Changing Needs, Changing Roles

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Outlines

- Changing priorities and defining roles (Nancy)
- Adding responsibilities, implementing a new service (Susan)
- Defining a new position (Mary)
- Managing change (Ginger)
Changing Priorities and Defining Roles
They always say time changes things, but you actually have to change them yourself.  
- Andy Warhol

- Why?
- WSU and Libraries evolving.
- Information formats and collections are changing.
The true university today is a collection of books.

-Thomas Carlyle

- But of course this is no longer true.
- Our original departmental staffing structure favored traditional formats, and assigned librarians/staff accordingly.
  - Monographs, Serials, Acquisitions, Projects/Documents, Music & Media
Good things happen when you get your priorities straight.

-Scott Caan

- We’d done well! The Music Library was cataloged; documents were under control, “standard” cataloging was doing well.
- What next?
New Needs Emerged:

- develop a local digital database for the collections of University research;
- focus on electronic resources: while many in the Libraries invested some of their time, it was hard to focus the effort;
- reconsider some acquisitions routine after retirement of the 20 year veteran head of acquisitions & to move forward
How to do it? New approaches were used:

- Dean of Libraries calls for involvement of all faculty in collection development/public service activity.
- Since we have so few people, they needed to be talented! Multi-tasking is key!
Role Changes and Revised Positions

- Institutional Repository Librarian and Music and Media Cataloger
  - All one person!
  - Monograph/media cataloger interested in expanding her skills, with a background in publishing and a broad outlook in librarianship.
  - Susan Matveyeva has led our IR initiative and is filling a vital role.
Role Changes and Revised Positions (cont.)

- **Electronic Resources Librarian**
  -- New position
  -- Finally gives us a specialist focused on the ever-growing electronic collections.
  -- Mary Walker had a depth of experience in varied library roles, and she is drawing on all her talents as she develops this new role in the Libraries.
Role Changes and Revised Positions (cont.)

- **Acquisitions Librarian**
  - Restored as a faculty level position.
  - We looked for a person with fine skills and a forward outlook.
  - We were fortunate in our choice of Ginger Williams!
Role Changes and Revised Positions (cont.)

- **Metadata Cataloger**
  - New position, recognizing our need to adapt to cataloging/metadata assignment following a variety of standards/schemas.
  - Brought technical skills to our Libraries that have been key to dynamic mapping development, web page design, and more.
Role Changes and Revised Positions (cont.)

- **Principal Cataloger**
  - Due to budget realities, currently vacant
  - Will oversee “traditional” cataloging workflows.
  - Work is currently handled by other faculty in department
Our approach so far:

- Identify needs.
- Fortunately, we have talented and capable faculty librarians who are willing to develop new skills and lead the libraries in developing new services and strengths.
- Your next speakers will describe their experiences.
Adding Responsibilities, Implementing New Service
From Catalog Librarian to Cataloging & Institutional Repository Librarian

Six years ago

- I was hired as an entry level Catalog Librarian and resource person for Music and Media after my graduation from a library school
- Job responsibilities: “traditional” cataloging, authority control, policies & procedure development
From Catalog Librarian to Catalog & Institutional Repository Librarian

Six years later

- I have three major responsibilities:
  -- Institutional Repository Manager
  -- Music & Media Cataloger
  -- Subject Librarian for Women’s Studies
How did it happen?

- Gradually...
- Step by step, adding expertise and gaining experience, assuming more responsibilities when administration offered them to me
Three years of “pure” Cataloging

- A lot of reading, training, cataloging, policy/procedure/manual writing, presenting, attending workshops and conferences (Thanks to my mentors!!)
- For some of my experiences see: http://soar.wichita.edu/dspace/handle/10057/299
Gradually adding formats

Books → Scores → Media → Web → Realia
Gaining project management experience

Cataloging
- Multiple formats
- Procedures

Supervising
- Students
- Workflows, training

= Project Management
Job responsibilities from 2006

Cataloging
- Supervision
  - Music Media
- Projects

Women’s Studies
- Collection Development
- Instructions
- Web site development

Digital repository
- To build a new service
Implementation of a repository

- Member of DSpace advisory committee; later: coordinator of the project
- Leading a team: organized & worked with six subcommittees (interface design; metadata; CD; workflow; promotion, and pilot)
- Took one year: see more at:
  http://soar.wichita.edu/dspace/handle/10057/1243
SOAR Manager Responsibilities

- Oversee day-to-day operations;
- Build a repository: find authors; create collections;
- Resolve intellectual property issues;
- Work with collection managers;
- Provide customer service to end users;
- Create guidelines and procedures for projects;
- Train SOAR staff (1/2 staff member; 1 GA);
- Prepare digital originals (may include digitization);
SOAR Manager Responsibilities (cont.)

- Cataloging duties: create metadata records; crosswalks; authority control, quality control;
- Work with Systems and metadata cataloger;
- Report to Library administration;
- Contact vendors and IR aggregators as needed;
- Market, promote, and present SOAR to individuals and groups;
- Further developments and enhancements of SOAR
Communication & Responsibilities

Cataloging

- University

SOAR

- Worldwide

CD

- TS
Defining a New Position
Electronic Resources Librarian

The Beginning

- September 2007
- Position located in Technical Services
- Blank slate
Electronic Resources Librarian

Job Responsibilities

- Supervising a shared library assistant
- Troubleshooting
- E-Resource Management
- License Agreement Manager
- Web Page Creation / Maintenance
Electronic Resources Librarian

Job Responsibilities (cont)

- InfoTrieve Liaison
- Resource for electronic resource questions
- Trainer
- Public service role
Electronic Resources Librarian

Communication & Collaboration

- Assistant Dean for Technical Services
- Coordinator of Collection Development
- Library Assistant
- Library Systems Developer
- Acquisitions
- Public Services
- University Departments: MRC & Campus Computing
Electronic Resources Librarian

The Future

- Constantly evolving
- Requires flexibility
- Requires constant skill development
Managing Change
Acquisitions Librarian

Starting points

- Everything is interconnected.
- Accountability and public relations are part of everyone’s job.
- We don’t buy stuff. We buy information.
First Task: Learn!

- Voyager ILS
- Local procedures
- Staff skills
Learn:

- Who does what?
  - Acquisitions, Cataloging, E-Resources
  - Collection Development, Admin, Reserves, Etc.
  - University Accounting
  - Vendor support

- What are the quirks of this ILS?
- How do local policies affect work?
Project: ERMS Cost Data

- Accountability
  -- Cost per use data
  -- IPEDS and other reports
- Shared information
  -- Collection Development, E-Resources, Acquisitions
- Training
- Workflow adjustments
Project: Analyzer

- Accountability
- Public relations
- Reduce duplicate data entry
- Reports from Voyager
  - Recently received materials by fund (PR)
  - Continuations by fund (data entry)
  - Items received from donated funds (PR, accountability, data entry)
Project: Acquisitions Wiki

- Procedures
- Easy to update
- Access at computer
- In-house access only
Project: E-books investigation

- 2004 survey
- New products
  - Title by title selection
  - Patron driven acquisitions
  - Improved features
Project: Evaluate purchase method

- E-Resources
  - Subscription agent
  - Consortiums
  - Direct from vendor purchase

- Print resources
  - Shipping costs
  - Number of vendors
We buy information

New needs

New tasks

New formats
How to survive the changes?

See next slide!!
Our answers are:

- Learning
- Flexibility
- Communication
- Collaboration
Any questions?

Thank you!!

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Nancy Deyoe, Susan Matveyeva, Mary Walker, Ginger Williams.
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