

George F. DeVine Music Library Annual Report for 1999 - 2000

This report for fiscal year 1999-2000 is framed by the goals that were set for the year.

Staff and Work Environment

Staffing of the branch was quite different this year due to temporary appointments. Pauline Bayne accepted a one-year appointment as Associate Dean of Libraries from August 13, 1999 through August 20, 2000. While the Music Library continued to report to her, LouAnn Blocker was given a one-year upgrade to Library Supervisor to assume its daily management. Michelle Brannen continued in her position, and two half-time temporary employees were hired: Chad Jones and Michelle Crowe. LouAnn and all members of the staff did an excellent job during a busy and difficult year. Weekly staff meetings helped them to provide a positive, learning work environment through an exchange of ideas and group problem-solving.

Training and Staff Development

Staff took responsibility for ongoing communication with counterparts at Hodges Library and other branches to share "best methods" of providing services. LouAnn Blocker had constructive interactions with staff from ILS, Circulation, and Reserve especially by serving on the Online Reserve Pilot Projects Team. Music and AgVetMed staff and faculty had one joint meeting in the spring; another meeting including Map Library personnel is being planned.

A search committee was formed to recruit and hire a new faculty member to fill the position vacated by Richard Harwood on September 1, 1999. The position was redefined to include music reference and instruction along with music and AV cataloging. Search committee members, including LouAnn Blocker and Pauline Bayne, completed their work by hosting interviews for three outstanding candidates in May 2000. Margaret Kaus, an experienced music cataloger, was hired as Associate Professor to begin work on August 9, 2000.

There was also excellent participation in the staff development arena. Bayne, Blocker, and Brannen all attended the Murphreesboro, TN meeting of the Southeast Chapter of the Music Library Association in October. Michelle Brannen continued to serve on the Staff Development Advisory Committee and participated in the trip to UT Chattanooga. LouAnn Blocker investigated online reserve services during the staff trip to Virginia Tech and the University of Virginia in May. Michelle Brannen received partial funding to attend the Society for Ethnomusicology meeting as well.

Both staff members were recognized at the Libraries' Awards Breakfast. Michelle Brannen received the Customer Service Award, and LouAnn Blocker was part of the team (Print-to-Digital Online Reserve) receiving the Skills Development Award.

Information Access and Integration of Information Resources

- *Improve access to and integration of library information resources*

With the programming skill of Ross Singer of the Systems Team, the *UT Song Index* was converted from a batch system for uploading new data to an interactive real-time editing process. The search-engine and user interface were completely redesigned resulting in simple and advanced searching that emulate searching in the Library catalog. Michelle Brannen and Pauline Bayne were instrumental in specifying needs and testing the user interface. The updated, net-based index has been greatly improved by Singer.

Plans were made to redesign the Music Library website and bring it into line with other Libraries sites. Work will be completed during the summer so that it is available by August 23, 2000. See <http://www.lib.utk.edu/~music> .

Several goals were not completed: 1) improve searching and user interface for the web-based Analysis Index, and mount the David Van Vactor catalog and 3) Galston-Busoni image database on the web. These projects will be re-evaluated for priority in the next fiscal year. Music Library Guides were not revised this year.

- *Take a pro-active approach to assess School of Music needs for reference, instruction, and collection services.*

Expanded electronic information resources by purchasing the *Grove's Dictionary of Opera Online and New Grove's Dictionary Online* (release date of November 2000).

The need for library instruction integrated into the undergraduate music curriculum influenced definition of the position of Music Cataloger and Reference Librarian. We expect the new librarian to begin development plans for such a program in fall 2000.

- *Build, manage, and maintain the local collection*

Pauline Bayne participated in preparation of the NASM Self-Study document, working with Drs. Gay and Murphy to write the library section of the report. The Music Library Advisory Committee provided advice on the library section and on extending circulation of audio compact discs to graduate students, which started in mid-March.

In the area of collection assessment, compact disc holdings were checked against more than 3500 titles listed in the Music Library Association's *A Basic Music Library*, 3d ed., (*BML*) and orders were placed based on the results. After the materials are received our assessment results for CDs will be at 55 % of *BML* overall (24% jazz and blues, 70% art music, 53% world music). The assessment of scores last year showed our collection to be at 73% of *BML* for scores.

Branch holdings grew to more than 62,000 items in FY 2000.

	FY 98-99	FY 99-00
Books	15,271	16,637
Scores, includes monumental editions	20,562	21,688
Journals (print & microfilm)	3,060	4,249
Microfilm theses & dissertations	914	916
Audio recordings	17,084	18,315
Video recordings	924	991
CD-ROMs	30	34
TOTAL	57,845	62,830

Acquisitions Expenditures comparing FY 1998-99 to FY 1999-00.

	FY 98-99	FY 99-00
Approval books	\$12,289	\$11,000
Firm order (primarily scores, sound & video recordings; some books)	\$22,246	\$33,623
Periodicals	\$6,142	\$6,330
Serials (includes complete works, monuments, and some monographic series)	\$10,000	\$8,944
Restricted funds	\$6,597	\$6,723
TOTAL	\$57,395	\$67,620

Michelle Brannen continued exporting Horizon data to create a web-based monthly acquisitions list, sorted by format, for electronic distribution to Music faculty.

Regular shelf reading of all parts of the collection was an ongoing priority. Book cleaning was undertaken but only parts of the collection were vacuumed due to limited student assistant hours to devote to the work. Little time was available for weeding, replacement, and transfer activities. However, extensive checking for appropriate collection codes resulted in improvements in database accuracy and positions the branch well for self-checkout in fall 2000. Careful screening for rebinding needs did occur this year.

Services

The Music Library is a very busy branch. Horizon item statistics may be used to measure use by LC classification. In FY 99-00, the M, ML, and MT classifications were all in the top twenty for numbers of circulations. Circulation numbers for the branch totalled 47,792, an 8% increase over last year. Interlibrary loan borrowed 298 collection items from Music this year, a reduction of 14% from last year. Turnstile counts indicated 66,484 entries for an average of 240 per day. We register a steady increase in patrons coming into the library; the average per day was 200 in FY 98, 215 in FY 99, and 240 in FY 00. As we move to online course reserves in fall 2000, we expect that circulation figures may drop slightly in the next fiscal year.

- *Continue work to assure accuracy of holdings information in the public catalog.*
Student assistants checked the collection codes for compact discs and other materials to assure quality and proper circulation.

- *Participate in planning for online reserves and future options for computer delivery of sound resources.*

Michelle Brannen assumed a major leadership role in the work of the Audiovisual Streaming Group developing online reserves outside the print arena. She was the liaison with faculty teaching three sections of History of Rock and one teaching Music Theory, maintained a database of information for tracking the audio clips, provided web pages, and developed instructional materials for students using the streamed media.

LouAnn Blocker was an active participant in the Print-to-Digital group of the Online Reserve Pilot Projects Team, contributing especially to workflow discussions, testing of scanning routines, and contributing to student/faculty instructional materials.

- *Allocate resources for the most effective delivery of services.*

After concurrence of the Music Library Advisory Committee, we developed policies, changed circulation system parameters, prepared the CD collection with security strips, and launched a new service to permit graduate students to check out audio compact discs. Next year we will introduce Horizon's media scheduling to assure that CDs needed for classroom instruction are available on a scheduled basis.

Another new service to be offered in Fall 2000, along with Hodges and AgVetMed, will be patron self-checkout of circulating materials.

Facilities and Equipment

Equipment replacements really enhanced our service capabilities this year including:

- Microfilm reader-printer with a laser printer and capability to read and print from microfilm and microfiche
- Three Mac G4s and one Windows 98 pc for staff use plus a Windows pc for our new librarian
- Two sections of shelving to expand the compact disc collection
- 3-M sensitizers and desensitizers for magnetic media
- New circulation desk components that improve both public and staff spaces
- 3-M self-check unit, to be installed in August

Pauline S. Bayne, 11 August 2000