

SCAMeL Professional Development Librarian Exchange
Final Report
June 5, 2009

Participant:

John Weed, MSIS
Electronic Resources/Serials Librarian
UT Health Science Center at San Antonio Briscoe Library

Institution visited:

Texas Tech University Health Sciences Center Library
May 27-28, 2009

Goals of visit:

The Associate Director of Collection Resources at the UT Health Science Center at San Antonio plans to retire in the near future after 26 years of service. This individual is our cataloger and has a wealth of institutional knowledge. The primary purpose of this visit is to help us seamlessly maintain the management and collection development responsibilities for our department and our libraries through the following goals:

1. Gather information on how the manager of collection resources manages staff, projects, and budget.
2. Learn how collection development responsibilities are divided and shared among staff in acquisitions, cataloging, serials, and electronic resources personnel at the main campus and branch libraries.
3. Learn how workflow is maintained, especially across multiple campuses; how work is divided among the campuses; and how communication is distributed.
4. Gather information on what software is utilized for workflow, communication, and budgeting.

Itinerary:

May 27

7:30-10:05 a.m. – Flight from San Antonio to Lubbock

10:45 a.m. – Arrive at Texas Tech library

10:45-11:30 a.m. – Meet with JoAnn VanSchaik to go over organization structure of main campus and branches, acquisition and collection development policy, and her involvement with the budget.

11:30-12:00 p.m. – Brief tour of library and introduction of staff.

12:00-1:00 p.m. – Lunch

1:00-2:15 p.m. – Meet with staff responsible for acquisitions of monographs to gather information about staffing levels, workflow (including branch libraries), training, and decision making.

2:15-3:30 p.m. – Meet with staff responsible for processing monographs to gather information on

cataloging procedures, physical processing of monographs, and workflow.

3:30-4:45 p.m. – Meet with staff responsible for serials to include acquisitions, cataloging, managing projects, purchase requests, and any involvement with student theses and dissertations.

4:45-5:00 p.m. – Recap with JoAnn; go over any questions.

6:00-7:30 p.m. – Dinner with JoAnn and other librarians. Discuss committees library staff are involved with, professional development, and training opportunities.

May 28

8:00-9:30 a.m. – Meet with staff responsible for electronic resources to gather information on workflow, purchase requests, decision making, link resolver, distribution of information to library staff, and licensing.

9:30-10:15 a.m. – Recap with JoAnn; go over any questions.

10:15 a.m. – Leave Texas Tech library for airport

12:15-3:05 p.m. – Flight from Lubbock to San Antonio

How goals were or were not met by visit:

All of my goals were met during my visit to Lubbock.

This visit gave me insight into how another library handles multiple areas of technical services. I strongly believe that I will be able to do my job better because of this visit, which will ultimately benefit our library.

Lessons learned:

Each library is different. Some tasks are handled very similar while others are extremely different. For good or bad, this is attributed to resources available to the library, the campus structure, and individual circumstances. Work with what you have but try new approaches at opportune times if it makes sense for your library.

TTUHSC developed a spreadsheet for their 2008 SACS review that clearly shows what programs are offered at their different locations. A spreadsheet like this would benefit the UT Health Science Center at San Antonio when it comes to acquisitions of serials, and especially monographs, for our different branches.

The networking was invaluable. I now have specific peer contacts within the technical services area that I feel I can continue to ask questions whenever needed.

Suggestions for improvement:

Renting a car may not be ideal, especially in a city that has a large amount of active road construction. I found myself turned around on multiple occasions, even with a GPS system.

A joint proposal was not submitted in our case. Would it be possible in the future to allow a second librarian to attend when there is not an exchange? I realize funding is limited but I feel this visit could have proven even more successful if a colleague could have also attended. It is possible an overnight stay would not have been necessary if two of us attended.

Having the ability to meet with all staff within technical services was wonderful for my situation. I asked specific procedural questions to the individuals who perform those tasks.

SCAMeL Board – thank you for the opportunity to visit a peer institution! I gained valuable insight that may not have been possible otherwise.

TTUHSC staff – thanks again for meeting with me and answering the myriad of questions!