

THE LIBRARY

MONA

Year Ending July 31, 2007



Norma Amenu-Kpodo, BA Sask, BLS Tor – Campus Librarian

Overview

The Library made significant strides in many of its programmes during the period under review. Most targets set for the period were met and some were exceeded, especially in the area of Information Literacy. In collaboration with St Augustine and Cave Hill Campuses, it successfully implemented the New Integrated Library System (ALEPH 500) in January 2007. This development made it possible to leverage information technology to streamline the management of library processes for the benefit of students and staff in a web-based environment. Several new horizons were established which included a new IL session for a Postgraduate Psychology Course (PS62F), coordination of high school students presentation at UNESCO's World Book and Copyright Day where presentations were made on "Plagiarism and the Internet", "E-books vs Paper Books", and "The Future of Music in the Digital Age" and cataloguing of resources for the UWI Development and Endowment Fund Collection.

All categories of staff were exposed to training in a variety of areas relevant to the strategic focus areas. Training courses attended included "Image Collection and Cultural Heritage" sponsored by the National Library of Jamaica which familiarized staff members with issues and trends in digital imaging. In the crucial area of Safety and Emergency Management six staff members attended an intensive six-week training session in First Aid Management at the Jamaica Red Cross Society. This is also directly related to the training that the Preservation Librarian began at Rutgers University in October 2007 as the Library seeks to establish a holistic approach to occupation safety, emergency management and preservation management. Other staff members were exposed to training in leadership and various aspects of Information and Communication Technology (ICT). Mrs. Pauline Nicholas was selected as one of five, 2007 IFLA/OCLC Early Career Development Fellows, by International Federation of Library Associations, Online Computer

Library Center and the American Theological Library Association.

Several valuable collections were donated to the Library. Among these were the John Hearne papers donated by his daughter; field notes, photographs of archeological projects, and the Montpelier Archeological Project donated by Professor Barry Higman; some artifacts from the Hugh Lawson Shearer collection were donated by his widow; and the Angela King Collection received under the auspices of the Centre for Gender and Development Studies. Professor Emeritus Ivan Goodbody, formerly of the Department of Life Sciences, offered much of his personal library - mainly periodical issues, to the Library. Negotiations are in progress for the receipt of other collections. A donation of J\$393,000 from the 1948 Society of the Medical Alumnae Association was received from Dr Knox Hagley, to be used for the benefit of the Medical Branch Library.

Twenty-five exhibitions were mounted through the year and the Library received commendations for several of these. Use in some areas of the collections increased considerably, noticeably in audio-visual material collection. Towards the end of the year, the Library received the Association of Caribbean University, Research and Institutional Libraries (ACURIL) Research, Content Driven, Knowledge and Effective Access to Information Award, for its Mona Online Research Database in recognition of "... innovative, creative achievement in the planning and development of a research and/or content driven knowledge program..."

As in previous years, the need for additional space remains paramount. Plans have been drawn up for extension of the existing building in several areas, and funding is being sought for development of preservation and conservation facilities, for extension of the West Indies and Special Collections area, and a computer training laboratory, among other areas of priority. Although important databases like HINARI, Project Muse, and Faculty of 1000 Biology, were subscribed to, budgetary constraints prevented the acquisitions of other very important ones like Scifinder.

Targets

Targets for the coming year fall within the overall framework of the 2007-2012 Strategic Plan and include increasing the number of students offered Information Literacy Training courses by 10%, and

extending Library opening hours. In the area of Graduate Studies - acquisition of at least 50% of suggested monograph, journal subscriptions, databases recommended in all disciplines, and upgrading of research facilities are among the focus area. Given the emphasis on research and innovation, the Library intends to write a proposal to seek funding to make UWI and UWI-12 research globally accessible via the web and every effort will be made to incorporate the research of UWI-OC (-Open Campus) into the existing Mona Online Research Database (MORD). A survey, to find out gaps in library service offerings to UWI-12 with a view to better satisfying their needs, is planned. Virtual Reference Service is high on the agenda of the Library and in October 2007, a workshop on this will be organized by OCLC at Mona. Providing wider access to Caribbean resources using digital technology will also be given some priority.

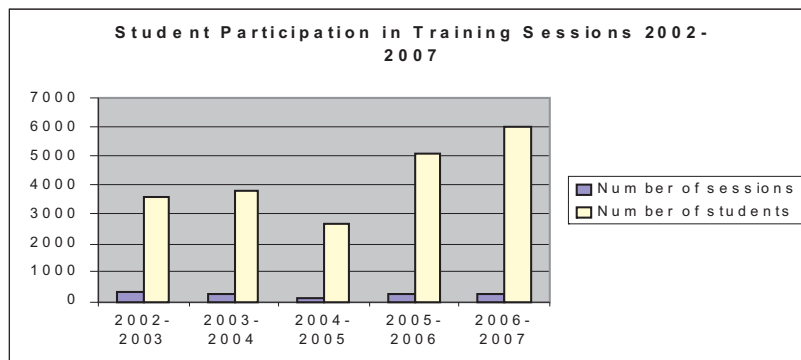
Cataloguing

Approximately 4000 monographic volumes were processed last year, compared to 2,584 volumes in the previous year. In addition, over 500 electronic resources were added to the OPAC compared to 31 items last year. A total of 375 items were sent to the Bindery.

Retrospective conversion of the Medical Library is complete. However some of those items that were not on the shelves at the time of bar-coding and were listed as missing are now turning up and are being added to the OPAC. Retrospective Conversion of the Science Library is 99% complete.

Mona Information Literacy Unit (MILU)

MILU has exceeded the target for 2006/2007 – to increase the number of students (including Distance Education students) offered Information Literacy (IL) training courses by 10%. The number of students trained increased by 18.2% over the previous year. Similarly, the number of training sessions increased by 9.8%.



New Horizons Established

- Multiple 1-hour orientation sessions for new students were held during the UWI Orientation programme.
- An online tutorial (Basic Tips) for the new ALEPH OPAC was created
- “Compulsory” OPAC sessions for FD10/14A and UC10A students were conducted. Foundation course tutors mandated that their students attend these OPAC sessions.
- A new IL session for a postgraduate Psychology course (PS62F) was held, and Fertility Management postgraduate students were given a tour and hands-on training for the OPAC

IL Summer Project 2007

“Learning for Life: Information Literacy Skills for Today and Tomorrow” for high school students was conducted as a summer project, July 2–6, 2007. The students identified research topics of interest and the workshop provided hands-on experience in analyzing their information needs, identifying, locating, evaluating and using information resources responsibly. Exploring the use of the online catalogue, reference resources, databases and the Internet also formed a part of the programme. Other sessions covered evaluating resources, note-making, intellectual property, plagiarism, and writing tips. Videos, games and reflection sheets were incorporated. On the final day of the workshop students presented a skit depicting plagiarism at school, and an IL rap.

Medical Branch Library

The Librarian made a substantial contribution in planning and renovating the Hopwood Computer Laboratory for functionality, aesthetics and comfort. Forty-eight computers were installed. Greater efforts have been made successfully to encourage students and academics to use electronic resources both in learning and teaching.

Some focus was concentrated on providing links to a number of electronic resources. These were included in the Faculty's website and were found to be useful.

Science Branch Library

There was a decrease in the total loans. Reserved Book Collection loans, as to be expected, far exceeded that of the general, West Indies Collection and Periodicals Collections. The continued decline in the borrowing of printed periodicals accompanied a corresponding increase in the request for assistance in accessing the electronic format of periodicals available at the Library's homepage. These requests were largely met and there was greater user satisfaction because of the appointment and availability of a full time Reference Librarian.

Reviews

Reviews of the Science Branch Library's collections in Geography, Geology and the Life Sciences were conducted during the year. There were strong recommendations for the Life Sciences in particular, that the collection and databases be upgraded to meet the standard required for postgraduate teaching and research, and these are being addressed.

Information Literacy

New Information Literacy presentations on the use and location of serial literature were prepared for the Geography and Chemical Analysis students. Throughout the year under review 215 students attended these sessions, an increase of 47 over the previous year.

CARDIN Project

A successful workshop on Disaster Information Management was held in Cuba over a two-day period in November 2006. This was hosted by the Latin America Centre for Disaster Medicine (CLAMED) and executed in collaboration with CARDIN. Sponsorship was provided by

the Cuba Ministry of Health, PAHO, and the Social Science Research Council (SSRC), USA. The main objective of the workshop was to strengthen the institutional capacities of the Disaster Information Units in the Caribbean countries.

Some of the work of CARDIN and its access was featured as part of the Storm Alert feature on CVM TV in late July. This has helped to publicize the work of the University and the Library in particular in the area of disaster.

Systems Section

Much of the activity of the Systems Section during the period related to the implementation of Aleph the new integrated system, culminating in the successful Switch to Production (STP) on schedule on January 4, 2007. Implementation proved to be challenging due to the complexity of the system which is known to have a “steep learning curve”.

Wireless access was increased and is now available in the Main Library in the Multifunction Room, West Indies & Special Collections, all Floors of the Medical Library and on the Ground Floor of the Science Library. In the next year, coverage will be provided in all sections of the Main and Science Libraries, and internet access for students will be increased.

Loan and Reference Section

Reorganization of Library's Workflow

The Library reorganized its workflow at the beginning of the academic year 2006/07 by creating two distinct areas of service: Technical Services and Reader Services. The latter comprises the Loan and Reference Section, the Reader Services for the Periodicals and Government Serials Sections and MERIC. This reorganization has led to greater integration of staff and services of formerly independent Sections.

Book Amnesty

In preparation for the New Integrated Library System, there was a Library amnesty for books due for return before December 4, 2007. Although the amnesty did not result in a large number of items being returned, the Library did recover some valuable long-overdue books.

Help Desk

This year a cadre of six postgraduate students provided assistance. Students fielded a total of 1,216 questions.

Mona Electronic Research and Information Centre (MERIC)

An Electronic Librarian was appointed in September 2006 with a mandate to improve, increase and develop the Library's electronic services including a virtual reference service. Work has begun on the formation of a database which will be the basis for responding to frequently asked questions. This is a precursor of a more comprehensive virtual reference service.

The Library entered into an agreement to provide reading and reference services to students of the Taylor Hall Pre-University School. It was also agreed that the school would provide the Library with two computers every three years to be dedicated for use by these students. Twenty two registered in the first semester and sixteen in the second. Special ID cards were designed for use of the library by these students.

Librations, the bi-monthly newsletter of the Mona Library is now on line. Librations had its genesis in April 1998, at which time a print copy was published.

Acquisition Section

Growth of the Collection

In 2005/06, 2544 new titles and 3846 volumes were acquired, but in 2006/07 the figure climbed to 3534 new titles and 5550 volumes.

Audiovisual Material

A number of lecturers have now included a "Film" element in some courses. This is so for Literatures in English, Modern Languages and the Institute of Caribbean Studies. Approximately 30 video cassettes and DVDs were bought to satisfy their requests.

Timeliness in Receipt Orders

Complaints about late arrival have decreased considerably. Orders were constantly monitored and reminders sent by email and telephone. In collaboration with the Systems Unit preparation is being made for the implementation of the submission of orders using the Blackwell

Collection Management Service as well as EDI. This should accelerate both the ordering and arrival of material.

West Indies and Special Collections

Use of the Collections was robust throughout the year with audiovisual material showing steady growth.

Edward Seaga Collection

One hundred and seventeen files have been catalogued and 93 files have been edited in preparation for cataloguing for the period under review. There is an increasing awareness of the files as they appear in the catalogue. Use of Edward Seaga Files for September 2006 to April 2007: 63 readers with 76 items issued. There are funding challenges which prevent development at a faster pace but efforts will be made to address these in the coming year.

Microfilming

The major equipment acquired this year was a microfilm duplicator. This has opened up possibilities for interlibrary loan of UWI theses. There was an appreciable rise in the number of theses microfilmed. Theses accepted 1993 to 2001 have been microfilmed. It is projected that the programme should be current by the end of the coming year.

Circulation

A total of 9,612 users consulted 13,567 items, approximately 25% consulted Special Collections material. The use of audiovisual material continued to increase. The Collection is grateful to Dr Gregory Stephens for the loan of his material to support courses which he teaches. Students from other courses also consulted these videos. At least two new courses on film were being planned for the new academic year.

The Bindery

The Bindery continued to address operational changes as these relate to improving productivity, maintaining high quality in output, and delivery of efficient service to all the University stakeholders.

The contribution of students employees in the Bindery was noticeable as they performed some lower level binding activities. It should be

noted that one student assistant has become very competent in the sewing of the Gleaner issues.

All of the equipment for the improvement of preservation and conservation facilities was purchased from the grant awarded by the CHASE Fund. The manufacturer and the President of Fleshner Corporation installed equipment and conducted a four-day training session.

PAPERS PRESENTED

Amenu-Kpodo, Norma

- (with Leona Bobb-Semple, Joan Leitch, Janet McCallum). "Knowledge Management at the University of the West Indies, Mona Campus: A Case Study of the Mona Online Research Database (MORD): Issues and Perspectives." 37th Annual Conference of ACURIL, San Juan Puerto Rico, June 3-8 2007.

Douglas, Myrna

- "Campus Scholarly Communication Activities: Report on the Environmental Scan of the Department of Chemistry, UWI, Mona." Association of Research Libraries/Association of College and Research Libraries Institute on Scholarly Communication. Durham, North Carolina. Dec 6-8, 2006.
- "Evaluating the World Wide Web." UWI Library Mona Information Literacy Unit Summer Project "Learning for Life: Information Literacy Skills for Today and Tomorrow." July, 2007. Mona: UWI Library. PowerPoint.
- "Searching and Surfing the Net." UWI Library Mona Information Literacy Unit Summer Project "Learning for life: Information Literacy Skills for Today and Tomorrow." August 2006. Mona: UWI Library. PowerPoint.

George, Verna

- "Bring Back the Song: The Value of 'Music' in Lyric Poetry". Graduate Seminar, January 13, 2007. Lesley U, Cambridge, MA. With text.

- “9 Steps to the Goal”; “Cool Cats in the Library”; “Keep it Current”; “What Do I Trust?”; “Note-Taking or Making?”; “Putting it All Together.” UWI Library Mona Information Literacy Unit Summer Project “Learning for life: Information Literacy Skills for Today and Tomorrow.” August 2006. Mona: UWI Library. PowerPoint with notes and exercises.
- “Conducting Information Literacy Sessions with Students: Strategies and Approaches”. School of Continuing Studies Staff Workshop, University of the West Indies, Mona, 12 July 2007. PowerPoint with notes and exercises.
- “The Research Process”; “Plagiarism”; UWI Library Summer Project “Learning for life: Information Literacy Skills for Today and Tomorrow.” July 2-6, 2007. Mona: UWI Library. PowerPoint with notes.
- (with Paulette Kerr). “Passport to IL Success: Breaking through Borders between University and High Schools: The University of the West Indies (Mona, Jamaica) Library’s Summer Information Literacy Programme for High School Students.” Association of College & Research Libraries 13th National Conference, Baltimore, Maryland, March 29-April 1, 2007.

Kean, Cheryl

- “The Great Kidnap.” UWI Library Mona Information Literacy Unit Summer Project “Learning for Life: Information Literacy Skills for Today and Tomorrow.” August 2006. Mona: UWI Library.

Lashley, Beverley

- “Caribbean disaster information network and cooperative networking.” Disaster Information Workshop, CLAMED, Cuba. November 7-9, 2006. Sponsors: Social Science Research Council (SSRC), USA (funding from Ford Foundation).
- “Databases.” Mona Information Literacy Unit Summer Project “Learning for life: Information Literacy Skills for Today and Tomorrow.” July 4, 2007. Mona: UWI Library.
- “The Experiences of the Caribbean Disaster Information Network.” February 18-22, 2007, The Institute of Literature and Linguistics, Havana, Cuba. Sponsor: Social Science

Research Council (SSRC), USA (funding from Ford Foundation).

- “Guidelines for preparing and creating a plan for disaster reduction in information units.” “Are you prepared?” Association of Caribbean, Research and Institutional Libraries XXXVII (ACURIL) Workshop on disaster information management. Puerto Rico. June 2, 2007.
- “Preservation of paper documents and books.” “Are you prepared?” Association of Caribbean, Research and Institutional Libraries XXXVII (ACURIL) Workshop on disaster information management. Puerto Rico. June 2, 2007.

McKoy-Johnson, Faith

- “Case Study of an IL Session: Strategies and Approaches.” School of Continuing Studies Staff Workshop, University of the West Indies, Mona, 12 July 2007.
- “Catalogues”; “Reference Resources”; “Note-Taking”; “Shaped by Writing.” UWI Library Summer Project “Learning for life: Information Literacy Skills for Today and Tomorrow.” July 2-6, 2007. Mona: UWI Library.
- “Exploring Databases”; “Do It Right – Cite!” UWI Library Summer Project “Learning for life: Information Literacy Skills for Today and Tomorrow.” August 2006. Mona: UWI Library.
- “Searching the World Wide Web” LIAJA Information Literacy Workshop, Main Library, University of the West Indies, 22 May 2007.

Nicholas, Pauline

- “Introduction to E Resources.” Mona Information Literacy Unit Summer Project “Learning for Life: Information Literacy Skills for Today and Tomorrow.” July 4, 2007. Mona: UWI Library.

Richards, T

- (with F. Weichert, R. Linder, C. Landes, A. Streng, A. Groh, W. Liese, C.J. Mernzel-Dowling, Y. J. Kim, M. Diefenbach, H.G. Folz, C. Olbertz, M. Wagner). Ein neuer e-learning Ansatz für

Blinde und hochgradig Sehbehinderte. Feb. 2007 – Saarland University.

Salmon, Frances

- “The Intellectual Property and Legal Deposit Laws in the Caribbean Region and their Contribution to Audiovisual Archives.” IASA Annual Conference, Mexico City, September 7-14, 2006.
- “Introduction to Intellectual Property.” Mona Information Literacy Unit Summer Project “Learning for Life: Information Literacy Skills for Today and Tomorrow.” July, 2007. Mona: UWI Library.
- “Whose Property? UWI Library Mona Information Literacy Unit Summer Project “Learning for life: Information Literacy Skills for Today and Tomorrow.” August 2006. Mona: UWI Library.

Stewart, Paulette

- “IL for Life” (keynote Address); “Citing.” Mona Information Literacy Unit Summer Project “Learning for Life: Information Literacy Skills for Today and Tomorrow.” July 4, 2007. Mona: UWI Library.

Stubbs, Sandra

- “Searching the World Wide Web.” Mona Information Literacy Unit Summer Project “Learning for life: Information Literacy Skills for Today and Tomorrow.” July 4, 2007. Mona: UWI Library.

White, Thelma

- “The Academic Librarian collaborating with faculty to provide equal access to information and knowledge: the Case of University of Technology, Jamaica.”
- “The Intellectual Property and Legal Deposit Laws in the Caribbean Region and their Contribution to Audiovisual Archives.” Annual Conference of International Association of Sound and Audiovisual Archives, Mexico City, September 2006.

PUBLICATIONS

Books and Monographs

- * Bobb-Semple, Leona, and Rosemarie Runcie. Index to JLA/LIAJA Bulletin, 1950-2006. Kingston: LIAJA, 2006.
- * Salmon, Francis, Ed. Research for Development, Vol III: A Bibliography of Staff Publications, 2002-2005. Karlene Robinson, Myrna Douglas, Faith McKoy-Johnson, Evadne McLean, Rosemarie Runcie, Tameka Thelwell; technical ed., Janet McCallum. Mona Jamaica: The Library, University of the West Indies, 2006.
- * Vacianna, Joan; Maragaret Pearce. "Jamaica Historical Review: Index with Abstracts 1948-2003." Kingston: Jamaican Historical Society, 2007.

Book Chapter

- * Richards, Tereza, Roland Linder, Mathias Wagner. "Microarray data classified by artificial neural networks". Microarrays : Applications and data analysis. Ed. J.B. Rampal. 2nd ed. (Methods in molecular biology, v. 382 – Series) Totowa, NJ: Humana Press, 2007. 343-370.

Published Conference Proceedings

- * Richards, Tereza
- * Tereza Richards, Roland Linder, Frank Weichert, Andreas Streng, Andreas Groh, Werner Liese, Martin Diefenbach, Mathias Wagner. "E-Learning for Blind or Visually Impaired People using the Example of Histological Slides." (in German) Klinische Forschung Vernetzen : Proceedings of the 51st Annual Conference of the Deutsche Gesellschaft für Medizinische Informatik, Biometrie und Epidemiologie (GMDS) Leipzig, Germany September 10-14, 2006. M. Löffler, A. Winter (eds.) Leipzig : Jütte-Messedruck, 2006, pp. 79-80
- * Thelwell, Tameca; Faith McKoy-Johnson and Frances Salmon. "Tourism: The Driver of Change in The Jamaican Economy: An Annotated Bibliography of Staff Publications" Tourism: The Driver of Change in the Jamaican Economy? Kingston: Ian Randle, 2006. 375-409.

Refereed Journal

Verna George

- * “Despair”; “In a Glass Darkly”; “Anniversary Letter.” [Poems] Caribbean Writing Today 30-Apr-07 and July 20 2007 <http://www.caribbeanwritingtoday.com/>
- * “Time and Love” May 13. F6; “In Heroes’ Circle” March 11. F4; “Finishing Touch” February 4. F11; “The Turnstile” January 28, 2007. F5. [Poems]. The Arts (Sunday Gleaner).
- * “Morning Garden” Dec. 3. F6; “Aftermath” Nov. 19: F4; “Proofs” Oct. 29: 2006. E7. [Poems]. The Arts (Sunday Gleaner).

Evadne McLean

- * “The Role of Library in the New Educational Environment at the University of the West Indies, Mona” UWI Quality Education Forum Vol 13, 2007: 52-70
- * Stephen Dew. “Providing Library Instruction to Distance Learning Students in the 21st Century: Meeting the Current and Changing Needs of a Diverse Community” Journal of Library Administration 45, 3/4 2007: 315-337.
- * Richards, T.; R. Linder; F. Weichert; A. Streng; A. Groh; W. Liese; M. Diefenbach; A. Shamaa; C. Menzel-Dowling; M. Wagner. “New perspectives on e-learning for the blind and severely visually impaired”. GMS Medizinische Informatik Biometrie und Epidemiologie 2(3) 2006 : Doc 18 p1-7.

Stewart, Paulette

- * “The Library and Information Association of Jamaica – Schools Section National Forum on School Libraries.” IASL Newsletter 36.1 (2007): 9-10.

Vacianna, Joan

- * “Haiti: Slavery to Independence. An Annotated Bibliography” The Jamaican Historical Review Vol 13, 2007: 50-71.

Non-Refereed

George, Verna

- * “The UWI Library’s Mona Information Literacy Unit (MILU): Enhancing Academic Learning.” 8th Caribbean Tertiary Level Personnel Association Annual Conference. “A Holistic Approach to Student Learning and Development: An Imperative Across Borders.” CTLPA Gleanings 5:1 (2007)

Income Generation

The Library generated a fair amount of income from grants. The CHASE Fund generously awarded the institution a grant for “Improving the Law Collection and Access to Legal Material at the Main Library” for \$5,000,000. Under the Mona New Initiatives programme it received an award for \$1,000,000.00 over 2 years (2007-2009): to conduct a Survey of Information Literacy Competencies of Incoming UWI students. A grant for J\$750,000 was also received from the New Initiative Fund for “Development of a Prototype for Caribbean Leaders Online Database”.

The Multifunctional Room generated an income of \$688,513.75; the Bindery \$522,465.00; and RESU \$2,996,463.

PUBLIC SERVICE

Norma Amenu-Kpodo

- Executive Secretary, Commonwealth Library Association
- Member of the Executive, Library and Information Association of Jamaica (LIAJA)
- Member of the Executive, Management of Library Associations Section of International Federation of Library Associations
- Member, University Council of Jamaica Assessment Team /Library Assessor
- Member, UNESCO National Commission for Jamaica, Committee on Information for all Programme
- Member, National Information Literacy Committee (Jamaica Library Service)

- Member, Advisory Committee, National Information System (National Library of Jamaica)

Enid Brown

- Member, Historical Society of Jamaica
- Member, Seminar on the Acquisitions of Latin American Materials (SALALM)

Myrna Douglas

- Volunteer, Red Cross Society of Jamaica

Verna George

- Adjudicator, National Book Development Council. (Literature for Children and Young Adults)
- Member, UWI/Guardian Life Premium Lecture Planning Committee

Maureen Kerr-Campbell

- Administrator, LIAJA Website

Beverley Lashley

- Member, Public Relations Committee, Jamaica Fulbright Alumni Association
- Organizer, Annual President's Dinner, LIAJA

Pauline Nicholas

- Member, IFLA/OCLC Early Career Development Fellowship

Karlene Robinson

- Assistant Chief Examiner (POB), Caribbean Examination Council

Frances Salmon

- Member, Copyright Advisory Committee, National Library of Jamaica
- Member, Council of Community Colleges of Jamaica
- Member, National Committee for Drafting Regulations to Accompany the Legal Deposit Act
- Member, International Federation of Library Association

Joan Vacianna

- Secretary, Jamaica Historical Society
- Representative, IFLA Regional Committee for Latin America and the Caribbean