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## Joyner Library



[Research](#)

[Services](#)

[About Us](#)

### 2001-2002 Annual Report

---

- [Executive Summary](#)
- [Departmental Highlights](#)
- [Senate Libraries Committee](#)

- [Mission Statement](#)
- [Statistics](#)
- [Budget Summary](#)
- [Personnel Changes](#)
- [Faculty Activities](#)

---

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[Ask a Librarian](#) | [Library Catalog](#) | [Databases](#) | [E-Journal/E-Book Portal](#) | [Departments](#) | [Hours](#)

[BlackBoard](#) 
[Help Desk](#) 
[PirateID](#) 
[Index](#) 
[Email](#) 
[Pirateport](#) 
[Calendar](#) 

[Printer Friendly](#)

### 2001/2002 Executive Summary

The year 2001/2002 had two notable highlights in the Fall and two in the Spring. Several changes in appearance started the year. Joyner Library shifted the government documents from the second floor to compact shelving in the basement. The Teaching Resources Center (TRC) materials were then moved up to the second floor and the periodicals to the first. Considerably more seating space was made available on the main floor. The Music Library added new compact shelving and were given an additional room for a listening area. The staff offices were also renovated.

Two new associate directors joined the library faculty at the beginning of the academic year. John Lawrence, AD for Services, took over from interim associate dean Margaret Foote, who departed for Kentucky. Deana Astle, AD for Collections, filled a new position and immediately began the difficult task of shifting our journal subscriptions from Faxon to Swets/Blackwell.

Academic Library Services and the Laupus Health Sciences Library were jointly given the SACS accreditation team commendation for their cooperation on numerous projects, most notably the Virtual Library @ ECU. This recognition was the only one given to the campus after the ten-year accreditation visit.

On Founder's Day, the Ronnie Barnes African-American Resource Center was dedicated in the TRC. Mr. Barnes, the head trainer for the New York Giants football team, endowed the Center for research into African-American history by all students.

In addition to these highlights, the library faculty and staff were extremely active serving our patrons. Details can be found in the departmental highlights.

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[BlackBoard](#)  [Help Desk](#)  [PirateID](#)  [Index](#)  [Email](#)  [Pirateport](#)  [Calendar](#) 

[Printer Friendly](#)

[Building Operations](#)

[Cataloging](#)

[Circulation/Reserves](#)

[Government Documents](#)

[Music Library](#)

[North Carolina Collections](#)

[Preservation and Conservation](#)

[Reference Department](#)

[Teaching Resources](#)

## Building Operations

Security in the building was maintained at a high level due to the efforts of Joyner's security officer Roger Davis and our use of security guards along with a good working relationship with university police. Reports of theft and vandalism in the building have continued to be minimal since the introduction of our security guard program in the summer of 1996.

Shipping/Receiving continued to serve the building well due to the efforts of Linda Morton with the assistance of Ann Manning. They successfully continued the processing of all incoming and outgoing mail and materials while dealing with Facilities personnel, vendors and all other activities that flow through the loading dock/Shipping/Receiving area. They also maintained /monitored security in the loading dock area through the use of security cameras and monitors as well as questioning any non-university personnel who might enter that area. Ann Manning retired in the spring but returned to work parttime in the Cataloging Department. Though we missed Ann's able assistance in the department, Gloria Bradshaw stepped in to help Linda out and provided invaluable assistance to Linda and the department.

Trudy McGlohon was responsible for the planning and implementation of several projects over the past year. These included:

- oversight authority for the library in the planning and construction of 5 offices and a conference room now known as the 2300 suite of Library Administration.
- coordinated the construction of the Ronnie Barnes African-American Resource Center.
- assisted in the relocation of the TRC Department to the 2nd floor.
- participated in the planning, bidding and oversight of the Music Library renovations.
- oversaw the addition of over 6000 linear feet of shelving space to the general circulating collection.
- coordinated the removal of shelving and the layout of a study and lounge area on 1st floor west wing, moved the newspaper collection to 1st floor and assisted in the shifting of the periodicals collection.
- coordinated and assisted with the relocation of the Government Documents unit.
- rearranged the Approval Plan area and constructed wall shelving in Collection Development.
- removed remaining user space from the middle of the stacks on 2nd and 3rd floors and reconstructed 79 study carrels on 1st and 2nd floors west wing.
- moved the Oversize Collection to compact shelving in the basement.
- coordinated the relocation of 71 map cabinets.
- coordinated the physical rearrangement of Library Administration.
- designed and constructed cubicle layout in room 1104 to be used as an editing room for the Broadcasting department.
- transferred the Social Work and Criminal Justice Collections from HSL Brody to Joyner and assisted Cataloging by doing preliminary processing of these collections.
- last but not least, the shifting of the entire general circulating collection which is still in progress...

[Return to Top](#)

## Cataloging

On August 1, 2001, all card production ceased. With the ability to browse call numbers in Horizon and the increased expense per card produced (34.8 cents), it was time to bring the era of catalog cards in Joyner Library to a close.

On November 15, 2001, Jane Greenup and Helen McCoy received 30 and 25 year service awards, respectively.

Jane Greenup and Lorré Bullock were instrumental in getting the cataloging portion of the Documents Reference move accomplished within a very short timeframe with minimal advance notice.

Marilyn Lewis completed original cataloging for approximately 100 titles of a special project for Special Collections, as well as cataloging several microforms collections that were needed for classroom instruction.

Claudia Arendell provided several subject thesauri for searching various collections of digitized art images in the Digital Resources Collection database, a campus-wide initiative involving the College of Arts and Sciences, the School of Art, and Joyner Library.

Alice Crumpler completed retrospectively adding item records to Horizon for all ECU manuscript theses currently housed in University Archives, allowing patrons non-circulating access to ECU theses they may be unable to locate in the general stacks.

The Serials/Microforms Unit members Mary Lancaster and Rossa Davis processed an amazing 38,258 microforms while the team of Jane Greenup and Lorré Bullock processed retrospectively a combined total of 6,737 government documents monographs and serials.

[Return to Top](#)

## Circulation/Reserves

This has been another year of change for the Circulation Department. Two of our full-time staff members have left the department. One, Catherine Santa Ana, has been out on disability for all but two weeks of this year. Another resigned his position as Night Manager and has left the university. In March we got permission to hire a temporary half-time position to help cover Catherine's responsibilities. David Hisle is the person we hired. He took over our student payroll, overdue and fine notices, as well as covering some desk hours. Until March, the entire staff had been asked to cover those duties.

We have worked hard to get Electronic Reserves going in the department during a time of campus-wide budget crisis and when the department has been operating with fewer staff than it has ever had. In an attempt to save money for the Library, we even gave up student staff over the summer terms. Despite these setbacks we were able to work with Joyner's Systems Department and ITCS to get a pilot e-reserves project going by the middle of the summer. The early success of this huge undertaking is due in large part to the efforts of our Reserves Coordinator, Cassandra Robinson.

One of the largest changes to the department this year has been the addition of the Library Cashier responsibilities. We now collect fines, thesis binding payments, book replacement fees, carrel deposits, and all other monies collected by the library. We maintain the library safe, with two cash banks to run the register seven days a week. With the cashier responsibility has also come the responsibility of going into ECU's Registrar's system to place and remove library tags (holds) on student's records. All of this has meant an enormous amount of training for the entire department. Fortunately we received a half-time position with the cashier duties. Pam Evans had been Head Cashier in the Building Operations Department. She and her job duties were moved to Circulation the day before the Fall semester began. Pam had been out on half-time disability, working twenty hours per week. By May she had recovered enough of her strength to work a full forty-hour week.

Some procedural changes have been made. Namely area residents may now check out videos with their library cards. Videos now check out for one week to all borrowers. This change occurred to allow greater access to our Holocaust video collection, which had been purchased with grant money donated to the library. I have also been working with the librarian at North Carolina Wesleyan College, to allow them to purchase in mass quantity area resident cards to distribute to their students. This agreement should be up and running by Fall 2002.

Circulation statistics are down slightly from the previous academic year. The total of items checked out from Academic Library Services this year was 116,492. Last year's total was 120,379. The total number of people entering the library is also slightly down. This year's total is 530,770. Last year's total was 531,148.

[Return to Top](#)

## Government Documents

The Joyner Library Government Documents & Microforms Department handles physical processing, maintenance, and basic public service for the federal documents, maps, and general microfiche collections. David Durant serves as Interim Department Head, while Janice Rice, Anna Dougherty, and Michele Ritchie work as staff. The department currently has one SPA vacancy, the LTA position formerly held by Demetra McDonald. It is hoped that the department will be allowed to fill this vacancy as soon as circumstances permit.

Since the assumption of responsibility for the general microfiche collection did not occur until the very end of the 2001-2002 academic year, this report will focus solely on the issues and trends that impacted government documents during this period. The Government Documents Department faced four major challenges over the course of the 2001-02 academic year. The first of these involved the move of all documents materials from the 2nd floor to the basement, and the subsequent physical and organizational arrangements. The second challenge was that of providing public service for documents items. Thirdly, there was the continuing need to provide access to documents resources in all formats. Finally, there is the long-term challenge inherent in the Federal Depository Library Program's (FDLP) shift towards primarily electronic publication and distribution.

[Return to Top](#)

## Music Library

The following four-phase renovation plan was successfully completed this year.

Phase 1 (completed during summer session, 2001): Relocation of all computer workstations, printer, and microform reader/printer to the former School of Music computer lab and rearrangement of the reference collection and study area.

Phase 2 (completed during Christmas break): Installation of compact shelving in the closed stack and circulating stack areas.

Phase 3 (completed during Easter break): Installation of a new circulation desk.

Phase 4 (completed during the break between the spring semester and summer session I, 2002): Installation of new carpet and office landscaping in the office area.

New library signage was installed in May.

The choral and sheet music project was completed this year.

Acquisition Highlights:

DVD format

- Began collecting the DVD format
- Jazz: a film by Ken Burns - 10 DVD set produced by PBS

CD collections

- Artur Rubenstein limited edition - an 82 CD set of the recorded performances of one of the greatest pianists of all time
- The Carter family: in the shadow of Clinch Mountain - a twelve CD set of the music of this legendary country music family
- America's millennium tribute to Adolphe Sax - a seven volume CD set of saxophone performances produced as a tribute to the creator of the saxophone

[Return to Top](#)

## North Carolina Collection

During the 2001-2002 year staff members accomplished nearly all of the department's goals.

### Increase Use of the North Carolina Collection

Particularly noteworthy in this area was the increase in instruction. In the spring of 2002 the department taught over twenty-five sections of English 1200 students who were assigned a project requiring the study of an "artifact" (book, map, newspaper, historical document, etc.) in the

North Carolina Collection. This new relationship with the English Department resulted from efforts by the North Carolina Collection's faculty to contact specific academic departments and departmental programs, including the Writing Center, to promote the collection's holdings and services. Some of these students took their assignment very seriously. One student used the census component of the Pitt County Digital Tobacco History exhibit to analyze the use of child labor within the tobacco industry in Greenville in 1900. Others consulted many sources to understand the historical or cultural context of the item they selected. Two of the students said that they would use the North Carolina Collection in future classes. Staff members welcome the development of such research relationships early in students' careers.

Other successful efforts included:

- the preparation of a four-color brochure for the department
- the continuation of a monthly column in the Daily Reflector
- the development of a PowerPoint presentation that gives an overview of the department's holdings and services
- the preparation of three exhibits (photographer Bayard Wooten, the history of the Pitt County Historical Society, and the history of the North Carolina Collection); the Pitt County Historical Society exhibit opening was held on January 27, 2002, as part of the celebration of the society's 75th anniversary

In addition, on May 8, 2002, with the help of Library Development, the staff held a successful public event to present the first Friend of the North Carolina Collection Award in honor of Minnie Marguerite Wiggins (1926-1999), North Carolina Librarian from 1968 to 1991. A portrait of Miss Wiggins by Ms. Jeanne Jenkins was unveiled. An article about this event appeared on the front page of the May 9, 2002, issue of the Daily Reflector.

Finally, a script was written for a video about the North Carolina Collection to be made available to the public through the university's IPTV.

### **Improve Quality of Service Offered**

In achieving this goal, staff members undertook the following activities:

- Held regular staff development sessions, including a field trip to the North Carolina Collection at the University of North Carolina at Chapel Hill
- Developed a template for standardization of most of the department's web-based and printed subject guides
- Compiled two new subject guides: "Greenville and Pitt County: Sources for Study"; and "History of Greenville and Pitt County: A Pathfinder"
- Acquired more powerful computers for the service desk and reading room
- Re-wrote the department's collection development policy
- Undertook an inventory of the North Carolina Stacks collection
- Developed a North Carolina component for the Reference Department's Pirate Source listing of key library resources

In addition, efforts to improve the physical condition of the collection included the replacement of worn-out microfilm boxes and, with the help of the Preservation and Conservation Department, acid-laden pamphlet binders. The pamphlet binder project, which included the deacidification and repair of the pamphlets, was funded in part by a grant from the National Endowment for the Humanities that was co-authored by staff of the two departments.

Staff members fielded an increasing number of e-mail requests--a service

appreciated by users who cannot make a trip to the library. One of these patrons was so pleased with the service she received that she made a financial contribution to the library.

### **Enhance Web Pages**

In achieving this goal, staff members did the following:

-With the help of Diana Williams, the initial version of the Pitt County Digital Tobacco History Exhibit was brought online in September, 2001; by the end of the fiscal year, census data for the following townships and towns had been added to the searchable database: Beaverdam Township; Belvoir Township; Greenville Town; Greenville, North of the Tar River; Greenville Town; and Greenville Township.

-Made corrections to entries in the North Carolina Periodicals Index preparatory to its development as a true database, with searchable fields; worked with the Systems Department in designing a new interface for the database

-Identified free electronic journals among titles indexed for the North Carolina Periodicals Index preparatory to including links to these journals in index records

In addition to work related to departmental goals, the staff invested an enormous amount of time in the coordination of the John Lawson Symposium held October 19 and 20, 2001. Spearheaded by Dr. Vince Bellis (Biology, retired), the symposium commemorated the 300th Anniversary of John Lawson's trek through South Carolina and North Carolina in 1700 and 1701. The event attracted more than 150 participants.

[Return to Top](#)

## **Preservation and Conservation**

The department treated more books from Circulation this year (1421) than the previous year (995). There were fewer student workers and most of them were first-year employees.

608 pamphlets were placed in binders this year as compared to 663 the previous year. The number was lower this year because fewer Music materials were received for processing.

In addition, 1,520 pages (3,040 sheets) from books and 85 maps (170 sheets) were deacidified.

President Wright's Bible: At the request of the University Archivist, the staff undertook the conservation of President Wright's Bible, which was to be used for the installation of Chancellor Muse. A process new to the department was used to prepare the volume for rebinding by the professional binder. A duplicate Bible was borrowed on interlibrary loan, the title page was scanned, and then a replacement title page was printed in color on Japanese paper. This procedure saved money for the University because the professional binder did not add conservation time charges.

Flood-damaged materials: One of the major activities of the department during this year was working with some of the flood-damaged books that had been dried successfully. One Hebrew Bible was washed, pressed, and sewed together in preparation for a new binding. Other family Bibles were cleaned and repaired as needed. Several church record books were disassembled and repairs have been made, including new covers for a few of the books.



The last group of flood-damaged books was placed in the freezer/dryer during this year. The average drying time for books so far has been 12 to 14 months. Those books with coated paper and those with leather or thick covers take much longer to dry than books without covers or those with porous paper. Most of the materials recovered following the flood have been returned to the owners, many of whom have been pleasantly surprised with the finished products.

National Endowment for the Humanities Preservation Assistance Grant: We received a National Endowment for the Humanities grant that covered the purchase of pamphlet binders to rehouse 500 North Carolina pamphlets. The purchase of a Bookkeeper deacidification system complemented this grant and made it possible to deacidify materials being rehoused from acidic binders to acid-free pamphlet binders. These materials were in danger of loss from deterioration in the acidic binders. As part of this project, 85 valuable maps have been flattened, deacidified, and repaired and will be stored in map cabinets rather than folded inside pamphlet binders.

The department head again served as a grant reviewer for NEH grant applications. For several years this experience has generated new ideas for preservation-related activities for Joyner Library.

New equipment acquired this year:

Board crimper so that heavier board can be used to make box enclosures for books in the Rare collection

Bookkeeper Deacidification System

Polyweld machine to be used for the encapsulation of fragile North Carolina materials such as maps and broadsides

Special Collections books: As requested by the library director last year, the department increased the work done on books for Special Collections. Several books were completed for the Rare collection and approximately 25 are waiting to be processed. One student was trained to work with repair of leather books in preparation for her to begin working on Rare books if she returns to work next year.

Preservation assistance: The Preservation and Conservation Department staff has been active in preservation training on a continuing basis by hosting regional SOLINET workshops on book repair, disaster planning and recovery, and preservation management. Since librarians from throughout the nation have received training at Joyner Library, they continue to contact library staff when specific preservation concerns arise at their library. P&C continued to be very active in preservation assistance during the last year and answered requests for assistance with mold outbreaks from public schools, public libraries, and college and university libraries in North Carolina, Pennsylvania, Tennessee, and Florida.

Environmental monitoring: DataLoggers were placed in critical locations when we moved into the new building and additional ones were acquired when we moved into the final phase in 1998. P&C used these instruments to monitor temperature and humidity and to advise building and facilities staff when there was a problem that might be detrimental to the collection. This is a critical function because of the books that were involved in the mold outbreak in remote storage that have been integrated into the general collection. These books will always be more susceptible to a mold outbreak if the environmental conditions in the library reach the point where mold spores will become active. This function has been even more critical during the budget crisis when utilities savings rather than the condition of library collections are foremost in the minds of administrative and facilities staff.

During the past year there was only one water problem in the building. P&C staff worked with the staff in the affected department to reduce the humidity in the area. Using a dehumidifier effectively takes a certain amount of education about the relationship of humidity and temperature as well as instruction on how to operate the dehumidifier.

**Integrated Pest Management:** When we moved into the new building in 1996, the library adopted an Integrated Pest Management (IPM) program under the supervision of the Preservation and Conservation Department. Integral to this program has been learning about the pests we identified and seeking to develop non-chemical methods of control. The last resort in IPM is chemical treatments. Every few years ECU has new pest control contracts and it has been the responsibility of P&C to work with the new company to continue the IPM program. Last fall the head of the Circulation Department alerted P&C to the fact that a pest control technician was in the department ready to spray chemicals in response to an ant problem. P&C staff responded to the call and learned that a new company had secured the campus contract and that they were prepared to spray inside the library rather than follow the IPM program that had been used since 1996. The new company was willing to work within the library's IPM program. Throughout the year P&C worked with the company on a continuing basis and with departments that identified pest problems. Traps are placed throughout the building and monitored and pest sightings are reported to P&C as they happen. It is critical that a record of chemicals used in the building be maintained because of the possibility that students with severe chemical allergies might enroll at ECU.

**State binding contract:** P&C has been active in state binding contract negotiations since 1993 when Heckman Bindery, our primary binder since 1968, was removed from the contract without input from libraries. We were required to use the other binders that had been awarded the state contract until we proved that these binders were not following Library Binding Institute standards for binding. Heckman was returned to the state contract and we have worked closely with preservation librarians at several other state institutions to monitor the binding contract. During last year we worked with preservation librarians at other UNC System libraries to recommend an extension of the current contract. We recommended an extension that limits the amount of price increase rather than suggesting a new contract that will result in increased prices.

**Disaster planning:** For several years the head of the department has served as the chair of the library disaster committee. This role has involved extensive training in disaster preparedness and recovery. It also includes keeping disaster supplies in stock, updating the disaster manual as needed, updating the emergency procedures handbook, and keeping the building warden roster updated as staff leave or change work areas. In addition, this role involves assessing evacuations of the building to determine if improvements can be made and working with Environmental Health and Safety personnel to make certain all evacuation procedures meet standards. The library received high marks on evacuations held last year.

[Return to Top](#)

## Reference

The Reference Department provided quality service to patrons through personal contacts at the reference desk, email reference transactions, individual research consultations, group library instruction sessions, and the selection and presentation of information on the library's web pages. The Reference desk remained the busiest service desk at Academic Library Services, with staff answering 20,587 reference questions.

New staff members were integrated into the department and made significant contributions in all areas of departmental responsibility.

The Reference Department introduced Pirate Source, a dynamic database that brings together the best print, subscription-based, and free websites on a topic, and continued to regularly update E-Journal Locator, a database essential to comprehensive searching for fulltext online journals.

The library instruction program continued to grow, reaching 6,257 students in 269 sessions. While the

First-Year Writing Program is the largest client for library instruction, increases were also seen in upper-level and graduate course-integrated instruction sessions.

[Return to Top](#)

## Teaching Resources

TRC moved from the first floor to the second floor in May 2002. This move was conducted primarily by the TRC staff, Sue Hisle, Dawn Flye, and Jason Osborne. Also helping with the move was Alan Bailey, the TRC student workers, Trudy McGlohon and one of her student workers.

By moving to the second floor, the added responsibility of taking care of the DLC has been ended.

Questions about DLC and Periodicals are no longer a function of TRC.

As of May 2002, when TRC moved to the second floor, another section has been added to the department. The "Ronnie Barnes African-American" section is now physically a part of the department.

For the first time, TRC now has open stacks for audio-visual materials.

TRC will stop buying video tapes and only purchase DVD's, unless video tapes are the only format for a specific item requested by faculty.

TRC now has one, and potentially two viewing rooms for classes.

A new circulation policy for videos and DVD's was implemented. This allows for all patrons (faculty, students, and area residents) to check out these materials for seven days. There is now a maximum of five a/v items that can be checked out at one time.

During the 2001-2002 academic year, (plus 1st summer session, 2002), the TRC staff taught a total of 27 B.I. sessions, which reached a total of 610 students. During the 2000-2001 academic year there were 34 B.I. sessions with a total of 270 students. This past academic year had seven fewer sessions, but reached 340 more students.

According to circulation records, "Media" had 5,046 items checked out between July 1, 2001 and June 30, 2002. This is an increase of 375 from the previous year (4,671).

[Return to Top](#)

---

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## Faculty Senate



- [Faculty Officers](#)
- [Faculty Senate](#)
- [ECU Faculty Manual](#)
- [University Standing Committees](#)
- [UNC Faculty Assembly](#)
- [Academic Unit Codes of Operation](#)
- [University Calendars](#)
- [Issues of Importance for Faculty](#)

### EAST CAROLINA UNIVERSITY FACULTY SENATE ACADEMIC, APPELLATE, AND SENATE COMMITTEE ANNUAL REPORT 2001-2002 Academic Year

#### LIBRARIES COMMITTEE

**1. Membership (include ex-officio members).**

Allan Rosenberg	Carroll Varner
David Hursh	Dorothy Spencer
Tom Raedeke	Alexandra Shlapentokh
Gay Wilentz	Paul Gemperline
John Stevens	Sadie Cox
Ann Schreier	Mary Ann Rose
Marianna Walker	
Salman Abdulali	Chris Beacham
Diane Rogers	Ellen Arnold

**2. Meeting Dates (include members present\*).**

*\* and members who contributed to committee action, but were not at the meeting.*

- 8-15-01: Rosenberg, Hursh, Raedeke, Wilentz, Walker, Stevens, Schreier, Varner, Spencer, Shlapentokh, Gemperline, Cox
- 9-19-01: Hursh, Walker, Schreier, Stevens, Gemperline, Spencer, Varner
- 10-17-01: Schreier, Raedeke, Wilentz, Walker, Varner
- 11-14-01: Hursh, Rosenberg, Schreier, Stevens, Wilentz, Gemperline, Rogers, Varner
- 1-16-02: Abdulali, Hursh, Raedeke, Schreier, Stevens, Walker, Gemperline, Rose, Shlapentokh, Arnold(substitute for Wilentz), Astle (substitute for Varner)
- 2-20-02: Walker, Schreier, Abdulali, Stevens, Shlapentokh, Varner, Rose
- 3-19-02: Hursh, Raedeke, Schreier, Stevens, Coghill, Gemperline, Rogers, Rose and Varner
- 4-17-02: Abdulali, Hursh, Raedeke, Stevens, Walker, Gemperline, Morrison, Rose and Varner

**3. Subcommittees established during the year (include progress and/or completion of work).**

None

**4. Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.**

Chair Allan Rosenberg led the committee through the Fall semester, during which the committee reviewed the results of the faculty survey from Spring 2001 and began discussion of the liaison program, the journal reallocation process, and allocation of materials budget. Thereafter, under the leadership of Vice Chair Schreier, the Committee:

- § Reviewed charge from the Faculty Senate.
- § Reviewed extensively the Journal re-allocation process with approval of policy to convert to electronic journals whenever made necessary by budgetary considerations.
- § Reviewed materials budgets of both libraries.
- § Reviewed web and electronic services of libraries- with recommendation that libraries continue work to increase ease of use by faculty and students while at the same time remain dedicated to the acquisition of knowledge as well as the dissemination of information.
- § Encouraged Joyner libraries redefining of the library liaison to include information exchange between faculty and libraries administration and staff.
- § Reviewed faculty concerns relating to the library.
- § Discussed establishing a regular survey process of library users (Students & Faculty).

**5. Reports to the Faculty Senate (include dates and resolution numbers).**

None

**6. Business carried over to next year (list in priority order).**

- § How best to promote the Library liaison program, including making a report to the faculty senate in the Fall.
  - Future survey recommendations, use of the online National Library Service Quality Survey ([libqual](#)).
  - Continued review of library services including liaison visits to all departments at a faculty meeting.
  - Continued review of materials budgets for both libraries.
  - Action on suggestions for improvements from SACS.
  - Improvement of web sites, including addition of joint online catalog search of all constituent libraries.

**7. Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).**

A. Charge: Met charge

B. Personnel: Library directors and staff provided active participation and assistance

C. Attendance: Fair attendance by faculty

- D. Responsibilities: Adequate
- E. Activities: Extensive review of services.

**8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.**

That the Chair of the Faculty welcome a report of the committee early in Fall 2002 on the library liaison program and a resolution asking all academic units to welcome visits from library liaisons to exchange information (educate faculty about new services and technologies, learn from faculty their suggestions for improvement of services and for sharing of expertise)

**9. Does the Committee's organizational meeting next year need to be earlier than the date set this year? no**

Schreier, Nursing

Chairperson: Ann

Foreign Languages

Secretary: John Stevens,

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BlackBoard   [PirID](#)      
 Help Desk  
 PirateID  
 Index  
 Email  
 Pirateport  
 Calendar

[Printer Friendly](#)

## Academic Library Services

### Mission Statement

Adopted in 2003

The mission of Joyner Library is to provide the materials and services integral to the educational, scholarly, creative, and intellectual endeavors of the students, faculty, and staff of East Carolina University, and actively to support the university's broader commitment to serve the region.

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[Ask a Librarian](#) | [Library Catalog](#) | [Databases](#) | [E-Journal/E-Book Portal](#) | [Departments](#) | [Hours](#)

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[Help Desk](#)
[PirateID](#)
[Index](#)
[Email](#)
[Pirateport](#)
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## Academic Library Services

Joyner Library  
 Annual Report Statistics  
 Fiscal Year 2001-2002

Collections		
Volumes	held June 30, 2002	1,146,012
Number	of monographic volumes purchased 2001-2002	27,004
Number	of current serials	2,771
Number	of microform units	1,848,366
Number	of Government Documents	541,351
Manuscripts	and archives (linear feet)	13,423
Cartographic	materials	101,894
Audio	materials	16,919
Film	and Video	5,617
<b>Expenditures for Library Materials</b>		X
Monographs		\$ 654,609
Current	serials	\$1,848,770



Other	library materials	\$ 109,625
Total	library materials	\$2,613,004
Contract	binding	\$ 44,109
Other	operating expenditures	\$ 929,309
<b>Instruction</b>		x
Number	of library presentations to groups	425
Number	of total participants in library presentations	8,975
<b>Reference</b>		x
Number of reference transactions		34,467
<b>Circulation</b>		x
Number	of initial circulations	116,504
Total	circulations	146,726
<b>Interlibrary Loans</b>		x
Total libraries	number of filled requests provided to other libraries	8,075





# Joyner Library

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[BlackBoard](#) [Help Desk](#) [PirateID](#) [Index](#) [Email](#) [Pirateport](#) [Calendar](#)

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## Academic Library Services 2001-2002 General Revenue Budget

### Salaries

Faculty	1,506,178
Graduate Assistants	154,710
Staff Salaries	1,925,395
Fringe Benefits	50,000
Student	40,730
Subtotal	\$ <u>3,677,013</u>

### Operating

Supplies	138,725
Communications	23,558
Printing	21,835
Repairs	49,555
Online	124,168
Travel	34,658
Misc.	34,923
Subtotal	\$ <u>427,422</u>
<b>Maintenance</b>	23,985
<b>Equipment</b>	410,206
Subtotal	\$ <u>434,191</u>
<b>Materials</b>	
Approval Books	399,123
Standing Orders	57,780
Firm Orders	233,493
Serials	1,190,025
Electronic Access	658,745
Other	109,625

Subtotal	\$	<u>2,648,791</u>
Grand Total	\$	<u>7,187,417</u>

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[BlackBoard](#)  [Help Desk](#)  [PirateID](#)  [Index](#)  [Email](#)  [Pirateport](#)  [Calendar](#) 

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### PERSONNEL CHANGES

Clark Nall was hired as a Reference/Instructional Librarian at the rank of Assistant Professor in Reference, July 1, 2001.

Carolyn Willis, formerly SPA employee, was hired as Reference Librarian at the rank of Assistant Professor in Reference, July 1, 2001.

Jean Hiebert was hired as a Reference Librarian with Science Emphasis at the rank of Assistant Professor in Reference, August 1, 2001.

John Lawrence was hired as Associate Director for Administrative & User Services in Administration as tenured Associate Professor, August 1, 2001.

Deanna Astle was hired as Associate Director for Collections in Administration as tenured Professor, August 1, 2001.

Cassandra Robinson was hired as a Library Assistant in the Circulation Department, August 6, 2001.

Diana Williams, formerly a part-time temporary, was hired as a part-time Computing Consultant in Systems, August 13, 2001.

Lisa Pitman was hired as an Office Assistant in Administration, August 16, 2001.

Sue Hisle, formerly in the Reference department was hired as Library Technical Assistant in the Teaching Resources Center, September 1, 2001.

Douglas Smith was hired as an Administrative Assistant in the Development Office, September 4, 2001.

Jessica Pearce was hired part-time as a Processing Assistant in the Development Office, September 17, 2001.

Kathy D'Angelo resigned her position as Head of Collection Development, October 12 2001.

Margaret Foote resigned from her position in Cataloging as an Associate Professor, October 19, 2001.

Jan Mayo was appointed Department Head for Cataloging, November 1, 2001.

Cora Mathewson was hired as a Library Assistant in Interlibrary Services, November 19, 2001. She declined before beginning the position.

Bryan Roberson resigned from his position as an Office Assistant in the Systems Department, November 21, 2001.

Wes Daughtry, formerly in Periodicals, was moved to Collection Development, effective December 1, 2001.

Lorre Bullock, formerly in Periodicals, was moved to Cataloging, effective December 1, 2001.

Bernard Smith was hired as a Computer Systems Administrator I in the Systems Department, December 3, 2001.

Helen McCoy retired from her position as a Library Assistant in Cataloging, January 1, 2002.

Alpha Levesque was hired as a Library Assistant in Interlibrary Services, January 7, 2002.

Demetra McDonald resigned her position as a Library Technical Assistant in Government Documents, effective January 31, 2002.

Walter Zoller resigned his position in Government Documents, effective February 1, 2002.

Angela Whitehurst was hired as a Library Assistant in the Reference Department, February 11, 2002.

Ann Manning retired from her position as a Librarian in Building Operations, March 31, 2002, and returned as half-time employee in Cataloging, April 1, 2002.

Linda Daniels retired from her position as a Library Technical Assistant in Preservation and Conservation, March 31, 2002, and returned as half-time employee in Preservation and Conservation, April 1, 2002.

Michele Ritchie was hired as a Library Assistant in Government Documents, April 1, 2002.

Carol Wade, formerly of the Teaching Resources Center, joined the Systems Department April 8 as the Evening Computer Lab Assistant.

Lavonne Phillips retired from her position as a Librarian I in Cataloging, May 1, 2002.

Debbie Cobb and Ramona Okechukwu, formerly in Periodicals, were moved to Collection Development, effective May 14, 2001

Bernard Smith resigned from his position as a Computer Systems Administrator I in Systems, effective May 16, 2002.

Jane Greenup retired from her position as a Library Technical Assistant II in Cataloging, June 1, 2002.

Henry Brabble resigned from his position as a Library Technical Assistant I in Circulation, effective June 16, 2002.

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## FACULTY ACTIVITY

### 1. BOOKS AND MONOGRAPHS

Marilyn Lewis, Assistant Professor  
ALA/LAMA/BES Section, Functional Space Requirements Committee.  
Building Blocks for Planning Functional Library Space. Scarecrow Press. (Fall) 2001. 30 pages.

Maury York, Associate Professor  
The Privilege to Paint: The Lives of Francis Speight and Sarah Blakeslee.  
Greenville Museum of Art. (Spring) 2002. 146 pages.

### 2. JOURNAL ARTICLES

Bryna Coonin, Assistant Professor  
Enabling Scientists: Serving Sci-Tech Library Users With Disabilities.  
Issues in Science & Technology Libraries. (Fall) 2001. 32:unpaged.

Bryna Coonin, Assistant Professor  
GIS in Business: Building a Core Collection for Business. Reference & User Services Quarterly. 41 (1): 9-17. (Fall) 2001. [Co-author James Galbraith]

Stefanie DuBose, Assistant Professor  
Research and Practice in Academic Libraries: A case study. North Carolina Libraries. 59 (1): 4-9. 2001. [Co-author David Durant]

Susan Gardner, Assistant Professor  
The Impact of Electronic Journals on Library Staff at ARL-Member Institutions: A Survey and a Critique of the Survey Methodology. Serials Review 27 (3/4): 17-32. 2001.

Janice Lewis, Assistant Professor  
Managing Journals: One Library's Experience. Library Hi Tech. 19:150-154. 2001.  
[Co-authors Daniel Shouse and Nick Crimi]

Ralph Scott, Professor  
Wired to the World: Online RX Information. North Carolina Libraries. 58#1:26. 2002.

Ralph Scott, Professor

Wired to the World: GORP. North Carolina Libraries.59#2:81. 2001.

Ralph Scott, Professor

Wired to the World: Blue Tooth. North Carolina Libraries.59#1:29. 2001.

### 3. BOOK REVIEWS IN PROFESSIONAL JOURNALS

David Durant, Assistant Professor

Review of AmeriStat in Choice. October 2001. Page(s) 289.

David Durant, Assistant Professor

Review of Historical dictionary of the U.S. Army in Choice. July 2001. Page(s) 1941.

Janice Lewis, Assistant Professor

Review of Biographical Directory of the Federal Judiciary 1789-2000 in Booklist. Sept. 15, 2001. Page(s) 254.

Janice Lewis, Assistant Professor

Review of The Encyclopedia of American Political History in Booklist. Sept. 1, 2001. Page(s) 149-150.

Janice Lewis, Assistant Professor

Review of Business Monitor International Guide to the World's Major Emerging Economies: Country Analysis and Forecast Reports 2000-2002 in Booklist. June 1/June 15, 2001. Page(s) 1930, 1932.

Janice Lewis, Assistant Professor

Review of Historic U.S. Court Cases: An Encyclopedia in Booklist. Feb. 1, 2002. Page(s) 965.

Janice Lewis, Assistant Professor

Review of A Statistical History of the American Electorate in Booklist. Feb. 15, 2002. Page(s) 1046.

Susan Gardner, Assistant Professor

Review of Organizing Black America: An Encyclopedia of African American Associations in Booklist. August 2001. Page(s) 2171-2172.

Susan Gardner, Assistant Professor

Review of Encyclopedia of Film Themes, Settings, and Series in Booklist. August 2001. Page(s) 2168.

Susan Gardner, Assistant Professor

Review of Reader's Guide to the Social Sciences in Booklist. August 2001. Page(s) 2173-2174.

Susan Gardner, Assistant Professor

Review of Ethics in U.S. Government: An Encyclopedia of Investigations, Scandals, Reforms, and Legislation in Booklist. December 15, 2001. Page(s) 748-750.

Susan Gardner, Assistant Professor

Review of Encyclopedia of Life Writing in Booklist. February 1, 2002. Page(s) 960-962.

Susan Gardner, Assistant Professor

Review of The Wallflower Critical Guide to Contemporary North American Directors in Booklist. February 1, 2002. Page(s) 966.

Susan Gardner, Assistant Professor

Review of Encyclopedia of American Poetry: The Twentieth Century in Booklist. February 1, 2002. Page(s) 958.

Susan Gardner, Assistant Professor

Review of The New Grove Dictionary of Jazz in Booklist. March 15, 2002. Page(s) 1277-1278.

Ralph Scott, Professor

Review of Weather and Climate on File in American Reference Book. 2002. Page(s) 708.

Ralph Scott, Professor

Review of Airlines Worldwide in American Reference Book. 2002. Page(s) 725.

Ralph Scott, Professor

Review of Natural Disasters in American Reference Book Journal. Page(s) 707.

Ralph Scott, Professor

Review of Collector's Guide to Antique Radios in American Reference Book. 2002. Page(s) 442.

Ralph Scott, Professor

Review of McKeown's Price Guide to Antique and Classic Cameras in American Reference Book. 2002. Page(s) 436.

Nancy Shires, Associate Professor

Review of Rooted in Rock: New Adirondack Writing, 1980-2000 in Library Journal. July 2001. Page(s) 90.

Nancy Shires, Associate Professor

Review of Hell and Back: Reflections on Writers and Writing... in Library Journal. Jan. 2002. Page(s) 104.

Nancy Shires, Associate Professor

Review of Into Woods in Library Journal. Feb. 15, 2002. Page(s) 144. Nancy Shires, Associate Professor Review of The Greenwich Village Reader: Fiction, Poetry, & Reminiscences in Library Journal. Dec. 2001. Page(s) 122.

Nancy Shires, Associate Professor

Double Review: An Unfinished Marriage ; Married: A Fine Predicament in Library Journal. April 1, 2002. Page(s) 128.

Nancy Shires, Associate Professor

Review of No Such Country in Library Journal. March 15, 2002. Page(s) 81. Nancy Shires, Associate Professor Review of The Crafty Reader in Library Journal. Sept 1, 2001. Page(s) 180.

Nancy Shires, Associate Professor

Review of Distance and Direction: Essays in Library Journal. November 1, 2001. Page(s) 92.

Nancy Shires, Associate Professor

Review of Creative Spirit: Essays on Literature and Imagination in Library Journal. May 1, 2001. Page(s) 83.

Nancy Shires, Associate Professor

Review of From Daughters & Sons to Fathers: What I've Never Said in Library Journal. June 1, 2001. Page(s) 156, 160.

Nancy Shires, Associate Professor

Review of An Unfinished Marriage; Marriage: A Fine Predicament in Library Journal. April 1, 2002. Page(s) 128.

Nancy Shires, Associate Professor

Review of Dogs Bark, but the Caravan Rolls On in Library Journal May 1, 2002. Page(s) 100.

#### **4. ABSTRACTS (INCLUDING THOSE PUBLISHED IN PROCEEDINGS)**

Nancy Shires, Associate Professor

The Do's and Don'ts of Writing Context for the Web. Technical Communication. 2nd quarter (May 2001). 48:232.

Nancy Shires, Associate Professor

Tactics for Building Images of Audience in Organizational Contexts. Technical Communication. 2nd quarter (May 2001). 48:233.

Nancy Shires, Associate Professor

Think Like the Suits, Technical Communication, 2nd quarter (May 2001). p. 233.

Maurice York, Associate Professor

Using Primary Sources to Enhance Economic Education: Online Resources in North Carolina. Atlantic Coast Business and Marketing Education Proceedings.: 2002.

#### **5. ELECTRONIC PUBLICATIONS**

Stefanie DuBose, Assistant Professor

British Literature. January 2002.

Maurice York, Associate Professor

The Pitt County Digital Tobacco History Exhibit. 2001.

#### **6. OTHER PUBLICATIONS**

Nancy Shires, Associate Professor

Plan a Special Vacation with These Travel-Friendly Titles. Daily Reflector, March 24, 2002.

Nancy Shires, Associate Professor

Pitt County's Tobacco History Revealed in Online Exhibit. Daily Reflector, Oct 14, 2001.

Nancy Shires, Associate Professor

"Maps in NC Collection Help Guide State's Sailors". Daily Reflector, May 13, 2001.

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