementation to provide the delivery of quality resources, services, and information**

- **Goal 6: Establish WIU Libraries as a regional resource**

FY10 Goals

- **Goal 7: Foster library faculty and staff development in order to deliver better service to our library users**

- **Goal 8: Raise the external fundraising profile of WIU Libraries**

Technology Goals and Objectives

List the most important technological goals and objectives the division will pursue in FY10, and how these actions will be measured/assessed.

Goal: Enhance technology innovation and implementation to provide the delivery of quality resources, services, and information (use statistics)

1. Secure permanent funding for a sustainable 4 year replacement cycle of technology, including accompanying support services (**on-going)**

2. Utilize technology to provide multiple access points and educate users to access available print and electronic resources **(on-going)**

3. Secure funding for dedicated, sizable, library server for “live” projects that we need to stream over the Internet (blogs, video, etc) **(short-term)**

Technology Goals and Objectives

List the most important technological goals and objectives the division will pursue in FY10, and how these actions will be measured/assessed.

4. Enhance information delivery using high-end copy, transmission and data management systems (e.g., ILLiad, ERes) to support WIU and our educational partners **(on-going)**

5. Explore emerging technologies to support the delivery of information **(on-going)**

6. Develop web-based databases, applications, gateways, resource guides and other technologies that integrate and provide access to library resources, services and information **(on-going)**

7. Support and promote the use of university supported technology such as WebCT and Zimbra, and library technology research tools such as RefWorks **(on-going)**

Technology Goals and Objectives

List the most important technological goals and objectives the division will pursue in FY10, and how these actions will be measured/assessed.

8. Enhance the access and use of library collections by digitizing selected print materials (e.g., Archives/Special Collections) **(on-going)**

9. Utilize technology to eliminate redundancies in acquiring, processing and managing print and digital information **(on-going)**

10. Establish strong lines of communication with University Technology **(on-going)**

11. Encourage the use of social networking and mobile computing sites to develop a sense of community within the library and beyond **(on-going)**

Internal Reallocations and Reorganizations: Western Illinois University – Macomb

What are planned FY10 reallocations or reorganizations, including the movement of positions, the upgrade of positions, the creation of new positions, or the reallocation of personnel or operating funds?

- During FY09 there were several staff and facility reorganizations which are reported in the Libraries' accomplishments. To improve efficiencies and adjust to the changing publishing world Acquisitions and Cataloging were merged. Circulation and Interlibrary Loan were merged into Access Services to provide a single access point for users to obtain materials. We created the Digital Studio through reassignment of ACEs and use of student workers. During 2010 we plan to conduct both qualitative (Focus Groups) and quantitative (LibQual) assessments of all library services and address the outcomes of these changes. There are no planned reorganizations for University Libraries in 2009.

How do these reallocations and reorganizations further Strategic Plan goals and objectives?

- No planned reorganizations

Internal Reallocations and Reorganizations: Western Illinois University – Macomb

*If you requested, but did not receive **ongoing** funds for FY09, describe how this affected your unit.*

The only new funds we received in FY09 were $25,000 (one time dollars) of the $40,000 requested to support the increases in our student wage budget as a result of increases in minimum wage. Minimum wage increased from $7.50 to $7.75 and will increase to $8.00 in July 2009.

Internal Reallocations and Reorganizations: Western Illinois University – Macomb

In addition, we requested (but did not receive) funding for the following:

- Flexible Instructional Classroom Facility: The existing instructional classroom facility is constantly booked and limits our ability to provide more instruction
- Collection Development funds: Because there has been no increase in collection dollars to offset the rising inflation, we are forced to reduce the number of journal subscriptions by roughly 30% this year
- Information Literacy – additional faculty: Without an additional faculty member we limit our ability to respond to student needs
- Nursing/Science Librarian and collection materials: The library is unprepared to support the nursing program
- Online International Government Organization Information Initiative: Internationally we have been limited in our acquisitions to only freely available materials

Internal Reallocations and Reorganizations: Western Illinois University – Macomb

Describe how all reallocations, permanent and temporary, will affect the unit's standard performance measures.

No reallocations requested.

Internal Reallocations and Reorganizations: Western Illinois University – Macomb

How are you planning to find new funds?

Describe divisional strategies to seek additional resources (e.g., grants, Foundation)

Library faculty and administration will be applying for funds/grants from CARLI, the State Libraries' LSTA funds and other granting agencies.

The Dean will work with the Library Leadership Board and WIU Foundation to obtain planned gifts and other sources of revenue.

Provide an explanation of how additional resources would be used to enhance divisional objectives.

These funds will be used to create endowments to support collections, the Libraries Student Assistant scholarship, and the creation of WIU's Digital Library.

Internal Reallocations and Reorganizations: Western Illinois University – Macomb

How are you planning to find new funds?

Summarize long-term external funding goals which extend beyond FY10

The Dean and the Libraries' Development Officer have established a strong presence with existing donors. Working with existing donors the Libraries plan to create outreach initiatives for rural libraries, host a homecoming event for former student library workers, and market the many resources and programs we have in WIU Libraries.

Identify new donors according to WIU Foundation guidelines.

Internal Reallocations and Reorganizations: Western Illinois University – Macomb

How are you planning to find new funds?

Develop indicators/benchmarks to track attainment of goals

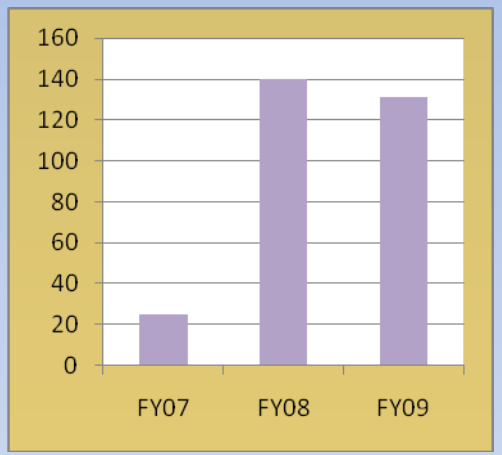
WIU Foundation tracks the number of donations, the number of contacts made, and the actual donations.

Working with Foundation we track the number of contacts and dollars. In FY10 we plan to raise $100,000 and contact 150 donors. (WIU Libraries Development Officer is shared with two other departments)

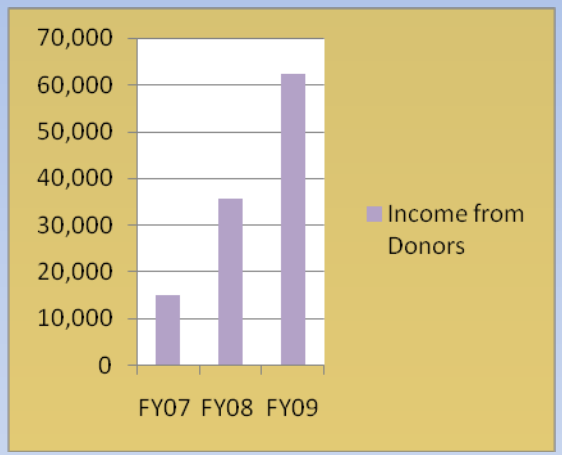
The library faculty and administration plan to submit and receive funding for at least 2 grant funded projects during FY10.

2008 Donor Information

Donor Contacts



Income



Internal Reallocations and Reorganizations: Western Illinois University – Quad Cities

What are planned FY10 reallocations or reorganizations, including the movement of positions, the of positions, the creation of new positions, or the reallocation of personnel or operating funds?

None

How do these reallocations and reorganizations further Strategic Plan goals and objectives?

Not Applicable

*If you requested, but did not receive **ongoing** funds for FY09, describe how this affected your unit.*

Not Applicable

Describe how all reallocations, permanent and temporary, will affect the unit's standard performance measures.

Not Applicable

Sec. VI-A,B,C,D

Internal Reallocations and Reorganizations: Western Illinois University – Quad Cities

How are you planning to find new funds?

Describe divisional strategies to seek additional resources (e.g., grants, Foundation)

Promotion of the Leibovitz Endowment – brochure and open house are being planned during the 2009 academic year

Provide an explanation of how additional resources would be used to enhance divisional objectives

Dollars raised would support the growing collection needs for the Quad Cities programs

Internal Reallocations and Reorganizations: Western Illinois University – Quad Cities

How are you planning to find new funds?

Summarize long-term external funding goals which extend beyond FY10

Planning will begin to address Library Support as the campus grows

Develop indicators/benchmarks to track attainment of goals

Monitor University Foundation accounts and statistics as well as collection use data

Sec. VI-E-c,d

Internal Reallocations and Reorganizations: Western Illinois University – Quad Cities

How are you planning to find new funds?

What is the current status of the long-term funding goals established last year?

We have been in a holding pattern due to building constraints. The libraries' overall philosophy is WIU users will have access to library services and information regardless of location.

New Operating Resources

Not Associated with New Degree/Certificate Development

Priority	Title of Funding Request	Amount Requested for One-Time Funding (FY10 only)	Amount Requested for Continuous Funding*
1	Student Wages		48,000 Permanent
2	Collection Materials	19,550	229,614 Permanent
3	Nursing/Science Librarian & collection		97,000 Permanent
4	WIU's Digital Library	15,000	4,000 Permanent
5	International Documents Collection		33,357 Permanent
6	Electronic Resource Management (ERM) Tool	52,505	11,527 Permanent

New Operating Resources

Not Associated with New Degree/Certificate Development
Facilities over $100,000

Priority	Title of Funding Request	Amount Requested for One-Time Funding (FY08 only)	Amount Requested for Continuous Funding*
1	2nd Floor carpet replacement	183,475	
2	4-year computer replacement plan		100,000 Permanent
3	Compact Shelving – Archives	300,000	

Scholarly/Professional Activities

Provide the total number of scholarly/professional activities in your area for the following categories:

- Book publications - 1
- Chapter/monograph/refereed article publications - 4
- Creative activities
- Conference presentations - 208

Quad Cities Library Staff

WIU MALPASS LIBRARY

STAFF

Improving the WIU Libraries' Experience