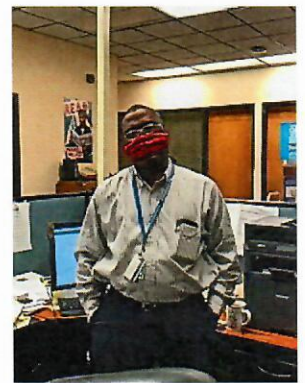

2019-2020 LIBRARY ANNUAL REPORT



MEETING CHALLENGES IN A TIME OF A PANDEMIC

TSU Libraries and Media Centers



TENNESSEE STATE UNIVERSITY

Table of Contents

Report of the Interim Dean

Web Manager

Systems/Metadata Librarian

Computer Specialist

Reference Department

Circulation and Reserves

Special Collections and Archives

Collection Management

Acquisitions and Serials

Cataloging

Avon Williams Campus Library

Media Centers

Statistics and Appendices

Interim Executive Director's Annual Report

Glenda Alvin

2019-2020

Upon the retirement of Dr. Murle Kenerson on July 31, 2019, I began my term on August 1, 2019 under the supervision of Dr. Alisa Mosley, Vice President of Academic Affairs. I coordinated an all day staff retreat at the AITC Building on campus and the theme was about transitions. The speakers included Pam Trent for the HR Department and Dr. Frankie Goolsby, an optometrist, who discussed eye care. During the Faculty and Staff Institute in August, I discussed my management style and expectations with the entire group and then met separately with paraprofessionals and faculty.

In September, the entire Main Campus experienced a power failure that lasted for weeks and eventually led to the Main Library being completely shut down. Staff had to work from home or go to the Avon Williams Library. We were put on a generator and then returned to power. The library has continued to experience problems with intermittent problems with electricity, HVAC and a leaky roof.

After power was returned, I started to evaluate the library's operations, particularly in Public Services (Reference, Circulation and Special Collections). I found that the reference department had not updated its procedures and methods of delivery in over twenty years. Librarians were still using hash marks to record questions and not recording phone calls. I purchased the LibAnswers module from Springshare, which provides online reference and includes Libchat (Ask-A-Librarian) via phone, text or email and processes statistics. During the year, I added other modules such as LibCal for research appointments and expanded our LibWizard subscription for developing surveys to full functionality.

During the course of writing Title III and SACSCOC reports, I discovered that the library was woefully dysfunctional when it came to producing survey data. I formed an Ad Hoc Committee on surveys, chaired by Sherry Ge which examined the current surveys for needed improvements and functionality. The committee (Julia Huskey, Angel Sloss-Pridgen, Jennifer Castle and Mitchell Chamberlain) revised the content and moved the formats from Qualtrics to LibWizard for better access and function.

I activated other committees that had been dormant. Joyce Radcliff led the Marketing Committee to develop a newsletter that was distributed via University Communications. Julie Huskey, chaired the Disaster Committee and the Retreat Committee. Jarvis Sheffield, chaired the Media Committee, and Rodney Freeman chaired the Digital Projects Committee.

The Web Design Committee is co-chaired by Sherry Ge, Systems/Metadata Librarian and Sharon Hull-Smith and I tackled the way the Special Collections and Archives content is displayed on the Library's website. Much of the information was housed on an unstable server (www3). We decided to move the archival information such as biographies of TSU famous alumni, Olympians,

Presidents, etc., into the institutional depository, Digital Scholarship@TSU. We ask the librarians to do new biographies that could be linked to finding aids and were able to load the information on a platform that not only could be searched as open access documents, via Google and other search engines, but also could be accessed via our discovery layer over the online catalog, EBSCO EDS.

I evaluated our equipment for student and staff use. The library had microform, but no functioning microform reader, so one was purchased. The iMacs in the Learning Commons had not be upgraded in several years, so eight new ones were purchase and the Adobe software was upgraded. Typewriters are used by students to complete forms and needed to be serviced. They were sent out for maintenance. We purchased a computer for the public to use, so that staff would not have to use their credentials to log them on and we also purchase Chromebooks to loan students. The library initiated a new inventory process, Mobile Worklists from Innovative Interfaces and we purchased four iPads for scanning. Staff received new computers, printers and chairs as needed. New surveillance cameras were purchased to deal with student behavior issues.

In March 2020 the university shutdown due to the COVID 19 pandemic and students were sent home, so the library remained closed until the Fall Semester 2020-2021. During that time, reference librarians provided service remotely via LibAnswers, worked on research guides and biographies for institutional repository. A skeleton crew, mostly Circulation staff came in. Michael Doster, Mary Swanson, Tammie Evans, and Vanessa Smith worked with inventory procedures and releasing holds on the Main Campus and Mitchell Chamberlain and Ruifang Wang worked in the Avon Williams Library.

I participated in the following committees: International Students Committee and the Strategic Planning Committee. In addition to serving on the Graduate School Faculty Council, I also served on the Graduate Faculty Curriculum Committee, which met during the summer. I submitted a template for having the certificate programs have a web presence of their own on the Graduate School website.

The library was fortunate to receive three grants from Title III, one of which was a one-time only. It allowed us to add new databases requested by the faculty such as Kanopy, a streaming video service and to make purchases for archival databases such as the Ebony Magazine Archives

Web Manager

Systems/Metadata Librarian

Computer Specialist

Library Web Manager

Phil Yan

During FY 2019-2020 my major responsibilities involved creating new web pages for the library's website, doing daily routine maintenance for the library web pages, debugging and repairing bad URLs, troubleshooting vendor URLs errors reported by patrons (staff, faculty and students) and working closely with our vendor contacts in several technical support offices in debugging various technical issues.

Additional responsibilities involved maintenance of the Libray3 server web pages (editing and debugging pages and moving pages to TSU Library main domain (www.tnstate.edu/library)). There are hundreds of web pages and images hosted on the library3 server that need to be transferred to the TSU Library main domain after being reformatted and edited. The main goal of this transfer is to make these library files/images searchable to users when they make a search on TSU Library.

My responsibility also involved creating new web images or Library web programs as needed. During this period, I have been serving as a web consultant to other TSU offices (WRITE Studio, Sixth To Success Program). For 2019 and part of 2020, my responsibility includes creating web pages for the art galleries at both Avon Williams Library and the main Library of TSU on a monthly basis. I have converted the TSU Library Art Gallery web pages from library3 server to TSU Library main domain. I took part in the Special Collection Scanning project, my responsibilities include scanning TSU Sports Magazines (Tigers' Home-Coming in 1950s, 1960s, 1970s, 1980s, etc/)

In the coming year, I plan to work closely with TSU IT Department, TSU Public Relations as well as our library leadership and staff members to enhance the performance and reliability of the library website by using up-to-date technology provided by TSU IT department.

Xuemei (Sherry) Ge
Assistant Professor
Systems and Metadata Librarian
Accomplishments 2019-2020

This year was different than years passed due to the Covid-19 Pandemic. The university closed in mid-March, but the library continued to provide remote services to the university community. I started working remotely from home from mid-April and submitted daily remote work reports and visited the campus as needed.

This year the library completed the migration to the new Interlibrary Loan platform by migrating from OCLC's interlibrary loan automation system, ILLiad to its first cloud-based ILL management system, Tipasa. The transition was smooth for both the main and the downtown libraries. The libraries also enabled automatic patron request processing features for the book requests placed via the web for circulation.

I finished the additional setup and configuration of OpenAthens. Now OpenAthens can provide statistics of the database access by student classification, which the library did not have from WAM and was requested by Title III.

The library no longer has a subscription for the Books 24X7 ebooks, but more than 61,000 ebooks and 11,000 streaming videos from EBSCO, Alexander Street, and other vendors were added into the system. Patron records and media equipment records were updated in the system. I also assisted with completing the CRDP Profile in joining GPO's Cataloging Record Distribution Program (CRDP). The library will drop the GPO cataloging subscription once CRDP files start.

My leadership and expertise is responsible for making several products operational on the Springshare platform. I implemented the following:

- The LibAnswers function along with the LibChat service with the Ask-A-Librarian widget on the library's homepage and I activated its Q&A feature;
- LibCal's MyScheduler for student research appointments with library faculty.

- An upgrade to LibWizard for better functioning of forms and surveys.
- New Libguides, one for Small Business and Entrepreneurship and one for Nonprofit Organization.

In regards to the Sierra system, I completed both the implementation of Mobile Worklists and the increase of additional review files, which added 40 additional review files (625,000 additional records) projects. I drafted the inventory procedures and trained the circulation staff to use the app for the inventory. The database cleanup was performed prior to of the inventory, and the main library initiated the inventory in mid-May. My supervision of the Mobile Worklists inventory process included coordinating the inventory workflow, creating inventory problem reports, globally updating the inventory records, and compiling the inventory summary reports, as well as troubleshooting bugs and glitches.

As the Co-Chair of the Web Design committee with Sharon Hull Smith, I re-organized the archival holdings for Special Collections. The library Interim Executive Director asked the Library Faculty to create biographies of famous TSU Olympians, TSU Presidents, and Notable Alumni; these papers are added to the University Archives and University Athletics section of Digital Scholarship @ TSU and linked to the collections. And many of the webpages for Special Collection were scanned with old technology more than twenty years ago, the Web Design Committee looked at these pages for revision and enhancement. I corrected the outdated information and bad links on the library pages, as well as corrected and revised many pages, and removed the deleted library web pages from the webserver.

As the digital repository administrator, one thousand twenty-nine new works were added in Digital Scholarship @TSU, with a total number of 2,852 in the repository. I moved much of the content from Special Collections web pages into Digital Scholarship @TSU and making it searchable via the EBSCO EDs discovery layer for the online catalog. This included TSU Commencement Programs, TSU Yearbooks, TSU Catalogs, The Meter, The Football Programs, TSU Homecoming Queens, Nashville Conference on African American History and Culture, and more (<https://digitalscholarship.tnstate.edu/>). I also uploaded all the image files from the Tennessee State University Digital Collections in HBCU Library Alliance Digital Collection to

Digital Scholarship @TSU. The Digital Scholarship @ Tennessee State University had 15,112 metadata page hits, and 10,675 full-text downloads for the fiscal year.

As the Assessment Coordinator for the library, I produced statistical data for SACSCOC documentation of resource usage which included books, ebooks, journals, e-journals, and streaming videos for all TSU academic degree programs, as well as, compiled reports on library resources that support academic programs that were up for reaccreditation, such as nursing, dietetic program, etc.,. Statistical reports of the library resources, usage statistics, and the online survey data analyses were processed for the library's SACSCOC sections 11.1, 11.2, and 11.3. I uploaded accreditation progress reports, Title III quarterly reports, and the supporting data in Compliance Assist!

My professional activities include a presentation on implementing OpenAthens at EBSCO User Group Meeting for North American Academic Libraries, San Antonio, TX in October 2019. My article on the importance of librarian collaborative relationships was published in **Against the Grain** (December 2019/January 2020). I attended the IUG 2020 Virtual Opening Session since the conference was canceled due to the Pandemic. As a member of the Innovative Idea Lab team, I served as a reviewer for the "Always Open Space for Sierra," reviewed and completed the review forms for the ideas assigned to me on its website (the IUG enhancement platform).and helped move ideas forward to Product Review. I also participated in the III Idea Lab Webex meetings with the team members and III product managers.

Goals for the 2020 to 2021 fiscal year include Sierra system upgrade, coordinate and finish the main library inventory, and finish transferring all old works from Special Collection web pages to Digital Scholarship, etc. I hope the library will reopen to the university community soon, and the library services resume to the pre-pandemic condition.

Accomplishments and Activities:

Faculty-Staff Institute
Fall Commencement
EBSCO User Group Meeting for North American Academic Libraries
Tenn-Share Datafest and Conference

III Idea Lab Team Member
University Assessment and Improvement Council
University Personnel Tenure & Promotion Committee
TBR Libraries Accessibility Task Force
Web Design Committee
Digital Projects committee
Ad hoc Study Committee on Assessment Policies and Procedures
TN Board of Nursing Site Visit
TSU Dietetic Program Accreditation Site Visit
Assessment Development Workshop
The Digital Archives Workshop
Microsoft Outlook Shared Calendar Features Training
OCLC Tipasa Transition to Support
EBSCO OpenAthens Training
EBSCO Full-Text Finder Training
III Mobile Worklists demo
Desk Tracker Webinar
LibAnswers Webinar
LibStaffer Webinar
EBSCO Faculty Select Database Training
The Forum - International Education Week Where I Come From - Conversations Across Generations-FPCC
International Education Faculty Workshops - Developing and Executing Short - Term Study Abroad Programs
Retirement luncheon for Dr. Murle Kenerson
Library Retreat
Webinar: OCLC Demystifying Resource Sharing: ILL Basics for Non-Resource Sharing Staff & Librarians
Webinar: The Library's Role in Making Textbooks Affordable Webinar: Transform Your Catalog: One University's Experience with BIBFRAME-Based Discovery
Webinar: Tips to Enhance Your Researchers' Productivity
Webinar: 20 Cool Things to do with Digital Commons
Webinar: It's All about that Data Saving the Cancelled Conference: Supporting Conferences, Events, and Online Learning with Your Institutional Repository
Webinar: Enhancing the Digital Experience for Library Patrons with Disabilities
Webinar: Sierra SQL for Record Data Review
Webinar: The IR is meant to be as complete and comprehensive as possible." – IR administrator, R1 public university
Webinar: Navigating Accessibility to Support All Library Users.
Webinar: How to Write Effective Survey Questions to Get Useful Data
Webinar: Put Those Databases to Work! Strategies to Get Materials Flying Off Virtual Shelves
Webinar: Visual Learning and Video
Webinar: Research Data – in Your Future?
Webinar: The library's role in making textbooks affordable for students
Webinar: Navigating Accessibility to Support All Library Users
Webinar: Maintaining Access to Vital Resources

Webinar: Sierra Database Cleanup
Webinar: Using Sierra Headings Reports
Webinar: Awareness to Action: Innovate for a Green Future
Webinar: Saving the Cancelled Conference: Supporting Conferences and Events with Your Institution Repository
Webinar: Innovative Library Service 2020 Update
Webinar: From Chaos to Confidence: A plan for success with ILS Hosting.
Webinar: Sierra SQL for Record Data Review
Webinar: New Features in Sierra 5.1
Webinar: Sierra Database Analysis: Checking your System using Create Lists
Webinar: Linked Data for the perplexed Librarian
Webinar: The Art & Science of your IR's Discoverability: Google & Google Scholar.

**Computer Specialist
Colette Bradley**

It goes without saying that the 2019-2020 academic school was a challenge for every student in the world. Even in the mist of the Covid-19 pandemic the libraries and media centers continued to provide support to the faculty, staff and students here at Tennessee State University. During this unprecedented time many adjustments had to be made to accommodate and provide outstanding service to our patrons. The most obvious adjustments included schedules and work place changes. While students, faculty and most staff operated remotely during this time, the university had to pivot in a way that had not been seen before which forced the library and other departments to provide many of our services remotely. The libraries and media centers did not close during this time, but we had to adjust. For those that worked remotely the library provided whatever hardware and software that was needed by the faculty and staff of the library so that day-to-day responsibilities could continue.

While I worked a hybrid schedule during this time the library completed several projects that included technology upgrades that I oversaw. One project that took place was upgrading the Smartboard in the library's conference room to a 65" Interactive Touchscreen display, 2-in-1 laptop and wireless adapter. This upgrade provides the user to make a visual presentation and be able to control the screen by interactive functions. The second project was upgrading the classrooms, room 315 and room 317. The upgrades that took place in these rooms are; an installation of a Panasonic LCD Laser projector, Flip Top Touch screen and a Digital Media Presentation System. This new system provides a complete 4K AV presentation control and signal routing solution for the classrooms while integrating the control system, matrix switcher, video scaler, streaming decoder, mic mixer, audio DSP, amplifier, and all into a single 3-space rackmount package without the need for separate components. The library also saw the need to upgrade the iMac's that are in the Learning Commons area. This area now provides eight- 27-inch iMac

with Retina 5K display in addition to the installation of Adobe Creative Cloud which offers state-of-the-art accommodations and a network HP LaserJet printer.

Several departments in the library also upgraded their equipment to streamline workflow in their specific area. The cataloging department purchased a dedicated label printer that allows the personnel to print labels one at a time and the circulation department received iPads to conduct inventory and purchased a new computer and barcode scanner for the Self-Check Out unit. Patrons can checkout material without the assistance of a staff member which decrease physical contact during the pandemic.

As the pandemic of Covid-19 continued the library had to operate within the university's and the Centers for Disease Control guidelines. These guidelines stated that computers had to be six feet apart. For this to happen the library decrease the number of computers in the library to fifty percent. To accommodate this several things had to place. Twelve computers were moved to the first floor which enlarged that lab and the lab on the second floor was extended to be able to operate within the guidelines. This project required new cable and furniture to be installed. These accommodations were welcomed by the patrons because it provided patrons more workroom.

I pray that the pandemic ends soon, and life resume as normal, but if not, the library will continue to provide the services that are expected during this the time whether its remotely or in person.

Reference Department

Angel Sloss
Summary of Activities/Achievements
July 19, 2019- June 1, 2020

- Serve on Faculty Senate (2019-2021).
- Assist with Dr. Melton's HBCU C2 Initiative- Served as a TA/Librarian – *2.5 months*.
- Became an Apple Teacher for C2 Initiative by completing university wide training.
- Nursing Visit Site- Attended.
- Coordinate Embedded Librarian Request: Answered Question:
May I please meet with you Thursday to aid me through the RCT process? I have found an RCT but am having difficulty with a couple questions.
Met with student and assisted on how to create a search inquiry for RCTs.
- Participate in Faculty/Staff Institute: *Enhancing the Learning Experience: Mobile Assistance for a Flexible Classroom* (Contributed to Group Paper, Presented with other members of faculty- Summer Faculty Institute).
- Deborah and I worked on revising the Embedded Librarian Program form/procedures.
- Finished writing chapter for book: *Underserved Patrons in University Libraries: Assisting Students Facing Trauma, Abuse, and Discrimination*. **Chapter:** Information Services for Students with Anxiety Disorders/Depression (Julia Skinner & Melissa Gross).
- Met with Domonique Hallet (University of Arkansas) to collaborate on a chapter proposal for ACRL: *Teaching About "Fake News": Lesson Plans for Different Disciplines and Audiences*. **Proposal Not Accepted.**
- Attend Library Staff Retreat.
- Attended Education Department Meeting with Deborah to talk about library resources.
- Wrote Dr. Hayes a Recommendation later upon her request for tenure.
- *Feb 5, 2020- May 4, 2020-Maternity Leave*
- Met with Deborah upon returning from Maternity Leave to transition assignments back over to me.
- Writing Project: Wyomia Tyus (Digital Repository)
- Worked on Libguides: Library Faculty Toolbox, Education Graduate, Education Undergraduate, Embedded Librarian Program, and Reference & Instruction.
- Completed IT Security Training
- Attended Web Seminar: *More than Numbers: How Librarians Can Use Data to Understand Student Engagement in an Unpredictable Learning Environment*.
- Attended Carterette Series Webinar *the Six-Week [Assessment] Project: How to Get from Ideas to Results in a Hurry* presented by Topher Lawton.

Jennifer Castle, Assistant Professor, Reference and Government Documents Librarian
Annual Report 2019-20
Tennessee State University

I began my position as Assistant Professor, Reference and Government Documents Librarian in August 2019.

Accomplishments:

- Attended Federal Depository Libraries Annual Conference in Washington D.C. in October 2019.
- Attended FDL Annual Virtual Conference in April.
- Completed the Federal Depository Library Coordinator Certificate program.
- Became a reviewer for the ALA Government Documents Roundtable official publication, *Documents to the People*. Submissions I reviewed were published in the 2020 Spring edition. I remain a reviewer for the Summer edition.
- Put the TSU government documents depository on the waitlist for the Catalog Records Distribution Program.
- Participated in the Tennessee Library Association GODORT annual meeting at Vanderbilt University.
- Accepted the position of 2020-21 Co-Chair for TLA GODORT. Will be sharing duties with Will Stringfellow from Vanderbilt University.
- Met with Kenya Flash (Yale University) and Dominique Hallett (Arkansas State) to collaborate on a survey of government documents professionals (*"Who Are 'We the People'?"*). Slated publication is 2022.
- Created three displays for Constitution Day, 2020 Census, and Black History Month and Voting.
- Received IRB certification at TSU.
- Served as a judge at 2020 Tennessee History Day North Middle Regional Contest at TSU Avon Williams campus.
- Participated in the TSU Civic Engagement group. Embedded relevant library guides into the Civic Engagement course shell.
- Held a voter information/registration drive with Deborah Lilton in the Floyd-Payne Student Center in February.
- Authored or co-authored six of the top 10 most accessed TSU LibGuides:
 - Updated and redesigned Government Documents LibGuide. Updated link on library's home page and promoted it in orientations. Usage increased from 48 views in August 2019 to more than **380** in December. (263 views as of June 1, 2020)
 - Created and published 2020 Census, Coronavirus COVID-19, and COVID-19: Things To Do While Practicing Social Distancing guides. As of June 1, they've received **346**, **979**, and **11,860** views, respectively. *Eight institutions have used the latter as a template for their own guides.*
 - Co-authored Remote Teaching, Learning, and Research, and Is This Fake News: Identifying Misinformation and Propaganda guides with Deborah Lilton. As of June 1, they've received **325** and **385** views, respectively.

- Served as chair of Reference Usage Study Committee.
- Served as co-chair of Library Survey Data Ad Hoc Committee.
- Served on Marketing Committee where I created three social media accounts for the libraries and media centers (Facebook, Twitter, and Instagram), and co-edited the first edition of *Visions: Tennessee State University's Library Newsletter*.
- Provided training with Deborah Lilton to library staff and faculty on Outlook and 365 Calendars.
- Attended Fall and Spring Faculty/Staff Institutes.
- Attended 2019 Library Retreat.
- Attended approximately 35 professional development webinars.

Tasks:

- Managed the TSU Federal Depository Library collection.
- Served as the embedded librarian in five courses between the fall and spring semesters.
- Updated TSU Government Documents Access and Collection Development policies.
- Served as liaison to departments of Agriculture, Physical Therapy, and Health Administration/Health Science/Public Health. Updated and maintained relevant LibGuides for departments.
- Assisted with the implementation of LibAnswers/Ask-A-Librarian.
- Transitioned to virtual librarianship during the COVID-19 pandemic.

Circulation and Reserves

Annual Report 2019-2020
Michael Doster, Research Administrative Coordinator
Brown-Daniel Library Circulation Department
Submitted to
Professor Glenda Alvin, Dean of Libraries and Media Centers
Tennessee State University
24 June 2020

I have been in the position of Research Administrative Coordinator for one year and 10 months. I started off the 2019-2020 academic year assisting part-time in the Reference Department to help train Charles Graham in my previous position of Library Assistant III. I have become acclimated to my position of Research Administrative Coordinator thanks to the support from my colleagues in the Circulation Department, Mary Swanson, Tammie Evans, Vanessa Smith, and Yusef Lighari.

We started off the academic year with shifting the books on the 1st floor of the Brown-Daniel Library. I concluded the addition of books donated from the College of Education to the Youth Collection. We have relabeled a sizeable majority of the books on the first floor of the library. The shifting and relabeling is an ongoing process. We have shifted books down from the top shelves for ADA accommodations.

I have been assigned the task of organizing the Course Reserve books. The library is collaborating with the professors on the use of open source materials for instruction. We have created an additional cataloging code of, "Library's Textbook", which designates instructional material available in our collection. This is in addition to books in the Course Reserves that are designated as, "Instructor's Textbook", and "Instructor's Materials". I have been contacting professors to update the list of materials. The progress on the Course Reserves project has been temporarily halted due to the COVID-19 emergency closure of the university.

There has been a lot of activity with the library committees. I have participated with the Digital Projects Committee, The Food and Beverage Policy Committee, The Reference Usage Study Committee, The Retreat Committee, and the Disaster Planning Committee. Digital Projects is planning a video log (vlog) with interviews from people on how they're impacted by COVID-19. The Food and Beverage Committee discussed allowing patrons to eat in the library, but that will be rescinded with the implementation of social distancing restrictions. The Reference Usage Committee discussed the reorganizing of the Reference Department. The Retreat Committee is working on finding another location for the Library Retreat since all the venues are closed due to COVID-19. The Disaster Planning Committee discussed policies and procedures in the event of an emergency. In relation to the Disaster Planning Committee, I attended the seminar, "Until Help Arrives" produced by FEMA and the Department of Homeland Security and presented by the TSU Office of Emergency Management.

Some goals to set for the coming year are to prepare for the university reopening, the students returning, and the ongoing inventory. We are adjusting the library policies to adhere to social distancing restrictions. The inventory is an ongoing process, and we are dealing with issues as they arise.

Special Collections and Archives

Special Collections & Archives
Sharon Hull Smith. Assistant Professor and Head

Accomplishments and Activities

Sharon Hull Smith

Assistant Professor and Head of Special Collections and Archives

Meetings/Workshops/Certificates

- Faculty and Staff Institute-August 2019 and January 6, 2020
- Outlook Calendar Training-January 24, 2020
- Department Head Meeting-January 30, 2020
- Mellon Grant Workshop-February 7, 2020
- Nashville Conference on African American History and Culture-February 14, 2020
- Zoom Staff Meeting-April 8, 2020
- Zoom Department Head Meeting-April 17, 2020
- Zoom Tenure Promotion Appeals Meeting-May 5, 2020
- Zoom Library Meeting-June 11, 2020

University Committee

- Nashville Conference on African American History and Culture
- Faculty Tenure Appeals Committee

Library Committees

- Digital Projects Committee

Lisa Parrish

Library Assistant III

Meetings/Workshops/Celebration

- Library Zoom Meetings

Library Displays

- Welcome Back
- Homecoming
- Black History Month
- Women's Month
- Working Together

Library Committees

- Annual Retreat Committee
- Digital Projects Committee

Michelle A Vaughn

Library Assistant III

Meetings/Workshops/Celebrations

- Attended the Faculty and Staff Institute
- Attended training for Circulation Policies
- Zoom Library Meetings
- Working on the Vice President of Academic Affairs Collection
- Assisted with a series of various request for our faculty, staff and patrons.

Library Display

- Black History Month
- Women's Month
- Covid-19 Awareness

Library Committees

- Digital Project Committee
- Courtesy Committee- Chair
- Web Design Committee: Institutional Repository (Digital Scholarship @TSU)

Collection Management

Acquisitions and Serials

Cataloging

Annual Report 2019-2020

Assistant Director for Collection Management

I accepted the position of Interim Executive Director of Libraries and Media Centers, while also carrying out my responsibilities as Assistant Director for Collection Management/Head, Acquisitions and Serials. The majority of my time was taken with administrative duties, however, the Collection Management staff was very experienced and kept up with the workflow.

The library resources budget benefited from a Title III SAFRA Grant that provided one-time funding. We were able to add the electronic EBONY Magazine Archives, Faculty Select, an OER database and the 2020 titles from Business Expert Press. We added to our ebooks collection by implementing R2 Library with Rittenhouse Publisher. It is an ebooks approval plan that allows patrons to access the book three times before a notice is sent recommending purchase.

In March 2020 the university closed due to the COVID 19 Pandemic. The staff worked remotely to process orders for resources. Linda Bell and Ernest Miah worked in the Library on Mondays, Wednesdays and Fridays and Julia Rather worked in the office on Thursdays. We had to postpone some of our usual activities, such as the Summer Serials Project, when we would discard periodical holdings that are not being used or have been replace electronically.

I remain a Conference Director for the Charleston Library Conference on "Issues in Acquisitions and Serials and as member of African American Studies Librarian Interest Group(AASLIG).

Accomplishments 2018-2019

Glenda Alvin, Assistant Director for Collection Management

1. Attended Charleston Library Conference on Issues in Book and Serials Acquisitions. Conference Director, November 2019
2. Served as member of African American Funnel Group
3. Chair, Faculty Evaluation Committee
4. Research Guides-edited several and increase the subjects covered.
5. Attended Commencement, May 2020

Linda Bell, Senior Library Assistant

1. Served on the Disaster Planning Committee
2. Attended Faculty/Staff Institutes
3. Processed the following archival collections: Edgehill Urban Renewal, Mapp, Monroe, and Avon Williams Legislative Collection

Ernest Miah, Senior Library Assistant

1. Online Workshop: Recognizing and Preventing Harassment and Discrimination
2. Attended Faculty/Staff Institutes(Fall & Spring)
3. Assisted Cataloging Dept with packing discards

Vanessa Owen, Technical Service Software Librarian

1. Tennessee Library Association- Conference Planning Committee- Sponsorships Co-chairperson
2. Tenn-Share- Conference Planning Committee
3. Southeast Young Adult Book Festival Volunteer
4. Member, Faculty Evaluation Committee
5. Attended Faculty-Staff Institutes

Julia Rather, Accounting Clerk III

1. Assisted in the processing of the Avon Williams Collection
2. Supervised student worker to assist in the processing the Avon Williams Collection
3. Attended Faculty Staff Institute
4. Worked on Women Suffrage Presentation for Staff Retreat (cancelled)

Cataloging Department

Julie Huskey, Head of Cataloging
Anna Presley Dyer, Catalog Librarian

The total number of volumes cataloged for FY2020, 3972, was a slight decrease from FY2019. However, this year's operations were disrupted by an electrical failure in the fall and a pandemic in the spring, and cataloging output would likely have been higher without those events. Regardless, new procedures ensured that the cataloging backlog was greatly reduced.

One student assistant, Tatyana McCoy, worked September through March for a total of 122 hours.

The department provided support for the libraries' weeding and reorganization projects. Items to be withdrawn from the collection were processed, listed in an Excel spreadsheet, and offered on the Tennessee Board of Regents email list before being discarded; over seven thousand items were offered in this manner. We also assisted with database cleanup prior to an inventory of the stacks.

Most of the items classified as gifts received were donations from the recently-closed Curricular Materials Center at the College of Education; those items were cataloged in early fall.

Authority control and general database maintenance continued to be a priority for the department. Presley consulted OCLC's weekly "Closed dates in authority records", and I worked with the monthly "Library of Congress Subject Heading" approved lists, to provide consistency in access points.

I chaired two library committees: the Disaster Planning & Safety Committee and the Staff Retreat Planning Committee, and I attended several meetings of the Reference Usage Committee. Presley served on the Digital Projects Committee and the Staff Retreat Planning Committee. I was also a member of the university-wide ad hoc Faculty Handbook Revision Committee.

We also participated in the Tenure and Promotion Roundtable (an informal group intended to offer suggestions and support in preparing tenure portfolios) and the TSU Library Book Club.

Both of us were registered to attend the Tennessee Library Association annual conference, where I was also scheduled to participate in a panel discussion on Open Educational Resources, in early April, but the conference was canceled because of the COVID-19 pandemic.

When the pandemic closed the TSU campus in mid-March, both of us worked from home almost exclusively. Although fewer tangible books were received, we used the time to correct errors, delete duplicate entries, create fuller records, and otherwise clean up the catalog. In addition, we engaged in a number of writing projects for the library webpage, primarily of Tigerbelles and other TSU notable people, and in continuing education. Since the library is likely to consider migration to a new ILS in the next one to

two years, it is essential that we understand the linked data model and other cataloging developments.

Goals for Fiscal Year 2021

Since the library is expected to consider migration to a new ILS in the next one to two years, it is essential that we understand the linked data model and other cataloging developments. Webinars and readings on relevant topics are plentiful. We would also like to develop projects using MarcEdit software.

Much of the TSU's instruction during the 2020-2021 academic year is likely to be conducted remotely and/or through hybrid instruction. Both of us, after consulting with the Reference department, will adapt our liaison work to better support remote students.

Accomplishments and Activities

Julie Huskey

Assistant Professor & Head of Cataloging

Librarianship tasks

- Substituted on reference desk on several occasions
- Conducted three library orientation sessions (two on short notice)
- Served as liaison to department of History, Geography, Political science, Women's studies, and Africana studies, and to department of Mathematics and Physics
- Created new LibGuide for Collection Management

Conferences attended and other professional development

- Tenn-Share meeting
- Tennessee Library Legislative Day (as part of TLA Legislative Committee)
- Tennessee Library Symposium (ProQuest)
- Volunteered at Southern Festival of Books
- Continued to maintain GODORT list of Tennessee databases
<https://godort.libguides.com/tennesseedbs>
- Published two book reviews in *Against the Grain*
- HBCU OER Summit, Charleston, South Carolina
- Virtual conferences: Louisiana Virtual Academic Libraries Conference; "The Library's Role in Supporting Open Educational Resources" (Amigos); NASIG
- Library Works webinar, "Angry Patrons: Defusing, De-escalating, and Improving Outcomes"
- "Manipulating Metadata with MarcEdit and OpenRefine"
- "Library Management Scenarios" (Southeastern Library Association)
- "ProQuest Historic Newspapers for TEL" webinar
- "Boost your Bookclub," Amigos
- Several OCLC "Office Hours" presentations
- ANMIG Readalong, *Linked Data for the Perplexed Librarian*

Campus events attended

- Fall convocation
- Faculty-Staff Institutes (August, January)
- One Shannon lecture
- Active shooter training
- Work-study supervisor session

Education and training

- M.A. in History from Southern New Hampshire University: completed final nine hours (degree awarded 1 February 2020)
- Certificate in XML and RDF-based Systems from Library Juice Academy: completed four (of six required) courses
- Digital Archives Specialist certificate from Society of American Archivists: completed five (of nine required) courses

Grant proposal: Assisted Dr. Andrea Ringer with submission of HBCU Affordable Learning Textbook Transformation Grant; TSU received \$2200, to be divided equally between the history department and the library, to develop a hybrid section of HIST 2020 (American History II).

Anna Presley Dyer
Assistant Professor & Catalog Librarian

- Completed fifteen hours toward M.A. in Film Studies at Arizona State University
- Created a Faculty Resources handout and LibGuide
- Served as liaison to Dental Hygiene and Health Sciences departments
- Published one book review in *Tennessee Libraries*
- Published three book reviews in *Against the Grain*
- Attended Fall convocation
- Attended Faculty/Staff Institutes (August, January)
- Attended Louisiana Virtual Conference
- Attended TennShare conference
- Attended Northeast Technical Services Virtual Library Conference
- Completed online course, "Manipulating Metadata with MarcEdit and OpenRefine"
- Served on the Digital Projects Committee and the Staff Retreat Planning Committee
- Published "The History of the Brown-Daniel Memorial Library at Tennessee State University," on the Library History Round Table website
<https://lhrtnews.files.wordpress.com/2020/04/tsu-library-history-final-1.docx>
- Published a "Tennessee Voter Toolkit" for GODORT
<https://godort.libguides.com/votingtoolkit/tennessee>

Avon Williams Campus Library

Avon Williams Library

The Avon Williams Library supports the research needs of its students, faculty, staff and the surrounding community and supports the graduate and undergraduate programs in the College of Business, College of Health Sciences, and College of Public Service and Urban Affairs. The library serves the needs of commuter students as well as distance learners.

Certain special endeavors include sponsoring art exhibits by artists from the Nashville community and the University under the leadership of Joyce Radcliff. The exhibits usually feature a reception accompanied by an artist talk that attract attendees from the University and Nashville communities. We have been engaged in an extensive weeding project with the goal of condensing the stacks so as to free up floor space for other uses.

The Avon Williams Library sponsored the following exhibits during 2019-2020:

- Mitchell Chamberlain—July-Aug.
- Sam Dunson-Sept. -Dec.
- Abraham Teklu—Jan.-Feb.
- Angelle Fizer—March-April
- Hortensia McFarlang—May-June

Activities and Accomplishments

Rodney Freeman

Assistant Professor/Coordinator

(no data available-resigned August 2020)

Mitchell Chamberlain

Assistant Professor/Circulation and InterLibrary Loan Librarian/Supervisor

- Assisted library users with circulation issues such as lost or overdue books.
Accomplishment: Maintained professional public service standards with our users.
- Weeded and shifted book collection for the Avon Williams Campus Library. Weeded 2376 books.
Accomplishment: Created space for continued growth in the book collection.
- Updated reference and circulation book collections primarily from the Library Journal, and by searching publisher web sites.
Accomplishment: Provided more updated resource material to our users.
- Provided reference assistance to students, faculty, and individuals from the community.
Accomplishment: Facilitated our users' more effective use of our resources.
- Provided interlibrary loan service to our patrons and other libraries.

Accomplishment: Conducted 179 ILL transactions, loaned 59 items, and borrowed 73 items.

- Updated lib guides for the Anti-Slavery Movement for the Visual Arts, and Speech Pathology & Audiology
- Mended library books.
- Library liaison to the Departments of Art Education and Speech Pathology and Audiology.
- Wrote a policy for iPad circulation usage.
- Served on the library digital projects committee.
- Served on search committee for Digital Reference & Embedded Librarian.
- Served on the Search Committee for Government Documents Librarian
- Served on the Library Tenure and Promotion Committee.
- Served on the Library Evaluation Committee.
- Served on the library digital projects committee.
- Attended Cashier Receipts Workshop.
- Managed fine accounts.
- Wrote article for library newsletter
- Assisted with art receptions and programs in the Avon Williams Library.
- Assisted on the Preservation Project
- Participated in training for new Interlibrary Loan software (Tipasa).
- Assisted with Preservation Project
- Assisted with library art exhibits and receptions.
- In fall of 2019 I worked with Terrie Gibson in the Speech Pathology Department teaching painting to senior citizens at the Hadley Park Community Center over a period of approximately four or five weeks.

Joyce Radcliff

Assistant Professor/Serials Librarian

1. Organized art exhibits for both Avon and Main Campus:
 - a. https://www.tnstate.edu/library/avonwilliamslibrary/tsu_art_browns_daniel.aspx
 - b. <https://www.tnstate.edu/library/avonwilliamslibrary/art.aspx>

2. Chaired Marketing Committee that produced Library Newsletter:

- a. https://www.tnstate.edu/library/documents/newsletter/newsletter_vol_1_issue_1_052020.pdf

Christian Langer

Assistant Professor/Reference Librarian

Achievements 2019/2020

- Learned how share schedules with others with Outlook calendar.
- Learned LibAnswers
- Learned Libanswers statistics and charts.
- Learned how to send documents to Onenote
- Learned how to check in serials
- Learned how to shelve serials using the AWC system.
- Attended TNLA convention
- Served on Marketing, Disaster Preparedness, and Reference committees.
- Learned how to change Adobe page size to letter, preventing over-margin printing.
- Learned how all browsers can open pdf files, giving alternatives to Adobe in case of printing problems.
- Learned how to prevent rotation of files in docs produced by scanner. Rotation must be done in the HP software.
- Learned how to make an Outlook template.
- Learned Outlook calendar

Learned various scanner quirks,

- If you put excessively wrinkled paper in the Automatic Document Feeder a jam will occur;
- Documents scanned using the ADF cannot be separated into 1- page separate files; they are put into one doc.
- 1-page separate files can be made only on the glass.

In the Libapps area I Learned to

- Make images in links to drop down giving an interesting effect. Images are generally logos of organizations such as companies and colleges.
- Make drop down pages beneath top-level pages.
- Use the Guide Custom CSS to make Guide-wide effects without having to insert code on every line. An example would be giving all images in the guide a magenta 10px ridge border, rounded borders, 300px across, centered on page.
- Attended December graduation
- Served on Disaster Preparedness, Web Design, and Library Evaluation committees
- Served as Computer Instructor at Hadley Park for Dr. Terrie Gibson.
- Did shelf reading of bound journals in compact shelving
- Attended Library retreat 2018
- Read instructions on troubleshooting Elearn.

- Taught a library research class.
- Helped with art shows moving art for artists etc.. Helped Vikki Maminna, who was afraid to talk from the podium, by asking her several questions thereby forcing her to talk about herself for ½ hour. She thanked me afterwards.

Media Centers

2019-2020

Media Center Annual Report

Submitted By

Jarvis Sheffield, M.Ed.

Coordinator Tennessee State University

Media Centers

The vision for the media center is to facilitate positive learning outcomes for faculty, staff, and students through various media. The 2019-2020 academic/fiscal year was productive and rewarding for our two campus Media Centers. Both Media Centers support the needs of students, faculty, and staff. Users represent a cross-section of departments served on the main and downtown campuses and many commuter students. We support undergraduate and graduate students in meeting their media and equipment needs.

This year we're able to pivot our operations to facilitate appointments and virtual learning and support. Additional training to stay abreast of current standards and best practices were a key focal point for operations. Safety was set as a high priority in both education and practice. This was accomplished by planning, increased communication between the media centers and the library, encouraging our employees to be proactive, investing in the right tools and training, and encouraging our stakeholders to give us meaningful feedback and to take pride in their work.

Our Media Specialist and work-study students continue to work with students and faculty on computer projects, Digital recording of classroom culminating activities, lectures, and individual student and faculty projects. We facilitate the University Makerspace facility, "The Imagineering Lab" and a way to develop our students and assist in student retention. We continue to work through budgetary shortfalls that are inadequate to provide the media and equipment to serve faculty and students that will allow us to reach our full potential. We, however, provide the best possible serves within those constraints with a smile. I look forward to another successful year with the Media Center learning and keeping abreast of trends of media usage and format change

Jarvis Sheffield, M.Ed.

Coordinator

Focused on bringing the Media Center up to an acceptable standard by beautifying the area so that it is professional and inviting by clearing and updating all classrooms, media spaces, hallways, entryways, adding art and information boards, in addition to adding a sitting area

Facilitated utilization of proper classroom technology by and obtaining new office equipment, updated old computer systems, obtained 5 new computers, and set up space for student computer use with mac and PCs

Met with one on one meetings with dean and professors in Engineering, Computer Science, Upward Bound, and the Graduate Studies department to discuss working on collaborations

Communicated to the university that we are here to facilitate classroom needs through added signage to guide individuals to the center

Obtain up-to-date tools to facilitate requests for professional photography, audio-video setups, video production, 3D printing, and classroom instruction.

Attended the Tennessee State University Library's Annual Staff Retreat, including a full day of training and informational sessions.

Formalize Makespace STEM/STEAM Strategy by providing workshops, one on one training, training videos, creating an operating manual, and providing a plan for training and staffing

Completed training with the Office of Equity and Inclusion, held in the Avon Williams Campus Auditorium

Held meetings about AWC Media Center with Fabian Jolivet to modify Media Centers to facilitate Covid-19 safety provisions

6/03/2020

Attended LYRASIS Webinar: Managing a Remote Team Webinar

6/15/2020

I was able to order 90% of the supplies my department needs for the school year

5/27/2020

Provided the team and department to get free online training via public libraries and Lynda.com

4/30/2020

Digital Projects Team Meeting

4/03/2020

Attended the SBIR/STTR “Federal Research Grants: A Deep Dive” course, via Zoom.

4/2020 – 5/2020

Had virtual discussions about creating an online workshop for the Upward Bound Summer program with BrainHarris and Victoria Hayes

4/24/2020

Put together a preliminary 3-year tech plan for the media centers and maker space

3/2020

Facilitated our first successful Library Newsletter in 4 years

3/2020

3D Printed 2 dozen visors for university-wide Covid prevention projects

3/2020

Completed Media Center Dept Work-from-Home plan, considering Coronavirus concerns and new safety protocols.

3/19/2020

Attended the university’s new online Zoom and Nearpod Training course.

2/17/2020

Covered IBM Executive team with University Honors College

2/07/2020

Attended Mellon Partners in Humanities Education Haiti symposium and the Field Digitization workshop at Vanderbilt University to stay abreast of the latest technology and best practices for digital archiving media

2/07/2020

Facilitated Makerspace workshop

2/03/2020

Participated in Tenn-Share Conference at Nashville Public Library where I did a presentation on our 3D printing facilities, "The Imagineering Lab" and facilitated a mini-workshop

1/31/ 2020

Facilitated a 3D Printing Lecture for the Graduate School department on Avon William Campus to further the awareness and use of our Makerspace

1/29/2020

Had maker space discussion with Carlos D. Beane, Ph.D. Department of Applied & Industrial Technologies Assistant Professor College of Engineering

1/07/2020

Facilitated Makerspace workshop

1/29/2020

Facilitated Makerspace workshop

12/18/2019

Completed part 2 of the Haven training course for faculty and staff on sexual assault, intimate partner violence, sexual harassment, and stalking.

12/10/2019

Facilitated extra security measures in library and media center by purchasing, installing, testing, and calibrating security camera systems and providing a plan on their operation.

12/1/2019 -12/2019

Completed the large-scale project of cleaning, organizing, testing, evaluating, cataloging, and, if necessary, formally discarding dozens of pieces of equipment from storage at the Campus Media Centers.

11/14/2019

Completed part 1 of the Haven training course for faculty and staff on sexual assault, intimate partner violence, sexual harassment, and stalking

11/30/2019

Attended Library 2.019: Emerging Technology Workshop

11/03/2019

Attended Emerging Technology Online Conference

11/01/2019

Met Courtney Johnson from the art department. Show here media center and maker space

10/18/2019 – 12/23/2019

Performed daily one on one new hire training with Keith Gwatheny

9/16/2019

Facilitated Makerspace workshop

9/12/2020

Facilitated Art Reception in library

7/11/2020

Accepted the position of Marketing Chair with the Tenn-Share organization as the acting marketing team chair where I develop and implement the marketing plan, tools calendar, and strategy

7/16/2019

Facilitated Makerspace workshop

7/10/2019

Attended the first search committee meeting for a new Media Specialist to replace the recently departed Desiree Holiday. The meeting was held in the conference room at the Main Campus library.

7/5/2019

Attended meeting #2 of the search committee to find a new Media Specialist. The meeting was held in the conference room at the Main Campus library.

7/17-18/2019

As part of my search committee duties, I helped to conduct two days of interviews of the leading candidates for the Media Specialist position, then submitted our final choices.

John W. Anderson
Media Specialist

7/10/2019

Attended the first search committee meeting for a new Media Specialist to replace the recently departed Desiree Holiday. The meeting was held in the conference room at the Main Campus library.

7/15/2019

Attended meeting #2 of the search committee to find a new Media Specialist. The meeting was held in the conference room at the Main Campus library.

7/17-18/2019

As part of my search committee duties, I helped to conduct two days of interviews of the leading candidates for the Media Specialist position, then submitted our final choices.

7/31/2019

Attended the official retirement party for Murle Kenerson, longtime head of the library department.

9/12/2019

Filmed, photographed, edited, and produced physical and digital media versions of the Larrie Brown artist reception, held at the Main Campus Library, 5 pm-7 pm.

10/17/2019

Filmed, edited, and produced physical and digital media versions of the "Good Folk" group artist reception, held at Avon Williams Campus Library, 12 pm-2 pm. The show featured works by Omari Booker, Jamal Jenkins, Donna Woodley, Joseph Love III, and Samuel Dunson.

11/14/2019

Completed part 1 of the Haven training course for faculty and staff on sexual assault, intimate partner violence, sexual harassment, and stalking.

11/2019 - 12/2019

Completed the large-scale project of cleaning, organizing, testing, evaluating, cataloging, and, if necessary, formally discarding dozens of pieces of equipment from storage at the Avon Williams Campus Media Center.

12/18/2019

Completed part 2 of the Haven training course for faculty and staff on sexual assault, intimate partner violence, sexual harassment, and stalking.

1/8/2020

Attended the school-wide staff meeting with President Glover, held to answer questions from employees about the state of TSU. Poag Auditorium, 3 pm.

1/17/2020

Completed a full overhaul of the available checkout equipment catalog for the Avon Williams Campus Media Center, putting many new pieces into circulation, while retiring outdated pieces.

1/30/2020

Filmed, edited, and produced physical and digital media versions of the "Abraham Teklu: Visual Artist" Reception, held at Avon Williams Campus Library, 12 pm-2 pm.

2/7/2020

Submitted a detailed list of upgrades to Media Center equipment that would be ideal for our next year of service.

2/14/2020

Filmed, edited, and produced physical and digital media versions of the afternoon sessions of the Nashville Conference on African-American History & Culture, held in the auditorium at the Avon Williams Campus.

3/2/2020

Registered to participate in the HBCU C2 Academy training on the Avon Williams Campus.

3/18/2020

Helped assemble the Media Centers' Work-from-Home plan, in light of Coronavirus concerns and new safety protocols.

3/19/2020

Attended the university's new online Zoom and Nearpod Training course.

3/23/2020

In accordance with the university's pandemic response initiatives, began the successful transition to working from home.

3/25/2020

Completed Adobe's Premiere Pro Guru: Multi-Camera Video Editing Course.

3/31/2020

Completed Adobe's Photoshop 2020 Essential Training Course.

4/3/2020

Attended the SBIR/STTR "Federal Research Grants: A Deep Dive" course, via Zoom.

4/7/2020

Completed Adobe's Premiere Pro For Self-Taught Editor's course.

4/8/2020

Participated in the Library department's first virtual staff meeting, held via Zoom.

4/10/2020

Completed the online coding course "Python Quick Start."

4/15/2020

Met virtually and coordinated with William Smith from the Biology department on a future live-streaming project, to adapt teaching methodologies for the forthcoming online era.

4/17/2020

Completed "Operating System Forensics" and "Cybersecurity Awareness: Malware Explained."

4/21/2020

Completed the course "Learning Video Live Streaming" with Mark W. Grey.

4/22/2020

Coordinated with Nathaniel Perry from the Athletic Department about live-streaming technology and equipment recommendations.

4/27/2020

Completed the Microsoft Teams Essential Training course.

4/30/2020

Completed Adobe's Premiere Pro Guru: Understanding Compression course.

5/19/2020

Completed Logic Pro X Essential Training course for the leading Mac DAW.

5/26/2020

Completed the course "Grant Writing for Education" by Karl Kapp.

Don G. McElhiney
Media Specialist

7/19/20, 7/16/19, 9/6/19

Edited still photograph images and transferred them to an external Jumpdrive. For Herald Webb, under Events Management.

9/16/19

Setup a video camera. Filmed the event. Edited the footage and Burned serval copies to DVD. Then I digitalized it as an MP4 file. I also set up a Still photographic camera and photographed the event at the same time. I edited still photograph images and transferred them to an external Jumpdrive. For Dr. Andrea Tyler of Title 3.

7/28/19

Setup audio microphones and PA equipment, in the atrium At the Avon Williams Campus. For Cooperative Internship.

7/31/19

Setup a still photographic camera and photographed the event. I edited the still photograph images and transferred them to a hard drive. For the Mural Kenerson Retirement party.

1/8/20

Setup a video camera. Filmed the event. Edited the footage and Burned serval copies to DVD. Then I digitalized it as an MP4 file. For the Annual Presidential prayer service and breakfast. Hosted by President Glinda Glover.

2/17/20, 2/10/20

Setup audio microphones and PA equipment, in the Avon Williams Campus Library. For Joyce Radcliff for the AWC Library Art Gallery Exhibit.

12/07/20

Setup a video camera. Filmed the event. Edited the footage and Burned serval copies to DVD. Then I digitalized it as an MP4 file. For TSU Fall Commencement.

11/11/19

Setup a video camera. Filmed the event. Edited the footage and Burned serval copies to DVD. Then I digitalized it as an MP4 file. For TSU Observance Ceremony.

3/19/20

Viewed a video Zoom session. I asked questions and took notes. I turned in a paragraph report about the session, to my department head, as I had been instructed to do.

2/14/20

Setup a video camera. Filmed the event. Edited the footage and Burned several copies to DVD. Then I digitalized it as an MP4 file. For the Morning session of the African American History Conference.

3/31/20

Ran wires plugged them in, and troubleshoot malfunctions, setting up dubbing equipment for my home office.

4/9/20

Downloaded operating software Microsoft Office to operate on my home office computer.

4/8/20

Loaded the driver for Adobe Creative Suite. To have to use on my home office computer.

3/27/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Introduction to Photography."

3/30/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Adobe Premiere Pro 2015."

4/6/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Adobe Premiere Pro 2019 Essential Training of the basics".

4/27/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Learning Live Streaming."

4/28/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Audition, Mixing a Short Film."

5/4/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Audition CS 6. Essential Training."

5/5/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Grant Writing for Education"

5/7/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Writing a Proposal."

5/12/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Creating Titles in Adobe Premiere Pro. With the Essential Graphics panel."

5/18/20

Viewed and studied the video on Lynda. Com Taking notes and typing them up and working on the course exercises of, "Audio Mixing Bootcamp."

Statistics and Appendices

Avon Williams Interlibrary Loans													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb.	March	April	May	June	
Loaned													
Requested	2	9	8	12	4	2	17	13	5	6	5	3	
Borrowed	1	6	5	8	4	2	12	7	4	5	2	3	
Borriwed													
Requested	4	31	9	2	5	3	9	8	7	11	2	2	
Borriwed	4	28	8	2	5	3	8	5	4	5	1	2	
Total	11	66	30	24	18	10	46	33	20	27	10	10	

**LIBRARIES
BOOK CIRCULATION
TABLE 1**

FY2019-2020	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Grand Total
Main Campus													
Faculty	55	73	54	78	64	25	78	58	56	0	42	10	593
Staff	37	12	19	45	51	9	19	30	37	1	40	4	304
Undergraduate	27	194	429	340	375	181	119	290	96	0	71	0	2,122
Graduate	20	24	50	34	22	19	16	29	6	3	26	5	254
Alumni	8	4	11	11	8	8	12	8	4	0	0	0	74
Community	3	6	3	0	7	0	3	2	1	0	0	0	25
Interlibrary Loan	51	59	43	49	56	31	75	67	27	0	0	0	458
Total	201	372	609	557	583	273	322	484	227	4	179	19	3,830
Williams Campus													
Faculty	3	12	28	27	16	5	39	27	7	0	11	0	175
Staff	3	0	0	3	0	0	0	2	0	0	0	1	9
Undergraduate	5	3	20	33	25	3	6	10	6	0	2	0	113
Graduate	21	28	26	19	19	11	26	20	0	0	7	1	178
Alumni	0	0	0	0	0	0	0	0	0	0	0	0	0
Community	0	1	0	0	1	0	1	0	0	0	0	0	3
Interlibrary Loan	1	5	5	7	5	2	13	6	4	0	0	1	49
Total	33	49	79	89	66	21	85	65	17	0	20	3	527

MEDIA CENTERS CIRCULATION

FY2019-2020	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Grant Total
Main Media Center													
Video	2	4	4	5	3	1	2	4	1	0	0	0	26
DVD	2	3	3	3	2	1	2	5	3	0	0	0	24
Equipment	13	19	28	32	48	19	14	26	10	0	0	0	209
Video Projects	0	0	0	0	0	0	0	0	0	23	23	21	67
Total	17	26	35	40	53	21	18	35	14	23	23	21	326
Williams Campus													
Equipment	6	13	10	12	15	5	9	9	7	0	0	0	86
Total	6	13	10	12	15	5	9	9	7	0	0	0	86

LIBRARIES
RESERVE UTILIZATION

TABLE 6

FY 2019-2020	July	Aug.	Sept.	Oct.	Nov.	Dec	Jan.	Feb.	Mar.	Apr.	May	June	Grand Total
Main Campus	5	30	53	37	45	3	20	65	7	0	0	0	265
Williams Campus	0	8	25	18	9	0	33	22	4	0	0	0	119
Monthly Total	5	38	78	55	54	3	53	87	11	0	0	0	384

LIBRARIES
FUNDS COLLECTED

TABLE 8

FY 2019-2020	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Grand Total
MAIN CAMPUS													
BOOKS													
Fine charges assessed													
Fine charges collected	\$0.00	\$48.50	\$1.20	\$11.50	\$0.00	\$56.50	\$10.10	\$92.40	\$32.80	\$0.00	\$142.42	\$0.00	\$395.42
WILLIAMS CAMPUS													
BOOKS													
Fine charges assessed													
Fine charges collected	\$84.80	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$159.80
Total Fine Charges Collected	\$84.80	\$48.50	\$76.20	\$11.50	\$0.00	\$56.50	\$10.10	\$92.40	\$32.80	\$0.00	\$142.42	\$0.00	\$555.22

LIBRARIES/MEDIA RESOURCES
COLLECTION SIZE
TABLE 14

YEAR:	Held 2018-2019	Added 2019-20	Lost/Damaged Discarded 2019-20	Total
Books (purchases, gifts & GPOs) - Print	203,649	5,499	8,632	200,516
Books - Online	265,135	46,984		312,119
Book Transfers				0
Periodicals				
Online Databases	220	6		226
Bound	74,713	126		74,839
Subscriptions	586			586
Microforms				
Microfiche	447,574		0	447,574
Microfilm	11,012		14	10,998
Government Doc (Print/Microform)				0
Government Doc (Electronic)				0
Audio Tapes				0
Compact Discs				0
Phono Discs				0
Instructional Kits				0
Slide Sets*				0
Video Tapes				0
Archival Items				0

[illegible]

Metadata Hits for 2019-07-01 through 2020-06-30 for Digital Scholarship @ Tennessee State University

Title	URL	Total
Annals of Management Science	http://digitalscholarship.tnstate.edu/ams	264
Avon Williams Collection	http://digitalscholarship.tnstate.edu/avon-williams-collection	5
Biology Student Research	http://digitalscholarship.tnstate.edu/biology_students	14
Bios of Library Directors	http://digitalscholarship.tnstate.edu/bios-of-library-directors	3
Business Administration Student Research	http://digitalscholarship.tnstate.edu/businessadmin_students	8
Computer Science Faculty Research	http://digitalscholarship.tnstate.edu/computerscience	6
Cooperative Extension Faculty Research	http://digitalscholarship.tnstate.edu/extension	28
Edward S. Temple Collection	http://digitalscholarship.tnstate.edu/temple-collection	3
ETD Collection for Tennessee State University	http://digitalscholarship.tnstate.edu/dissertations	12,336
Football Programs in 1940s	http://digitalscholarship.tnstate.edu/football-programs-40s	1
Frederic Humphries Collection	http://digitalscholarship.tnstate.edu/frederic-humphries-collection	4
History, Political Science, Geography, and Africana Studies Faculty Research	http://digitalscholarship.tnstate.edu/history_fac	16
Homepage Slideshow	http://digitalscholarship.tnstate.edu/home_slideshow	16
James A. Hefner Collection	http://digitalscholarship.tnstate.edu/james-a-hefner-collection	1
Languages, Literature & Philosophy Faculty Research	http://digitalscholarship.tnstate.edu/llp	5
Library Faculty and Staff Publications and Presentations	http://digitalscholarship.tnstate.edu/lib	129
Lois H. Daniel Collection	http://digitalscholarship.tnstate.edu/lois-h-daniel-collection	1
Martha M. Brown Collection	http://digitalscholarship.tnstate.edu/martha-m-brown-collection	2
Nashville Conference on African American History and Culture	http://digitalscholarship.tnstate.edu/conference-on-african-american-history-and-culture	133
Sketches: the Online Creative Arts Journal of Tennessee State University	http://digitalscholarship.tnstate.edu/sketchestsu	59
Sociology, Social Work, & Urban Professions Faculty Research	http://digitalscholarship.tnstate.edu/sswandurbanp_fac	28
Student Research	http://digitalscholarship.tnstate.edu/rsp_students	9
Teaching and Learning Faculty Research	http://digitalscholarship.tnstate.edu/teaching	27
Tennessee State University Alumni	http://digitalscholarship.tnstate.edu/alumni	14
Tennessee State University Building Programs	http://digitalscholarship.tnstate.edu/building-programs	26
Tennessee State University Graduate Catalogues	http://digitalscholarship.tnstate.edu/graduatecatalogues	68

Tennessee State University Library Centennial and History	http://digitalscholarship.tnstate.edu/library-centennial-and-history	21
Tennessee State University Library Digital Collections	http://digitalscholarship.tnstate.edu/library-digital-collections	110
Tennessee State University Olympians	http://digitalscholarship.tnstate.edu/tsu-olympians	170
Tennessee State University Queens	http://digitalscholarship.tnstate.edu/queens	40
Tennessee State University Students Pandemic Projects	http://digitalscholarship.tnstate.edu/students-pandemic-projects	34
Tennessee State University Undergraduate Catalogues	http://digitalscholarship.tnstate.edu/undergraduatecatalogues	111
Tennessee State University Yearbooks	http://digitalscholarship.tnstate.edu/yearbooks	1,138
The Journal of Tennessee State University	http://digitalscholarship.tnstate.edu/ejtsu	60
The Meter Documents in 1950s	http://digitalscholarship.tnstate.edu/meter-50s	31
The Meter Documents in 1960s	http://digitalscholarship.tnstate.edu/meter-60s	40
The Meter Documents in 1970s	http://digitalscholarship.tnstate.edu/meter-70s	34
The Meter Documents in 1980s	http://digitalscholarship.tnstate.edu/meter-80s	3
The Meter Documents in 1990s	http://digitalscholarship.tnstate.edu/meter-90s	29
Thomas E. Poag Collection	http://digitalscholarship.tnstate.edu/thomas-e-poag-collection	27
TSU Commencements 1928-1943 — Dr. William J. Hale, President	http://digitalscholarship.tnstate.edu/commencements-hale	32
TSU Commencements 1943-1968 — Dr. Dr. Walter S. Davis, President	http://digitalscholarship.tnstate.edu/commencements-davis	23
TSU Commencements 1968-1974 — Dr. Andrew P. Torrence, President	http://digitalscholarship.tnstate.edu/commencements-torrence	2
William J. Hale Collection	http://digitalscholarship.tnstate.edu/william-j-hale-collection	1
Grand Total		15,112

Full Text Downloads for 2019-07-01 through 2020-06-30 for Digital Scholarship @ Tennessee State University

Title	URL	Total
Andrew P. Torrence Collection	http://digitalscholarship.tnstate.edu/andrew-p-torrence-collection	2
Annals of Management Science	http://digitalscholarship.tnstate.edu/ams	13
Avon Williams Collection	http://digitalscholarship.tnstate.edu/avon-williams-collection	12
Biology Faculty Research	http://digitalscholarship.tnstate.edu/biology_fac	0
Biology Student Research	http://digitalscholarship.tnstate.edu/biology_students	852
Bios of Library Directors	http://digitalscholarship.tnstate.edu/bios-of-library-directors	7
Business Administration Student Research	http://digitalscholarship.tnstate.edu/businessadmin_students	57
Computer Science Faculty Research	http://digitalscholarship.tnstate.edu/computerscience	25
Cooperative Extension Faculty Research	http://digitalscholarship.tnstate.edu/extension	812
Daniel E. Owens Collection	http://digitalscholarship.tnstate.edu/daniel-e-owens-collection	3
Edward S. Temple Collection	http://digitalscholarship.tnstate.edu/temple-collection	9
Football Programs in 1930s	http://digitalscholarship.tnstate.edu/football-programs-30s	2
Football Programs in 1940s	http://digitalscholarship.tnstate.edu/football-programs-40s	1
Frederic Humphries Collection	http://digitalscholarship.tnstate.edu/frederic-humphries-collection	4
History, Political Science, Geography, and Africana Studies Faculty Research	http://digitalscholarship.tnstate.edu/history_fac	36
Homepage Slideshow	http://digitalscholarship.tnstate.edu/home_slideshow	36
James A. Hefner Collection	http://digitalscholarship.tnstate.edu/james-a-hefner-collection	2
Languages, Literature & Philosophy Faculty Research	http://digitalscholarship.tnstate.edu/llp	40
Library Faculty and Staff Publications and Presentations	http://digitalscholarship.tnstate.edu/lib	631
Lois H. Daniel Collection	http://digitalscholarship.tnstate.edu/lois-h-daniel-collection	2
Martha M. Brown Collection	http://digitalscholarship.tnstate.edu/martha-m-brown-collection	5
Mathematical Sciences Faculty Research	http://digitalscholarship.tnstate.edu/mathematics	84
Nashville Conference on African American History and Culture	http://digitalscholarship.tnstate.edu/conference-on-african-american-history-and-culture	551
Sketches: the Online Creative Arts Journal of Tennessee State University	http://digitalscholarship.tnstate.edu/sketchestu	510
Sociology, Social Work, & Urban Professions Faculty Research	http://digitalscholarship.tnstate.edu/sswandurbanp_fac	141
Student Research	http://digitalscholarship.tnstate.edu/rsp_students	43
TSU Commencements 1928-1943 — Dr. William J. Hale, President	http://digitalscholarship.tnstate.edu/commencements-hale	36

TSU Commencements 1943-1968 — Dr. Dr. Walter S. Davis, President	http://digitalscholarship.tnstate.edu/commencements-davis	160
TSU Commencements 1968-1974 — Dr. Andrew P. Torrence, President	http://digitalscholarship.tnstate.edu/commencements-torrence	60
TSU Commencements 1975-1985 — Dr. Fredrick S. Humphries, President	http://digitalscholarship.tnstate.edu/commencements-humphries	1
Teaching and Learning Faculty Research	http://digitalscholarship.tnstate.edu/teaching	281
Tennessee State University Alumni	http://digitalscholarship.tnstate.edu/alumni	10
Tennessee State University Building Programs	http://digitalscholarship.tnstate.edu/building-programs	17
Tennessee State University Graduate Catalogues	http://digitalscholarship.tnstate.edu/graduatecatalogues	138
Tennessee State University Library Centennial and History	http://digitalscholarship.tnstate.edu/library-centennial-and-history	25
Tennessee State University Library Digital Collections	http://digitalscholarship.tnstate.edu/library-digital-collections	395
Tennessee State University Olympians	http://digitalscholarship.tnstate.edu/tsu-olympians	117
Tennessee State University Students Pandemic Projects	http://digitalscholarship.tnstate.edu/students-pandemic-projects	33
Tennessee State University Undergraduate Catalogues	http://digitalscholarship.tnstate.edu/undergraduatecatalogues	1,282
Tennessee State University Yearbooks	http://digitalscholarship.tnstate.edu/yearbooks	2,152
The Journal of Tennessee State University	http://digitalscholarship.tnstate.edu/ejtsu	373
The Meter Documents in 1950s	http://digitalscholarship.tnstate.edu/meter-50s	346
The Meter Documents in 1960s	http://digitalscholarship.tnstate.edu/meter-60s	701
The Meter Documents in 1970s	http://digitalscholarship.tnstate.edu/meter-70s	214
The Meter Documents in 1980s	http://digitalscholarship.tnstate.edu/meter-80s	228
The Meter Documents in 1990s	http://digitalscholarship.tnstate.edu/meter-90s	200
Thomas E. Poag Collection	http://digitalscholarship.tnstate.edu/thomas-e-poag-collection	23
Walter S. Davis Collection	http://digitalscholarship.tnstate.edu/walter-s-davis-collection	1
William J. Hale Collection	http://digitalscholarship.tnstate.edu/william-j-hale-collection	3
Total		10,676

CIRCULATION (CHECKOUT) STATISTICS		
ALL LOCATIONS		
	July 19-June 20	
LOCATION	PERCENT	QTY
Browse Books 1st flr - Main	5.0%	244
Dissertations 1st Flr - Main	0.0%	1
Media Center - Main	6.8%	326
Reference 2nd Flr - Main	0.1%	3
Reserve 1st Flr - Main	5.6%	265
Shelf 1st Flr - Main	24.8%	1,180
Shelf 3rd Flr - Main	42%	2,002
Special Collections 3rd Flr - Main	0.0%	2
Theses 1st Flr - Main	0.3%	12
Youth Collection 3rd Flr - Main	2.5%	121
Media Center - Williams	1.8%	86
Oversize Books - Williams	0.1%	4
Reserve - Williams	2.5%	119
Shelf - Williams	8.5%	404
Total	100.0%	4,769

Tennessee State University Library - OpenAthens Statistics - July 1, 2019 to June 30, 2020

Vendor/Item Description	Default permission set	Faculty	Grad Students	Total
AAAS	38	8	11	57
ABC-CLIO	228	44	6	278
ACM Digital Library (ACM DL)	62	53	2	117
ACS Publications	315	114	90	519
ACSESS - The Alliance of Crop, Soil and Environmental Science Societies	2	2	0	4
Alexander Street Press	1,439	941	75	2,455
Allen Press Journals	5	0	4	9
Ambrose Video	6	0	0	6
American Journal of Occupational Therapy	24	2	20	46
American Physical Society.	3	3	0	6
American Psychological Association	11	0	4	15
American Society for Horticultural Science	2	0	2	4
AMS	11	9	0	20
Annual Reviews	45	20	11	76
APS Journals	3	3	1	7
ASCE - American Society of Civil Engineering	14	14	0	28
ASME Digital Collection	1	1	0	2
Bloomsbury Digital Resources	27	25	0	52
Books In Print	21	12	7	40
Cabell's Directories	18	18	0	36
Cambridge Core	65	24	21	110
Cengage Learning	2,162	261	727	3,150
Chemical Abstracts Service (CAS)	76	22	14	112
Chicago Journals & ARTFL Project	25	9	6	40
Choice Reviews	175	143	2	320
CQ Researcher (IP)	61	35	0	96
Credo Reference Search	78	51	8	137
De Gruyter Online	12	2	6	20
Discovering American Women's History Online	5	1	2	8

Docuseek2 Streaming Video Library	1	1	0	2
Duke University Press	4	2	0	6
EBookCentral	39	10	4	53
EBSCO Information Services	27,633	4,321	12,086	44,040
Elsevier	2,345	505	1,327	4,177
Emerald	22	9	8	39
FECYT Web of Knowledge.	1	0	0	1
Glassdoor	2	1	0	3
HeinOnline	174	118	26	318
HeritageQuest Online	8	7	1	16
IEEE Xplore	467	185	199	851
IG Library	18	13	0	31
Infobase Publishing	50	35	0	85
INFORMS	14	10	2	26
Ingenta Connect	17	5	7	29
IOS Press	12	10	2	24
ITHAKA	4,638	1,158	848	6,644
Journals from Slack Inc	7	0	7	14
JoVE	30	26	0	56
LibGuides	317	3	172	492
Library Music Source	25	7	3	35
Mary Ann Liebert	11	9	2	22
McGraw-Hill Medical	13	12	0	25
Mergent Online	660	154	301	1,115
Mintel Global Markets Navigator	13	4	1	18
MIT Press.	39	30	9	78
Morningstar Investment Research Center	106	19	87	212
MyAthens	21	2	5	28
National Council of Teachers of English.	1	0	1	2
Nature - Science and Education	116	28	52	196
Naxos Music Library (IP)	151	76	0	227
NewsBank	257	96	2	355
Ovid Technologies, Inc.	158	27	115	300
Oxford University Press Resources	493	157	21	671

Past Masters	5	2	0	7
Plant Mngt Network	5	2	0	7
Plunkett Research Online	14	7	0	21
PolicyMap	141	38	4	183
Project MUSE	190	77	24	291
ProQuest & Chadwyck-Healey databases	2,382	592	906	3,880
ProQuest: Historical Newspapers and Ancestry Library	324	96	19	439
Proxy service	20	18	2	40
PsychiatryOnline	47	18	16	81
Rightsphere.	717	296	432	1,445
SAGE Journals	2,289	465	1,091	3,845
Scitation	18	5	2	25
Social Explorer	66	10	50	126
Springer Link	424	102	178	704
Springer Publishing Company	6	6	0	12
Taylor & Francis Online	1,624	433	698	2,755
The Chronicle of Higher Education.	51	28	15	94
The JAMA Network	59	11	30	100
The Pharmaceutical Journal, MedicinesComplete, AccessScience, AccessEngineering, Bloomsbury Digital Resources, Springer Publishing Connect, CABI and CAB Direct	56	43	4	103
The R2 Digital Library	473	381	19	873
The R2 Digital Library from Rittenhouse	18	11	1	30
Thomson Reuters Checkpoint	14	9	6	29
University of California Press	8	4	0	12
UpToDate	10	10	0	20
Virtually Vocal	5	0	0	5
Web Of Science	367	96	155	618
Wiley Online Library	865	165	464	1,494
Grand Total	52,995	11,782	20,423	<u>85,200</u>

	Monographs	Microfilm	Periodicals
Jun-19			186
Jul-19			2
Aug-19	3		167
Sep-19	5		16
Oct-19			104
Nov-19	1		95
Dec-19	1		32
Jan-20			
Feb-20	5		2
Mar-20			
Apr-19			
May-19			

Totals:	15	600	9
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Misc. Documents	Microform	Video
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11
3
6

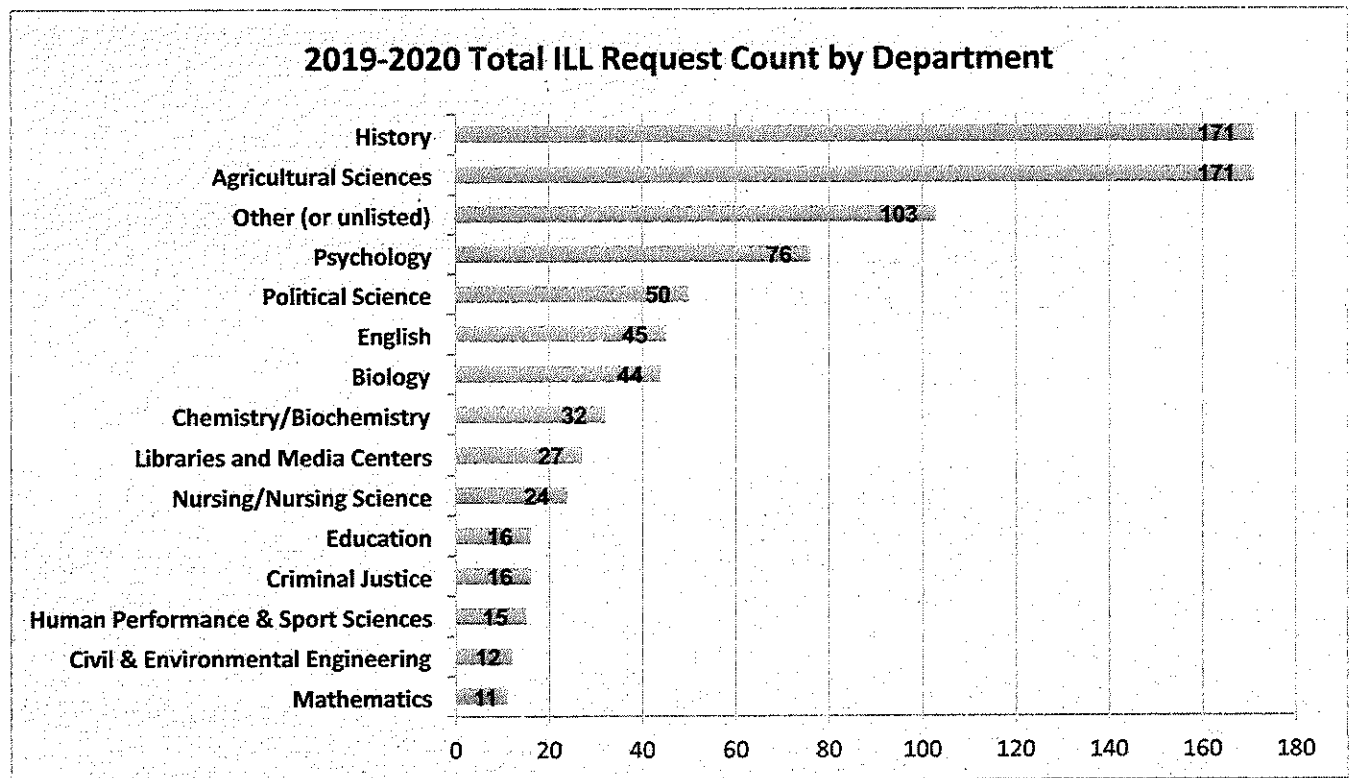
6
4

10

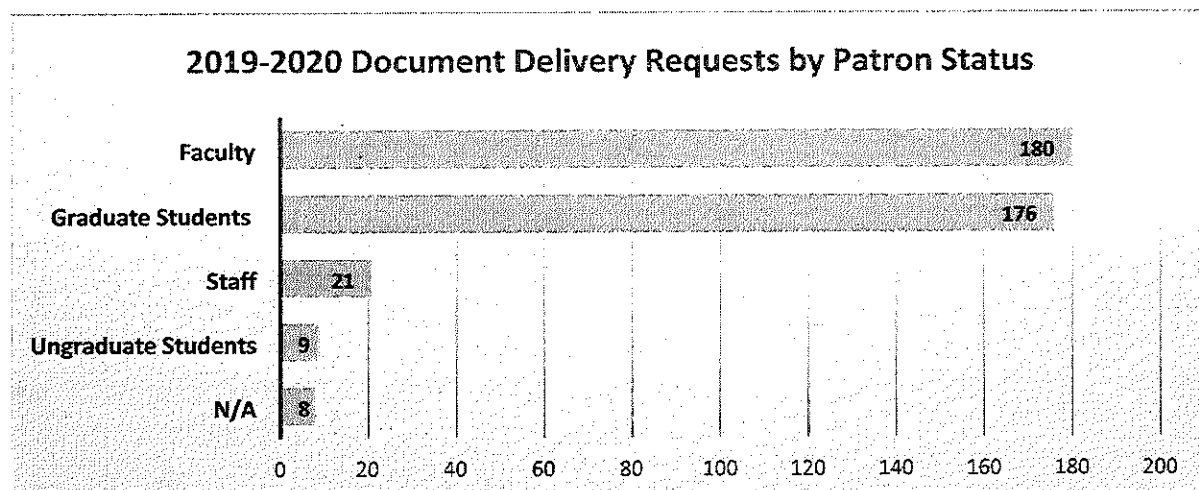
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41	0	0
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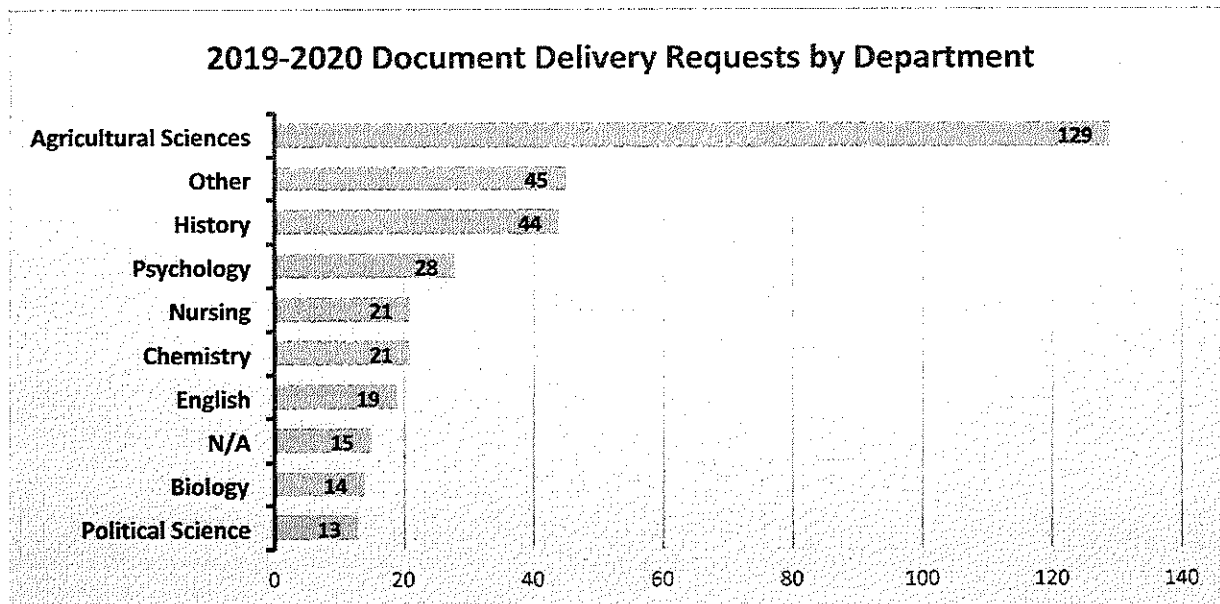
Main Campus Interlibrary Loan Statistics Report: 2019-2020



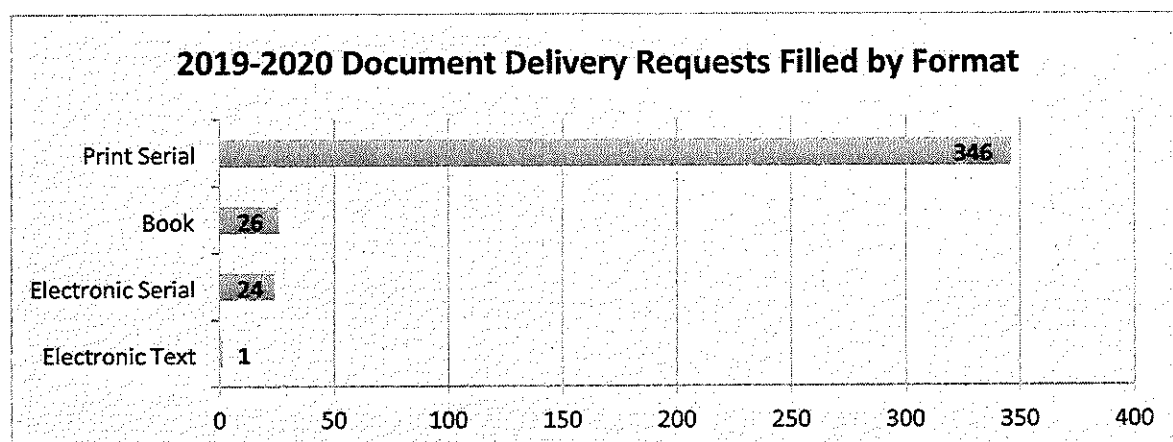
*Data generated with Tipasa Universe Reports (August 1, 2019 – June 30, 2020). Other/unlisted means people did not select or find their department in the request drop-down list.



*Data generated with OCLC Worldshare Reports (July 1, 2019 – June 30, 2020). Stats for graduate students include doctoral students; three people noted they fit that category. Document delivery indicates requests that were filled using items available in the TSU print or online collections

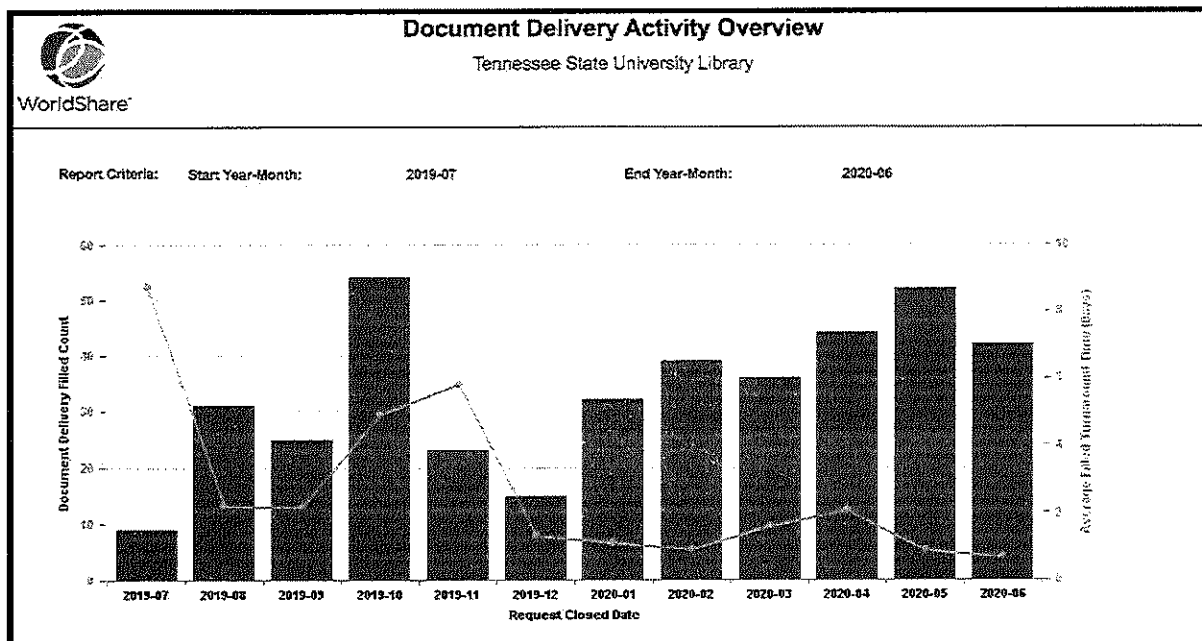


*Data generated with OCLC Worldshare Reports (July 1, 2019 – June 30, 2020). Document delivery indicates requests that were filled using items available in the TSU print or online collections.

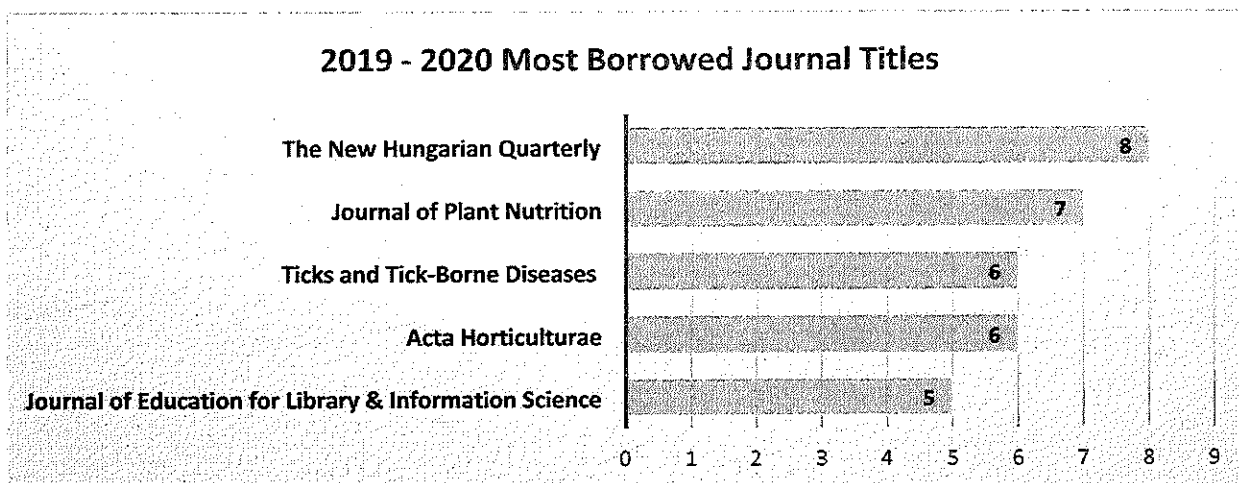


*Data generated with OCLC Worldshare Reports (July 1, 2019 – June 30, 2020). The results show the type of items from the TSU collections used to fill requests for TSU patrons via document delivery.

Document Delivery Activity July 2019 – June 2020



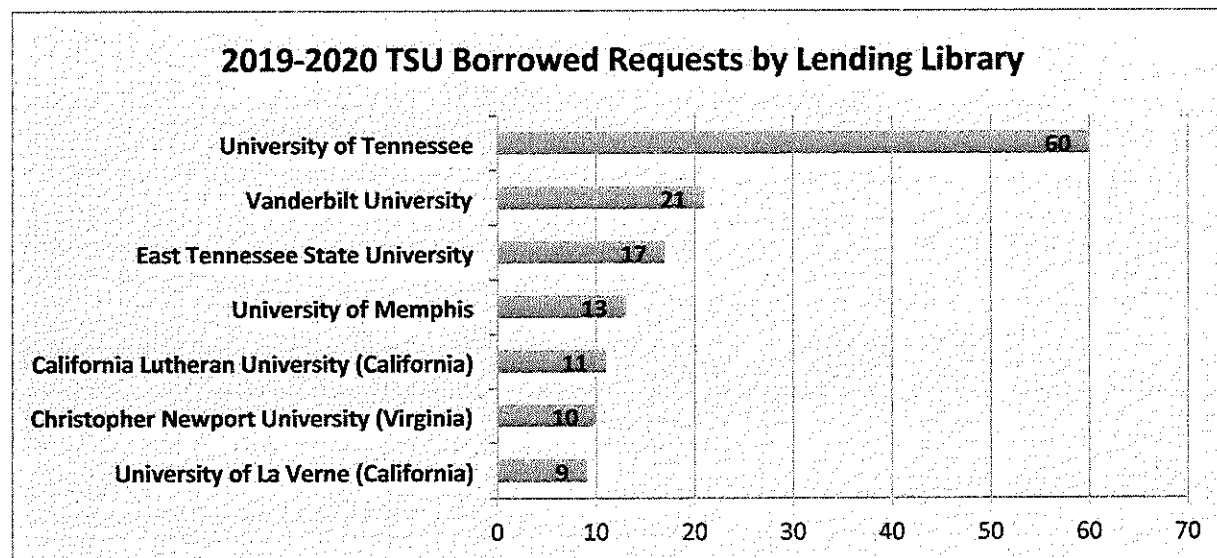
*Data generated with OCLC Worldshare Reports (July 2019 – June 2020). The data shows how active we were in processing document delivery items for TSU patrons during July 2019 – June 2020.



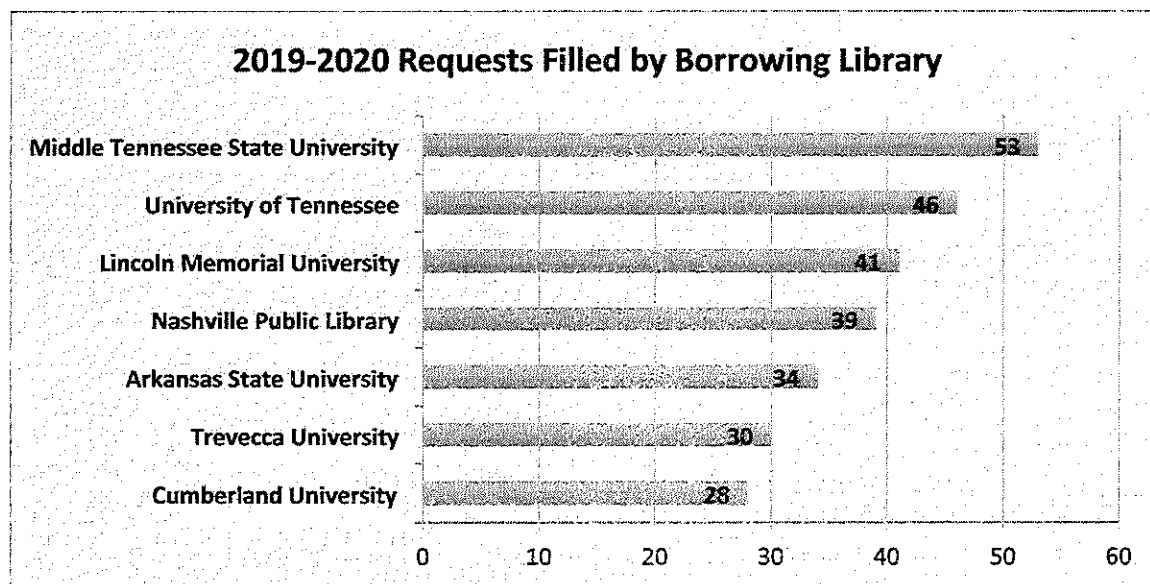
*Data generated with OCLC Statistics (July 1, 2019 – June 30, 2020). Results show the journal titles requested most by TSU patrons.

2019-2020 – Most Requested Book Titles by TSU Patrons	Number of Times Requested
GIS Tutorial 1 for ArcGIS Pro: A platform workbook (2017)	4
Technical Communication (2017)	3
Getting Started with Geographic Information Systems (2011)	3
Sissy: A coming-of-gender story (2019)	2
Local foods meet global foodways: Tasting history (2012)	2
Lancelot-Grail: The Old French Arthurian Vulgate and post-Vulgate in translation (2010)	2
Oomycete genetics and genomics: Diversity, interactions and research tools (2009)	2
Survey methodology (2009)	2
African American foodways: Explorations of history and culture (2007)	2
Bacterial wilt disease and the Ralstonia solanacearum species complex (2005)	2
A different nature: The paradoxical world of zoos and their uncertain future (2001)	2
Economic relations between Nazi Germany and Franco's Spain, 1936-1945 (1996)	2
Reflecting Black: African-American cultural criticism (1993)	2
Arrow-cross men, national socialists, 1935-1944 (1969)	2
Aelfric's lives of saints, being a set of sermons on saints' days formerly observed by the English church (1966)	2

* Data generated with Tipasa Universe Reports (August 1, 2019 – June 30, 2020). The results show the book titles TSU Patrons requested most.



* Data generated with Tipasa Universe Reports (August 1, 2019 – June 30, 2020). Results show the libraries from which TSU borrowed items from most in 2019-2020 (e.g., books, articles). University of Tennessee results include UT-Chattanooga, UT-Knoxville, and UT-Martin.



*Data generated with Tipasa Universe Reports (August 1, 2019 – June 30, 2020). The results show the libraries that borrowed items from TSU during this period. University of Tennessee results include UT-Chattanooga, UT-Law Library, UT-Knoxville, and UT-Martin.