

CUNY - HUNTER COLLEGE

Hunter College Libraries

Annual Report 2015-2016

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I would begin this report with the work done by Linda Dickinson, our Collection Development Librarian, since, as she mentions, the Library’s budget was good again this year; more than sufficient for our continuing commitments and allowing for new resources. Our budgeting problems stemmed from the dates that the funds were allocated (and unallocated) to us.

This year no funds designated as Textbook Initiative were given to us. CUNY claims that these funds were distributed to the campuses and may have been included in library budgets but if so, we were not informed. Contractual Services was subsequently increased to \$1,617,180.

On Dec. 23, the Tech Fee amount was increased to \$490,000. Getting the full Tech Fee amount so late in the year causes difficulties for Acquisitions because these funds are intended for electronic resources, and most of those are billed July – October. Because most of our electronic resources were already paid for, (we had sufficient OTPS funds) we were able to acquire new resources in the spring.

The final OTPS allocations below are from CUNYFirst:

Budget Account ID	Budget Account Name	Allocated Budget	Encumbrances	Expenditures	Available Budget
80120	NPS Supplies and Materials	93984.00	5608.36	83453.82	4921.82
80121	NPS Travel	32000.00	4441.66	23255.62	4302.72
80122	NPS Misc Contractual Services	1692411.00	126367.03	1553843.62	6200.35
80123	NPS Equipment Acquisitions	7780.00	670.74	6962.35	146.91
80122	NPS Misc Contractual Services	490000.00	6320.39	481120.79	865.47
		2,316,175.00	Library Total		

In addition to the OTPS funds, listed above, and additional \$611,164 was spent on library resources through CUNY journal transfers, outside of CUNYFirst. Most of these were the CUNY STEM resources but also a few other shared purchases. Counting all funding sources, Library material expenditures totaled \$2,788,105.

The department experienced the same problems with procurement as in previous years; chiefly, documents taking months to be approved by CUNY Legal, and CUNYFirst failures resulting in late payment of invoices and purchase orders having to be re-created up to five times for a single vendor.

Our biggest year-end problem was not being able to identify encumbered funds left in purchase orders that had to be re-created. We assume that when Purchasing tells us a PO has failed and they have cancelled it, and a new one has to be created, that they have removed the unspent balance from the failed PO. This is not always the case. There were large balances left in some purchase orders that we could have spent had we known about them. It is very difficult to determine balances in CUNYFirst.

The following is the area in which Linda deserves special praise and I wish to emphasize how much the students benefit from her deftly finding and funding databases we can use. Her skills in this area cannot be overemphasized, she is truly doing the students and faculty of Hunter a major service, largely behind the scenes.

These are new resources added this year.

African American Historical Serials Collection (purchase)

Anthropological Fieldwork Online (purchase)

APA Ebook Collection 2016 (purchase)

Civil War Primary Source Documents (purchase)

Counseling and Therapy Online, Current Practices (purchase)

Disability in the Modern World (purchase)

Early American Newspapers, Series 1, 2, 10 (purchase)

Early English Books Online (purchase)

Filmakers's Library (purchase)

Gallup Analytics (subscription)

Gateway to North America (purchase)

Historical Statistical Abstracts vol.2 and 3 (purchase)

JSTOR Ebook DDA

JSTOR Life Sciences Journal Collection; JSTOR Ireland Journal Collection

LGBTQ History and Culture Since 1940 (purchase)

Oxford Handbooks Online – Psychology (purchase)

Revolutionary War Era Orderly Books (purchase)

Springer 2016 Ebook Collection (purchase)

Statista (subscription)

Theatre in Video 1,2 (purchase)

Wiley journal backfiles (purchase)

Monographs

3490 titles were ordered

3274 volumes were received

443 books were completed mending

4,285 volumes were received as donations

1,763 volumes were given away as free books

Circulation Statistics from 7/01/10-6/30/16

	Main	Reserve	Social Work	Health
Check Outs	45,476	125,147	7,047	1,623
Renewals	20,765	821	721	196
Check Ins	45,525	125,215	7,055	2,061
Holds/Recalls	28,378	0	1,159	334

7/1/2014-6/30/2015

	Main	Reserve	Social Work	Health
Check Outs	47,827	11,236	7,532	1,756
Renewals	17615	1396	812	152
Check Ins	47,374	118,166	7,516	1,743
Holds/Recalls	15215	0	1,291	323

Analysis of Circulation Statistics

The loans figure has decreased by almost 2,500 checkouts since last year, and has hit an all-time low for the twelve years we have been keeping these figures

Year	Main	Reserve	SSW	HPL
2003-2004	75,359	77,815	23,242	7,414
2004-2005	70,993	58,367	17,170	5,809
2005-2006	69,056	45,355	18,587	5,527
2006-2007	86,534	40,103	20,267	5,316
2007-2008	91,037	56,832	18,845	5,430
2008-2009	80,321	57,706	16,434	5,461
2009-2010	76,630	65,638	16,670	5,779
2010-2011	69,921	83,557	14,127	5,771
2011-2012	65,055	86,285	11,111	4,331
2012-2013	57,752	89,094	10,627	3,185
2013-2014	54,478	101,221	10,124	2,998
2014-2015	47,827	118,236	7,532	1,756
2015-2016	45,476	125,147	7,047	1,623

Nevertheless, the circulation checkout figures have continued to drop steadily for the last eight years, a trend too striking to ignore. It may be too much to say that the printed book is on the way out – these are popular not only among the older generation, but even have an appeal to the younger set (see: <http://www.geekwire.com/2014/pew-people-reading-e-books-print-still-popular/>, <http://www.digitalbookworld.com/2015/why-authors-and-readers-still-want-print/>, <http://www.wsj.com/articles/SB10001424127887323874204578219563353697002>). It seems possible, even plausible, that print books will one day go the way of the dodo, but it seems unlikely that this will happen for at least the next generation or so.

In the meantime, while the estimated 45,476 checkouts in one year is an all-time low in the time we have been keeping these figures, it is still more than two books for every Hunter student, and an average of 132 books per day. In addition, it should be mentioned that our gate count has never been higher, staying near 1,000,000 despite our not have 2 floors (6 and 7). Therefore, “the library as place” is a very important concept. The floor counts do show that the students did not use the lower floors as much because of the elevators being out for 9 months.

Audio Visual Reserves and Microforms

Laptop Loans

This fiscal year alone saw the addition of 36 New Mac Book Pros, 29 Dell Chrome and 55 Lenovo Think Pads to the circulating collection of the A/V desk on the second floor; They now have a total of 64 Mac laptops, 25 Dell laptops, 55 Lenovo laptops, 28 iPads, 26 surface tablets, 4 wireless keyboards and 4 mice for the co-labs on the 3rd floor, and 4 TI-83 graphing calculators.

Note: Despite the popularity of the laptop loan program, it would seem there will be no new machines for fall 2016. The students like laptops and available plugs. For the coming fiscal year, A/V were expecting 100 more laptops, we understand that may not happen, which is unfortunate.

Laptop Statistics

July 2010 - December 2010 - 2,098 Dell laptops and 5,695 Macs were circulated.

January-May 2011 - 778 Dell laptops and 4,071 Macs were circulated.

July 2011-May 2012 - 3,120 Dell laptops and 15,197 Macs were circulated.

July 2012-May 2013 - 7,644 Dell laptops and 15,149 Macs were circulated.

June 2013-May 2014 - 3,138 Dell laptops and 23,365 Macs were circulated.

In June 2014-May 2015 - 12,880 Dell laptops were circulated and 24,264 Macs were circulated.

In June 2015-May 2016- 23,737* Dell/Lenovo laptops were circulated and 24,596* Macs were circulated.

iPads

28 iPads are currently available for 3-day loans, as patrons lost two iPads, during the spring 2014 semester. The iPad loan program is immensely popular.

From October 2013 - May 2014- 1,272 iPads circulated.

From June 2014, - May 2015 – 2,288 iPads circulated.

From June 2015 - May 2016, 2,299 iPads circulated.

Microsoft Surface Tablets

From August 2014- May 2015 there were 1,516 tablets circulated.

From June 2015- May 2016- there were 1,272 tablets circulated.

We are getting a few more of the better Tablets according to ICIT, which should help.

Library Study Rooms

The A/V Reserve Desk makes room reservations for Access Accommodation students and non-disabled students during the semester. These rooms all have a 2-hour time limit. Students must make their reservation within twenty-four hours in advance to ensure room will be available to them. Access Accommodation study room reservations are made by the students or the Access Accommodations department located on the second Floor Thomas Hunter Room 205.

There is a serious shortage of study rooms for the students. We have converted two closets for their use as such.

Student Labor

The libraries are one of the largest users of student labor, particularly CWS who are important for the maintenance of the library's stacks and for special projects that take place throughout the year. We **employed over 70 students** last year in a variety of positions and the management skills of various people in the library are to be complemented. The included all the departments and all the Branches. Daffodil Dennis and Milton Quiah do an admirable job making sure any student who qualifies for aid receives it and the libraries try to use CWS as much as possible.

Staff Elevator

The staff elevator was the only elevator serving floors B2-3 for nine months following a flood on B3 in October of 2015. The A/V desk has had to keep a close watch on the back area where the laptops and tablets charge due to this, as several students have ended up back there.

Electronic and Print Reserves

The Reserve Department supports the academic mission of the College by providing patron access to required readings for their classes.

Electronic Reserve

By faculty request, selected journal articles, exams, lecture notes, and book chapters are converted to electronic format and posted to the ERes database (<http://hunter.docutek.com/eres>). Reserve staff members create accounts for all participating professors, assign passwords, link journal articles from the Library's subscription databases, scan, and link other materials by using the persistent link.

May 2012 - 163 professors participating in ERes/26 professors managing their own site

May 2013 - 239 professors participating in ERes/ 36 professors managing their own site

May 2014 - 252 professors participating in ERes/ 42 professors managing their own site

May 2015 - 362 professors participating in ERes/ 34 professors managing their own site

2010 - 2,691 documents were added to ERes

2011 - 6,133 documents were added to ERes

2012 - 9,539 documents were added to ERes

2013 - 10,969 documents were added to ERes

2014 - 11,502 documents were added to ERes

2015 - 12,696 documents were added to ERes

2016- 13,142 documents were added to ERes

Reserve Holdings

2011-2012

Library Books- 2290

Personal Books-1400

2012-2013

Library Books- 2,147

Personal Books-920

2013-2014

Library Books-1,886

Personal Books-2,700

2014-2015

Library Books-2,355

Personal Books-1,137

2015-2016

Library Books-2,149

Personal Books-603

.COPYRIGHT ASSISTANCE

The Copyright Assistant supports staff and faculty with fair use analysis for reserve materials, and secures permissions if needed. The Assistant also advises faculty and administration on the use of copyrighted material in other venues. The below portion of the report regarding copyright was compiled by Malin Abrahamsson, Acquisitions Manager and Copyright Assistant at the Cooperman Library.

COPYRIGHT PROCEDURES

Since CUNY Legal agreed to officially endorse the Association of Research Libraries' publication "[Code of Best Practices in Fair Use for Academic and Research Libraries](#)" in early 2013, faculty can now reuse reserve materials deemed to be fair use on subsequent semesters (a practice previously considered breach of federal copyright law).

OUTREACH: WORKSHOPS AND PRESENTATIONS

Throughout the year, Malin Abrahamsson has continued to collaborate with the Instructional Design Librarian Stephanie Margolin on several instances. As before, the goal has been to give presentations on copyright and fair use that is relevant to the students' own work and the materials used were specifically tailored to the subject and assignments of each class.

The CUNY Copyright Committee has embarked on an extensive project with the intention of making faster and more relevant updates to the committee's official website. This project is expected to be finished at the end of this calendar year.

Interlibrary Loan

Overview

Interlibrary Loan and Document Delivery (estimated for May and June 2015)

Total Transactions	5,650
ILL Borrowing	4,165
ILL Lending	1,485
ILL/DD Charges paid	\$15,810.34

The Borrowing Requests by Department show a modified pattern, in comparison with recent years – some departments use ILL a great deal, some don't use it at all, and everything in between. In 2013/14, the winners were Psychology with 494 requests, Social Work with 380 requests and Art with 359 requests. In 2014/15 that changed to Art with 472 requests, Psychology with 369 requests, and Nursing with 357 requests. Social Work was fourth, with 335. This year, Social Work is the winner with 355 requests, History second with 332, and Psychology third with 308.

The Most Loaned Journals (Lending) reports show the *Journal of Reproductive and Infant Psychology* as having the most supplied articles, 17. We have this British journal bound from 1987, and online from July 1996. It has always been our most popular journal for ILL Lending. In second place is *Psychosomatic Medicine* with 8 loans – less than half as many as JRIP.

Interlibrary Loan Statistics

(Including Document Delivery)

Comparative Interlibrary Loan Statistics

TRANSACTIONS	2015/2016	2014/2015	2013/2014	2012/2013
TOTAL ILL/DDs	5,650	7,145	9,425	9,489

TOTAL NON-CUNY	5,484	6,940	9,119	9,075
TOTAL CUNY	166	205	306	414
% CUNY	3%	3%	3%	4%

Comparative Document Delivery Statistics**

	2015/2016	2014/2015	2013/2014	2012/2013
TOTAL**	6	4	7	102
CISTI/INFOTRIEVE	2	2	1	10
British Lending Library	4	2	6	92
Chemical Abstracts DD	0	0	0	0

** Document delivery numbers are also included in the Interlibrary Loan borrowing statistics of this annual report.

ILL/DD Articles Received

YEAR	TOTAL	ILL	DD	% DD OF TOTAL
2015/2016	2,235	2,229	6	.3
2014/2015	3,049	3,045	4	.1
2013/2014	3,585	3,578	7	.2
2012/2013	3,832	3,730	102	3
2011/2012	4,600	4,320	280	6
2010/2011	4,478	3,929	559	12
2009/2010	2,072	1,604	568	28
2008/2009	1,732	1,106	626	36
2007/2008	1,601	885	716	45
2006/2007	1,435	874	561	40
2005/2006	1,855	1,181	674	35
2004/2005	1,722	1,132	590	34
2003/2004	2,247	1,765	582	25
2002/2003	2,386	1,558	828	34

Reference/Instruction

Library Faculty Teaching and Research Forum:

Monthly sessions were scheduled during the Fall and Spring Semesters, featuring presentations of useful technology, published scholarship, and research in progress by Hunter Libraries faculty. Presentations on teaching methodology were scheduled for the first Friday of each month.

Reference Desk Transactions

	Summer 2015- Spring 2016	Summer 2014- Spring 2015	% Change
In depth Reference	673	793	- 15
Ready Reference	5,719	5,473	+4
Directional	5,867	5,630	+4
Technical	3,317	2,942	+13
Supplies	1,629	1,871	-13
Total	17,205	16,639	+3

Research Consultations have risen over the past few years, demonstrating that the librarians are marketing this service well and the students like that they can make an appointment at their convenience.

Chat Reference

The Library continues its online reference work as a member of OCLC's QuestionPoint 24/7 Cooperative, through which Hunter students, faculty, and staff can receive help with their information needs around the clock, 365 days a year. This service continues to be quite active. In the 12 months through March 2016, the Hunter Library website received 3,735 chat requests, making it our second-busiest year so far. There was a decline of 9 percent in chat volume compared with the prior year; this is in line with a recent national trend in academic libraries.

Chats requested	Change from previous year
2015-2016 Academic year 3,735	-9%
2014-2015 Academic year 4,108	+25%
2013-2014 Academic year 3,276	-6%
2012-2013 Academic year 3,490	+19%
2011-2012 Academic year 2,931	+93%
2010-2011 Academic year 1,521	

Library 100 (LIBR 100)

Fall 2015 we taught 8 sections; 4 sections were blocked (Profs Pell, Grossman, Swan & Mulliken, Margolin & Ward) and 4 sections were stand-alone classes (Profs Doyle, Brown & Johnson, Williams & Finkel).

In Spring 2016, we taught five stand-alone sections (Profs. Doyle, Brown & Johnson, Ward & Margolin, Finkel & Williams, Pell).

In fall 2015, we piloted a new initiative blocking LIBR 100 sections with ENGL 120. The pilot was the result of an *ACRL Assessment in Action Grant*, awarded to Prof. John Pell. This initiative is being assessed on its own, and in comparison with our more standard LIBR 100 offering. We have decided to continue the pilot (again in 4 sections) in fall 2016.

Non-Credit Offerings: Course Related Library Instruction

Year	Undergraduate	Graduate
Fall 2007-Spring 2008	270	49
Fall 2008-Spring 2009	277	49
Fall 2009-Spring 2010	231	52
Fall 2010-Spring 2011	244	56
Fall 2011-Spring 2012	319	60
Fall 2012-Spring 2013	338	51
Fall 2013-Spring 2014	273	49
Fall 2014-Spring 2015	315	38
Fall 2015-Spring 2016	361	37

Instruction by Department:

	Undergraduate	Graduate
African American Studies	1	
African Puerto Rican Studies	3	
Art & Art History	6	1
Asian American Studies	2	
Biology		3
Chemistry	2	
Dance	1	

Economics & Statistics	1	
Education		30
English	183	
Film & Media	15	1
Geography & Geology (Physical)	1	
History	8	
Human Rights	3	
Library	36	
Mathematics and Statistics		1
Political Science	9	
Psychology	25	
Public Policy	3	
Romance Languages	1	
Seek	19	
Sociology	15	
Theatre	5	
Urban studies	12	1
Women and Gender Studies	3	
Other McCauley honors/Work Shops/seminars/train in romance languages dept.	7	
	361	37
Total Annual Instruction	398	

English 120

Fall 2014= 94 sections
Spring 2015= 36 sections

Fall 2015= 104 sections
Spring 2016 = 21 sections

Summer session 2014 = 6 sections

2015 = 6 sections

ENGL 120 Shared Assessment

Collaboration between the library and the ENGL program extended into the assessment of the first year writing program's final assignments. Librarians participated in discussions about creating research assignments with ENGL 120 professors, and made suggestions for modifying the rubric used for the ENGL 120 final research papers.

Professor Wendy Hayden, Coordinator of the ENGL 120 Program, also invited librarians to participate in a shared assessment of the ENGL 120 final papers in June 2015 and January 2016.

Other Efforts Supporting Student Success and Engagement

Mason Brown is the administrator for the entirety of Hunter's instance of Academic Works, the CUNY-wide digital repository. One of the biggest aspects of this job has been coordinating the digital submission of student theses (ETDs'). Working closely with Angela Haddad and bePress (the creators of the AW platform), Professor Brown devised a completely new workflow for the 100% digital submission of student work. Starting with the Geography department, and then expanding to Psychology, Art and Art history, by Fall 2017 all honors theses, in all departments, will be part of this new work flow. Mason has already been in touch with librarians at CCNY and the Grad Center (primarily CCNY) to help them implement this project at their schools, as well.

Innovations

- SEEK instruction (Summer Bridge)
- Instruction Menu
- Instruction Repository
- Instruction Days & First Fridays
- "One New Thing"
- Peer observations

ACERT

ACERT, Hunter College's center for teaching and learning, provides year-round programming on pedagogy and teaching innovations, as well as providing an opportunity for librarians to meet and work with faculty from across the university. This year, instruction librarians took part in many Lunchtime Seminars (as both presenters and participants) and Teaching Scholarship Circles. ACERT nicely supports and extends our in-house professional development.

Instructional Design

SEEK

In summer 2014, librarians provided instruction for the SEEK Summer Bridge program. In summer 2015, **Mason Brown, Stephanie Margolin, and Sarah Ward** developed a new curriculum that focused on the question-asking process and made use of comic books as source material. While Mason, Stephanie, and Sarah developed the

curriculum, other librarians helped. The three have presented at several conferences including one in Ireland. The program was repeated in 2016 with adjustments in curricula being made according to assessment from last year.

ENGL 220 this will provide us with more instructional opportunities in the future, as this course develops.

Instruction in the Branches

Brookdale

HPL stats are down a little this year: 13 sessions for a total of 439 students. Prof John Carey also spoke at two Nursing graduate student orientations for a combined total of about another 150 students.

Silberman

At SWPHL we provided 97 instructional sessions attended by just over 2000 students. We also provided 5 orientations reaching roughly 500 students.

The Archives & Special Collections of the Hunter College Libraries, CUNY

After being out on medical leave due to an injury, Professor Julio Hernandez-Delgado decided to retire in September 2015. His dedication and contributions to re-invigorating Archives & Special Collections since becoming Head of Archives and Special Collections cannot be under estimated.

With Prof. Hernandez-Delgado's retirement, Dr. Sherby became Acting Head of Archives & Special Collections. In that role, she provides day-to-day supervision and management of the unit, and hires, trains and supervises student staff and an Adjunct Library Faculty member. She also facilitates the information needs of administrators, faculty, students, and independent researchers by providing them access to archival collections, master's theses, books, CUNY, Hunter College, and student publications, yearbooks, and digital images.

Archives & Special Collections Activities:

Dr. Sherby continued to process and organize the Mim Kolken Kelber collection. She negotiated the acquisition of retired Professor Sarah Pomeroy's papers and the transfer of Roselyn Willet's collection of materials from upstate New York. Pomeroy's papers are a very real coup, since she was a pioneer in the study of women in the Ancient World. Other collections added during the past year include the papers of alumna Avodah Offit and the addition of materials to the Alumni Association collection. She also arranged for the loan of several photographs from the Jacob P. Adler Photograph Collection to the Museum of the City of New York for their exhibition on Yiddish Theater, which was just extended through mid-August 2016. She continues to work with Prof. Robert Seltzer on adding materials to the Jewish Studies Program Collection.

The Women's City Club is celebrating its 100th anniversary in 2016 and considerable time was spent facilitating the availability and scanning of images for them to use as part of their yearlong celebration. Dr. Sherby also worked with Prof. Thom Taylor, English Department, in researching materials on the history of the English Department.

We continue to receive new materials from the Alumni Association to be added to their collection. She continues to add images to our Flickr account, primarily from the *Wistarion* yearbooks. As of May 17th, we have a total of 11,301 images available for users. By the end of the semester, we expect that number to be over 11,500. On August

7, 2015, we saw the largest amount of views in our Flickr history totaling 12,278 for the day. She has also added a new statistic for the total of favorited photos, which are currently 461.

Archives & Special Collections Statistics May 2015- April 2016

Total reference requests **1,368**

Total scans/pdfs **468**

Flickr Statistics June 1, 2015 to May 17, 2016 (total 352 days)

We have **11,301** public images in our Flickr account.

Total Views **459,703**

Average Views per Day **1,306**

Total “favorited” photos **461**

Highest average views per day occurred in February 2016 with **2,008**. The highest single day was August 7, 2015, which garnered **12,278** views for that day.

Analytics of Library website

Website: *(New website Sept 2014. Revisions April 2016.)*

June 1, 2015 – April 30, 2016

1,595,096 overall page views

256,927 clicks on databases from DB page

Top Pages

Home page (978,705)

Database pages (419,046)

Hours page (35,194)

Top Databases

PsycInfo (32,155)

JSTOR (24,587)

Acad. Search Complete (24,112)

Google Scholar (18,043)

EBSCO (11,477)

PubMed (10,329)

ERIC – Educ. (EBSCO) (7,735)

Web Of Science (7,518)

CINAHL Complete (6,597)

PsycARTICLES (5,905)

June 1, 2014 – May 26, 2015

2,044,883 overall page views

352,250 clicks on databases from DB page

Top Pages:

Home page (1,213,890)

Database pages (593,629)

Hours page (52,550)

Top Databases:

JSTOR (38,230)

PsycInfo (38,025)
 Acad. Search Complete (25,700)
 EBSCO (15,918)
 PubMed (12,213)
 Google Scholar (11,991)
 Web Of Science (8,119)
 CINAHL Complete (8,026)
 ERIC – Educ. (EBSCO) (7182)
 PsycARTICLES (6,707)

June 1, 2013 to May 31, 2014

2,756,822 overall page views
 252,107 clicks on databases from DB page

Top pages:

Home page (1,281,802),
 Database page (460,135),
 Hours page (47,813)

Top databases:

JSTOR (31,407),
 PsycInfo (26,956),
 Acad. Search Complete (19,589)
 EBSCO (15,962),
 Google Scholar (15,873)
 PubMed (8,701)
 CINAHL Complete (7,168)

Statistics this year show an **increase** in physical pages scanned, even without May data (“Pages” same as “Scans” from last year’s chart). Note addition of “Docs” column indicating the number of documents scanned, followed by how many documents were sent via email, or saved to USB. (Last year’s chart counts pages emailed or USB, not documents so cannot compare the two charts for this.) This reduces the use of the copy machines.

Jun 2015 – April 2016

Month	Pages	Docs	%	to Email	%	to USB	%
Jun-2015	24908	3331	8%	1793	6%	1538	11%
Jul-2015	12178	2089	5%	1323	5%	766	5%
Aug-2015	26752	2676	6%	1700	6%	976	7%
Sep-2015	85662	7398	17%	4693	16%	2705	19%
Oct-2015	44193	4867	11%	3144	11%	1723	12%
Nov-2015	30248	3654	8%	2394	8%	1260	9%
Dec-2015	27295	3145	7%	2101	7%	1044	7%
Jan-2016	13972	1242	3%	974	3%	268	2%
Feb-2016	71433	6863	16%	4809	17%	2054	14%
Mar-2016	39734	5036	12%	3671	13%	1365	9%
Apr-2016	24557	2923	7%	2130	7%	793	5%
May-2016	-	-	-	-	-	-	-
Total	400932	43224		28732		14492	

Jun 2014 – May 27, 2015

Month	Scans	to Email	%	to USB	%
Jun-14	6246	3782	60.6%	2464	39.4%
Jul-14	13434	7978	59.4%	5456	40.6%
Aug-14	23826	12381	52.0%	11445	48.0%
Sep-14	77738	50278	64.7%	27460	35.3%
Oct-14	42690	30063	70.4%	12627	29.6%
Nov-14	26217	19689	75.1%	6528	24.9%
Dec-14	25356	17789	70.2%	7567	29.8%
Jan-15	23818	14041	59.0%	9777	41.0%
Feb-15	63208	47248	74.8%	15960	25.2%
Mar-15	40457	28455	70.3%	12002	29.7%
Apr-15	26085	17689	67.8%	8396	32.2%
May-15	24880	17845	71.7%	7035	28.3%
Total:	393955	267238	67.8%	126717	32.2%

Zabar Art Library

Notable projects

- with Shared Shelf Users Services to discuss migration of digital assets from EmbARK
- Supervised creation of Shared Shelf “How to” document on digital asset migration for in-house use
- Organized fall and spring CUNY Shared Shelf users’ group meetings hosted by Graduate Center Library
- Webinar: Shared Shelf version 1.2 overview
- local media files (4817) added to Artstor Digital Library as of 5/28/15, for total of 6810

Walk-ins (Manual sign-ins):

2011-2012 = 6603
 2012-2013 = 10,060
 2013-2014 = 9472
 2014-2015 = 13,372
 2015-2016 (up to May 16, 2016) = 12,901

Laptop circulation:

2011-2012 = 2316
 2012-2013 = 3118
 2013-2014 = 2979
 2014-2105 = 5574
 2015-2016 (up to May 16, 2016) = 4460

Note: On Monday, October 5, 2015 during the East Building emergency shutdown, the Zabar Art Library experienced a 91% increase in walk-ins and a 75% increase in laptop circulation

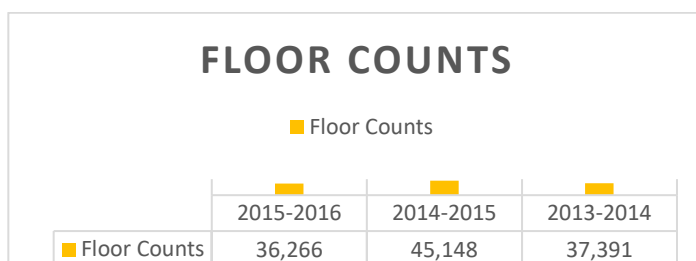
Obtaining and Shared Shelf processing of Department of Art & Art History’s recent MFA lecture recordings

School of Social Work and Public Health Library

Moving forward, the SWPHL will continue to serve the three program elements from the SPH that will remain at Hunter College: undergraduate level Urban Public Health (BA), undergraduate level Environmental Public Health (BA), and graduate level Nutrition (MS). The SWPHL will continue its service to the Silberman School of Social Work and especially will support the BSW program scheduled to begin in the 2016 fall semester through collection development and instruction services. Lastly, the SWPHL will reach toward new collaborative opportunities at the Silberman campus including the Strell Executive Leadership Fellows Program, the Brookdale Center for Healthy Aging, and the Center for the Advancement of Critical Time

Door Counts and Floor Counts

The 3M Detection System at the front entry of the SWPH Library was repaired in September 2015 following a period of inoperability since February 2014.



- Patrons can leave the premises at any time unnoticed with materials belonging to the library or to other patrons:
 - It is recommended that these exits be equipped with a swipe-card mechanism which alarms in the event of unauthorized or emergency egress.
- The Library has no classroom:
 - It is recommended that a mobile Smart Board be purchased for instructional uses throughout the library and the Silberman Building;

“Library as Place”:

- The reading chairs and “coffee” tables currently in use are not functional for library work:
 - It is recommended that fourteen (14) reading chairs and five (5) end tables are purchased;

Health Professions Library

Patron Attendance

Fall 2015–Spring 2016		Fall 2014–Spring 2015		Fall 2013–Spring 2014	
Fall 2015	60,210	Fall 2014	52,599	Fall 2013	65,972
Spring 2016	46,385	Spring 2015	58,046	Spring 2014	54,702
Total	106,595	Total	110,645	Total	120,674

Personnel and Staffing Requests: The needs to fill faculty positions remain unchanged. The most pressing are several:

First is the need to begin a search for an archivist. With the databases at various schools being similar, the local records of a college become more important than ever. There are a great many well trained, CUNY qualified archivists looking for work. Hunter would be an attractive job to someone specializing in college archives. We are being penny-wise, pound foolish not to hire an Archivist within a year, all the literature concerning the future of libraries speaks of the importance of local resources.

Second is our need for a music librarian. This is an important specialty for an important department, and there are good people available. For the present, Patricia Woodard will work as an adjunct and fill our collection development needs.

The CLT who was building our webpage and left last fall is an enormous hole that needs filling. We have a good webpage and a good web librarian but need this position filled to complement what we have.