The Discovery Services Division enhances the discoverability of the Furman University Libraries’ resources and services through the website, Library Catalog, digital collections, and other web-based platforms; and supports external and internal library users of these resources.
Contents

The Mission of the Division ................................................................. 1
Members of the Division .................................................................. 1
Major Accomplishments of the Division ......................................... 1
Division Goals 2014-2015 ................................................................. 1
Division Goals 2015-2016 ................................................................. 1
Division Statistics ........................................................................... 1
Professional Development of the Division ..................................... 1
The Mission of the Division

The Discovery Services Division enhances the discoverability of the Furman University Libraries’ resources and services through the website, Library Catalog, digital collections, and other web-based platforms; and supports external and internal library users of these resources.

Division Responsibilities

The Division oversees 5 major areas of responsibility within the Furman University Libraries: Cataloging, Digital Collections, Web Discovery, Systems, and FUSE, the University's Institutional Repository (which is administered jointly with Andrea Wright in Outreach Services). Discovery Services would like to acknowledge that the personnel involved in each responsibility works collaboratively with others within the Division, as well as with other Departments and Divisions in the Library and across campus.

The content of this Annual Report not only reflects the work of Discovery Services, but also the power of camaraderie and teamwork in the Furman University Libraries and beyond.
Members of the Division

CHRISTY ALLEN
ASSISTANT DIRECTOR FOR DISCOVERY SERVICES

RICK JONES
DIGITAL COLLECTIONS CENTER MANAGER

RYAN LAZAR
SYSTEMS SPECIALIST

SCOTT SALZMAN
WEB DISCOVERY LIBRARIAN

KATHIE SLOAN
DIGITAL COLLECTIONS SPECIALIST

NANCY SLOAN
CATALOGING & METADATA LIBRARIAN
Major Accomplishments of the Division

CATALOGING

Providing Links to Digital Collections in the Library Catalog (SP 1.1 C)¹
The records in the Library's Catalog have been updated to include links to the digitized materials in CONTENTdm, as applicable. This allows users searching the Catalog for those resources to easily access their digitized counterparts.

EBL E-Book Catalog Records (SP 1.1 A)
EBL e-books are only accessible to Furman users. This was not made clear in the Catalog, so Nancy made this fact more obvious by updating the link titles in 113,977 EBL records. See screenshot below:

![Available online:](Access to this electronic book via EBL (Furman users only)](image)

E-book and Demand Driven Acquisitions (DDA) Projects (SP 1.1 A)
The number of records for e-books and DDA books increased by 48% this year. Through Furman's partnership with PASCAL (Partnership Among SC Academic Libraries), Furman patrons now have access to a new collection of EBL DDA books and EBSCO e-books. Together these constitute over 50,000 records that have been added to the Furman Catalog.

Government Documents Weeding Project (SP 1.1 E)
The Collection Services Division completed a weeding project of its federal government documents collection in 2014. Since then, Nancy has been involved in withdrawing the weeded items from the Catalog and deleting the OCLC holdings. 28,772 physical items were withdrawn from the Catalog.

"S" Classified Books Relocation Project (SP 4.1 B)
Nancy worked with Access Services and the Science Library to relocate the books with the LC classification "S" (Agriculture) from the James B. Duke Library to the Science Library. The books were relabeled and the location codes were changed in the bibliographic and item records to reflect their new location. Reclassified 3,693 volumes.

Music and Science Reference Book Location (SP 1.1 A)
Nancy served as part of an ad hoc Library workgroup to reconfigure the Advanced Search page in Millennium Catalog, allowing for more granular and user-friendly searches. As part of this project,

¹ When accomplishments and goals relate to the Furman University Libraries Strategic Plan 2013-2016, there will be a parenthetical note citing the Strategic Plan’s direction, goal, and action to which it most closely relates.
Discovery Services Annual Report 2015
Major Accomplishments

Nancy created new location codes for reference materials in the Music and Science Libraries. She then changed location codes for 1,456 records in the Catalog to allow for the new scopes to work.

**Metadata Support (SP 1.1 C)**
Nancy provided metadata support to the Digital Collections Center. She trained Kathie in the use of Library of Congress Subject and Name Authority Headings which are being employed in the Dublin Core "Subject" and "Creator" fields within the digital collections. She also offered recommendations and suggestions on metadata fields for specific collections.

**DIGITAL COLLECTIONS**

**New Digital Collections (SP 1.1 D)**

**Digital Collections Migrated from LUNA**
The following collections were migrated from LUNA into CONTENTdm:
- Catalogs and Bulletins (formerly part of University Yearbooks)
- Richard Furman and James C. Furman Collection (formerly known as Furman Family Letters)
- The Furman Cougar Project
- The Furman Magazine
- Yearbooks

**Civil War Correspondence**
Contains 107 Civil War letters from the Samuel Pringle Collection and the Charles Furman/Frances Garden Furman collection.

**On-Demand Digital Projects**
Over the past year, the following Furman faculty, staff, and library patrons requested materials be scanned, edited, and returned to them for use in instruction or research or for upload into FUSE.

- Brian Siegel – 4 scholarly articles
- David Spear – 8 photographs
- Dwight Covington – 12 VHS cassettes
- Dwight Covington – 2 LPs
- English Department – 2 issues of the Echo
- Julia Cowart – 2 senior order scrapbooks
- Lloyd Benson – 1 map
- Patricia Sasser – 3 pages from a book
- Special Collections patron – 2 cassette tapes
- Steve O’Neill – 1 map
- Steve Richardson – 2 maps
- Susan Bennett – 1 cassette tape
- Tami Blumenfield – approx. 2,000 photographic slides
Ongoing Digital Collections (SP 1.1 D)
The following collections are in the process of being completed. With the exception of the Yearbooks and the Peter Wexler Digital Museum, most are in the process of being migrated out of LUNA.
- Art Department Slides
- Furman Faculty Notices
- Furman Historical Images
- Peter Wexler Digital Museum
- Postcards
- Yearbooks

Other Digital Collections Projects

Partnerships in Local, State-Wide, Regional and National Library Initiatives (SP 2.3)
- Furman University is very involved in the South Carolina Digital Library (SCDL). Christy sits on SCDL's Advisory Board, and the Documentation Sub-Committee. She also served on the planning committee for the 2015 South Carolina Digital Library Upstate meeting.
- Rick, Kathie, and Ryan have worked closely with Josh Morgan at Clemson University to install and configure Furman's book scanner.
- Christy is working with Dana Thorpe, Ellen Hawkins, and Don Koonce to create a memorandum of understanding (MOU) between Furman Libraries and the Upcountry History Museum for the creation and ongoing support of digital collections.

Improve the Accessibility of Digital Collections (SP 1.1 D)
- Three digital collections that were previously restricted to campus (Documentaries on the History of Modern Europe, Travels of Robert Tucker, and Ware Family Manuscripts) are now fully accessible to the public.
- Furman's digital collections are now more accessible than ever. 15 collections are available through the South Carolina Digital Library and 2 collections are available in the Digital Public Library of America. After content is migrated into CONTENTdm, it is anticipated that all Furman's digital collections will be accessible through both websites.
- Information on Digital Collections has been incorporated into several WorkSmart workshops, new faculty orientation, OLLI Tours, and other relevant information sessions.

Digitization Support (SP 1.1 D)
The Digital Collections Center is rapidly being recognized as a campus resource for providing training and technical expertise in the support of digitization projects. Over the past year, they have provided support to the following projects.
- Rick and Kathie provided training to Vivian Tompkins (a Furman Advantage student supervised by Patricia Sasser) in scanning and post-processing three albums of rare late 19th century Norwegian Sheet Music.
Discovery Services Annual Report 2015
Major Accomplishments

- Rick and Kathie provided digitization and post-processing training to volunteer intern Daniel Cooper who is a Master's in Library Science graduate student at North Carolina Central University's online program. His work in the Digital Collections Center was done in tandem with his Digital Library class.
- Christy worked with History Professor Courtney Tollison and her student assistant Donny Santacaterina to create a HistoryPin account for the Library. Christy also provided training to the students in Professor Tollison's "History of Furman University" FYS on the use of the HistoryPin.
- The Digital Collections Center provided a portable flat-bed scanner, detailed documentation, and in-person metadata training to the MayX Class "Psychology in the Archives" taught by Michelle Horhota and Erin Hahn. The 12 students in the class traveled to the Center for the History of Psychology in Akron, Ohio and digitized select materials from the Eric Schopler collection. Once copyright permissions have been obtained, the collection will be available in FUSE.
- Kate Borchard, a senior History major, built an online Civil War exhibit for her public history class. She worked closely with Julia and BreAnna in Special Collections to identify materials for inclusion in the collection, and then met with Jean Schwab (in the Writing and Media Lab) and Christy seeking advice on creating, organizing, and maintaining a website and online digital exhibit.

INSTITUTIONAL REPOSITORY (FUSE)

Implementing FUSE (SP 1.2)
Andrea and Christy led an IR Implementation Team made up of Susan Dunnavant (ITS), Mike Winiski (Center for Teaching and Learning), and Ryan Fisher (Marketing and Public Relations). The team agreed on the design of the repository, established an organization scheme, and implemented standards for the Furman University Scholar Exchange (FUSE).

FUSE was launched during Open Access Week. Two Work Smart Workshops were held to introduce faculty and staff to the exciting new website. A banner was hung from the James B. Duke Library front porch and bookmarks were created and distributed to students at the Circulation and Reference desks.

Completed FUSE Projects (SP 1.2)
The following projects, collections, journals, and/or conferences were launched:
- African History/Anthropology articles written by Brian Siegel
- Biology Labs written by Laura Thompson
- Furman Engaged!
- GHS Population Summit
- 2013 GIS Day Posters
- 2014 GIS Day Posters
- Health Sciences Student Posters
- The Furman Echo
Ongoing FUSE Projects (SP 2)
The following projects are in process:
- 2016 World Conference on Natural Resources
- Chemistry Department Publication Citations
- MayX PSY 150: Psychology in the Archives
- Shi Center Full Cost Analysis Learning Tools
- South Carolina Junior Academy of Sciences
- UES Art Exhibit
- Undergraduate Research and Internships

Promotion and Outreach (SP 1.3 C)
- Presented information about the new FUSE system in the following venues
  o Faculty Retreat
  o Chairs, Administrators, and Directors Meeting
  o Library Committee Meeting (twice)
  o Shi Center Affiliates Meeting
  o Library Student Advisory Group Meeting
  o Instructional Technology Group Meeting
  o Academic Computing Committee Meeting
- Provided 7 hands-on training opportunities for University faculty, staff, and students
- Added FUSE to OpenDOAR, a directory of open access repositories
- Enabled harvesting for select collections in FUSE through the OCLC Collections Gateway

LIBRARY SYSTEMS

Software Support
Millennium Enhancements (SP 1.1 A)
Worked with Outreach Services and the Web Advisory Group to make the following improvements to the Library Catalog:
- Updated the ranking of search results, so that items now sort by relevancy
- Updated material type icons for a more aesthetically pleasing experience
- Resolved an issue with content not displaying in the "Full Display" tab of certain Catalog records. This has been an ongoing problem for at least 5 years.
- Ryan and Christy completed a review of Innovative/Millennium services and determined there would be no cost savings associated with cancelling any services.

Improving the Advanced Search Page (SP 1.1 A)
An ad hoc Library workgroup was formed to discuss the improvement of the Advanced Search Page in Millennium and the creation/reorganization of scopes allowing for more granular searching and sorting options. The workgroup included: Christy, Ryan, Nancy, Caroline, Patricia, Julia, and Andrea. The
workgroup was formed in September of 2014 and the work was completed in January of 2015. See the before and after screenshots below.

Before the changes to the Advanced Search page. The drop downs included irrelevant and confusing options, and the scopes (the drop down in the top left) needed updating for improved searching.

After the changes to the Advanced Search page. The drop downs were larger, labeled more clearly, and the scopes offered more relevant options such as print books, Music Library, and Science Library. The "Location" field was renamed to "Collection" and now includes Music Reference and Science Reference as options.
Millennium Technical Support
The migration to a hosted version of Millennium has resulted in numerous problems. The network connection is slower, and the system experiences more interruptions and down time than when we were locally hosted. In this year alone, Millennium has experienced 8 major down time issues (lasting 1 or more hours). The most significant of these was from November 10 – 20 when the vendor, Innovative Interfaces, was the victim of cyberattacks and network instability at their data center. Ryan was responsible for contacting Innovative and communicating updates to the whole Library. The unreliability and expense of a Millennium hosted solution warrants further investigation over the next year.

System Upgrades (SP 1.2 A)
Coordinated system upgrades for:
- Millennium
- ILLiad

Hardware Support
041 Maintenance
Ryan coordinated with Alec in ITS throughout the year to resolve a host of technical issues in 041 related to the teacher workstation, student Mac Mini workstations, printing, projector display, and audio. These issues culminated in the decision to convert the dual-boot Mac Mini student workstations to Mac-only workstations running the Yosemite operating system. This solution was implemented by Alec in June 2015.

iPad Replacements
Ryan collaborated on an iPad Replacement document which proposed that the non-functioning iPads of Library personnel would be replaced in a timely manner. The proposal was approved by the LLC. Ryan then assisted in identifying personnel needing new iPads, coordinated with ITS to purchase the new iPads, and served as a resource for those needing to migrate content from their old iPad to the new iPad.

Digital Collections Center Computers
Ryan and Christy submitted a proposal to ITS for adding all the DCC computers to the ITS replacement cycle. The proposal was approved. As part of the process, Ryan coordinated the replacement of one of the outdated DCC iMacs with a PC, and another (non-functioning) iMac with a new model iMac.

Migrating Print Queues
Ryan coordinated with Rick in ITS to migrate all the print queues from the Library managed servers to ITS managed servers. This involved manually updating each public and student computer in all three libraries to point to the new print queues.
**Notable Technical Support Requests**

Ryan was involved in purchasing, setting up, providing technical support, and/or troubleshooting problems with the following items:

- Overhead Book Scanner in Digital Collections Center
- Overhead Book Scanner in Special Collections
- Barcode Readers for Collection Services
- Flat panel TV in Administrative Conference Room
- FitDesks for the Science Library
- Desensitizers for Collection Services
- External Hard Drives for Discovery Services

**Ongoing Systems Projects**

**Patron Initiated Holds (SP 1.1 A)**

Ryan is working with Jimmy Quinn to enable patron initiated holds within Millennium.

**Upgrade the Library Catalog Interface (SP 1.2 A)**

Ryan is working on improving the interface of the Millennium Catalog by applying a new example set. The current Catalog example set is over 10 years old.
WEB DISCOVERY

Web Advisory Group (WAG)

Post Implementation Review of LibGuides
In Spring of 2014, the WAG conducted a post-implementation review of LibGuides. The review recommended that LibGuides serve as the Library’s permanent web platform. In August of 2014, the review was approved by ITS and Marketing & Public Relations. As a result, Discovery Services is now in the process of migrating the Libraries’ websites to LibGuides v2.

Database Quick Links Update (SP 1.1 A)
Worked with the WAG to update the Database Quick Links on the Library’s home page and All Databases page. The Quick Links now reflect the most popular databases on our website.

Link Checking (SP 1.1)
Scott and Jenny, working with the WAG, implemented a process for identifying and repairing broken links on the web pages in LibGuides. Over 400 broken links were identified and distributed to web page authors for updating.

Update Search Tools (SP 1.1 A)
Scott and Outreach working together updated search functionality for the “Database by Subject” and “Database by Content” tabs on the header. This project involved renaming many web pages as well as unpublishing and reorganizing numerous pages and guides. The end result is a more streamlined, easy-to-use website with less duplication of content across web pages.

Website Migration

LibCal v2 Migration (SP 1.1 A)
Scott, working in conjunction with the WAG, is leading the effort to migrate from LibCal v1 to LibCal v2. This process involves customizing the design and layout of the calendars, and building specialized functionality for the exception hours.

Building a Responsive Template (SP 1.1 A)
Scott is using the Bootstrap framework and specialized SpringShare functionality to build a responsive template in LibGuides CMS v2. Successfully completing a template that functions effectively on phones, tablets, laptops, and desktops is the first step in migrating the website to this new platform. It is expected that the first iteration of the template will be complete in the Fall of 2015 with usability testing to follow.
**Enhanced Functionality and Customizations**

**New Titles Pages**
Scott migrated the new titles pages and feeds from the Library legacy server into LibGuides. [Access them here.](#)

**Peter Wexler Digital Museum**
Scott dedicated nearly 9 months to the creation of the Peter Wexler Digital Museum website in LibGuides CMS v2. The site is fully responsive, with unique search and browse features, and dynamically generated pages for project metadata and preview slideshows. Through the use of a custom template, along with several scripts and metadata exported from CONTENTdm, the website is able to automatically generate nearly 1,900 web pages. The majority of content on the website is kept current through the process of maintaining the digital collection metadata on CONTENTdm. The website was so unique, beautifully designed, and feature-rich that it was the subject of a May 2014 article on the Springshare blog called: "Beautiful Web Design, Made Possible with LibGuides v2 CMS."

**Additional Website Enhancements**
Scott implemented the following website enhancements:
- Enabled highlighting for specific areas and offices on the Library floorplans
- Updated Digital Collections search in Library website header, allowing users to search either LUNA or CONTENTdm
- Coordinated with Springshare to resolve an issue with exception hours categories in LibCal
- Collaborated with Christy in converting collection summaries content in Digital Collections Center web pages so that it can be reused on other LibGuides web pages at three different levels of granularity.
- Customized website design for Halloween with an animated spider. Springshare blogged about the customizations in a post titled: [Spooky LibGuides CMS Halloween Customization](#)

**Usability and Analytics**

**Custom Google Analytics Events**
Developed custom Google Analytics trackers that enable detailed reporting on usage, including the following portions of the website:
- Search boxes in Library website header
- Navigation links
- Chat buttons
- Links and tabs on the home page
- All Databases page and search and browse elements
- Scrolling behavior
- Texting button in the Library Catalog
- Peter Wexler Digital Museum
Google Analytics and Google Custom Search Projects
- Added the following platforms to the Library's Google Analytics account:
  - Summon
  - CONTENTdm
- A new Google Analytics account was set up by Digital Commons for FUSE.
- Developed more accurate method of calculating usage statistics for individual collections in LUNA using Google Analytics and Excel scripts.
- Created a new Google Custom Search for the Special Collections and Archives website using the Library's existing Google account. Their new search is now free of advertisements.
- Created several new “search result promotions” and initiated re-indexing of the Library’s website to improve Google Custom Search Engine results.

Server Management and Support

Library Web Server
Scott worked with ITS to migrate the Library's web server (containing the Special Collections website) from a 10 year old physical server to a virtual web server. As part of this process, numerous obsolete web pages and folders were removed from the server including the Decorative and Fine Arts Committee (DFAC) website. The Special Collections website was updated to remove all links to the DFAC site. Scott also upgraded the server to maintain protection against vulnerabilities.

EZProxy Server
Scott worked with ITS to migrate EZProxy from the 10 year old physical server to its own dedicated virtual web server. Scott also upgraded the server to maintain protection against vulnerabilities.

Other Web Discovery Projects

Metadata Migration from LUNA
The Digital Collections Center was faced with the monumental task of migrating 57,000 records out of their legacy digital collections platform, LUNA, into CONTENTdm. There is no export functionality within the LUNA software, and LUNA technical support could offer no assistance in this process. The project was further complicated by the lack of metadata consistency across, and even within, collections, and the fact that LUNA metadata is stored in individual XML files (one file for each metadata record). These challenges notwithstanding, Scott devised a process using Windows PowerShell scripts, and Excel filtering to export the metadata out of LUNA and reformat it for import into CONTENTdm.

Summon 2.0 Upgrade
In June 2015, the Library upgraded to Summon 2.0, the newest release of the Discovery Layer which powers the site's "Article Search." The upgrade was a success with limited down-time. This upgrade also required Scott to recreate and replace Summon search boxes on the headers in all the web page
templates in LibGuides, LibAnswers, and LibCal, as well as numerous Summon searches embedded within websites.

**Authenticating EBL E-Books**
Scott coordinated with technical support staff at EBL to re-configure the proxy settings so that everyone will have to sign in with their Furman network ID and password to access EBL e-books. Prior to this change, 2 users could not access the same e-book at the same time.

**Professional Web Support**
Scott's knowledge of web development, LibGuides CMS functionality, Google Analytics, and EZProxy as well as his active involvement in the Springshare community have made him a popular resource among academic libraries seeking to implement custom functionality on their website. In the past year, Scott has provided assistance to the following institutions:
- American College of Greece
- Bay de Noc Community College
- Baylor University
- Belhaven University
- Bowling Green State University
- Drury University
- Florida Gulf Coast University
- Georgia State University
- Holmsglen Institute
- Mercer University School of Law
- Mount Royal University
- Presbyterian College
- Ryerson University
- Sam Houston State University
- Southern Connecticut University
- Southern School of Natural Therapies
- St. Teresa’s Library
- University of North Texas Health Science Center
- University of South Carolina Lancaster
- University of South Carolina Upstate
- Winthrop University
ADDITIONAL DISCOVERY SERVICES PROJECTS

Design Work
Both Rick and Kathie have used their artistic skills to coordinate several design projects for the Library.

The projects that Rick has been involved in:
- Designing coffee travel mugs as student senior gifts
- Designing coffee travel mugs to promote Keurig Coffee Machine in the 24 Hour Student Lounge
- Taking photographs for the Library's website homepage

Kathie has been involved in designing:
- Quiet Study signs for the James B. Duke Library
- Flyers and signs advertising the Keurig Coffee Machine in the 24 Hour Student Lounge
- Digital Collections Center brochure
- Video presentation commemorating the 10th Anniversary of the renovation of the James B. Duke Library. Available on YouTube.

Window Displays
Nancy Sloan planned, organized, and assembled two window displays in the foyer of James B. Duke Library. "The Furman Desegregation 50th Anniversary" display was available for the full academic year and coincided with the University-wide celebration of Integration and complemented the exhibit hosted by Special Collections & Archives in their exhibit space. The displays garnered a lot of praise and attention from Furman faculty, students, and staff.
Division Goals 2014-2015

CATALOGING

LTI Authority Control
Investigate the cost of LTI Authority Control as it applies to MARC records for e-books. Provide recommendations, if needed.

The cost of outsourcing our authority control to LTI increased by 80% in the last year. This year’s higher costs are the result of adding more substantially more e-books and the increase of our semi-annual run fee. The average cost per record jumped from 13 to 19 cents. The ongoing conflict between maintaining a standardized and accurate Catalog and the increasing cost of outsourced authority control makes it challenging to make any successful progress in this area. This will be monitored closely in the upcoming year to determine if a post-implementation review is necessary.

Physical Processing Time (SP 1.1 B)
Seek solutions to reduce the processing time of physical materials. Evaluate workflow and provide recommendations for changes, if required.

Nancy experimented with several student staffing changes during the year, but none have effectively addressed this issue. She is currently working in collaboration with Acquisitions staff to tweak the processing workflow and will be hiring up to 6 students in the Fall to see how significantly the processing time can be reduced.

Curriculum Collection (SP 1.1 E)
Weed the Curriculum Collection and send titles being withdrawn to the Education Department. These titles will be used by new teachers in the certification process.

No progress was made on this goal.

DIGITAL COLLECTIONS

Digital Collections Specialist (SP 1.1 D)
Prepare a justification to demonstrate the continued need for the Digital Collections Specialist position beyond December 2014.

The Digital Collections Specialist justification was completed in October 2014. It was approved by University administration, but remained a temporary position. The position will have to be justified again in FY 2015-2016.

Peter Wexler Digital Museum at Furman University (SP 1.1 D)
Complete and launch the “Peter Wexler Digital Museum at Furman University”.
Digitization of the Peter Wexler materials was completed in July 2014, and the materials were returned to the Peter Wexler Studio in Manhattan. Rick, working collaboratively with Peter, completed the review, post-processing, and approval of all 15,000+ digital items. Kathie and Christy worked together to upload over 7,000 items into CONTENTdm and create detailed project-level and item-level metadata. Scott completed the creation of the Peter Wexler website using LibGuides CMS v2, and uploaded over 1,875 images to populate the preview slideshows.

Due to other priorities, upload to the digital collection stopped in February 2015. At this time, 60% of the portfolios are online. Furman University submitted a proposal to Peter Wexler in June outlining a process and timeline for publishing the Digital Museum. It is hoped that an agreement can be reached in the near future, so that a firm date can be set for the website’s publication.

Although the project is currently on hold, it has been shared in a variety of venues over the past 3 years:
- 3 national presentations
- 3 local presentations
- 1 art exhibit
- 2 published articles
- 10 blog posts
- 8 personal tours of the physical collection (when it was stored in the James B. Duke Library)

LUNA Migration (SP 1.1 D)

*Work with project partners to coordinate the migration of designated digital collections from the legacy digital repository LUNA to the appropriate platform: CONTENTdm, Digital Commons, or Box.*

The Digital Collections Center contacted faculty with digital projects in LUNA and identified 4 collections that can be removed from the system. They also identified 1 collection that can be migrated into Box and 5 that can potentially be migrated into FUSE. Finally, several collections were identified that can be combined for greater findability.

There have been many challenges to this migration. Most notably, there was no process for migrating metadata and images out of LUNA. Scott developed a method using Windows PowerShell scripts and Excel filtering to convert individual XML metadata records into an Excel spreadsheet that can be easily uploaded into CONTENTdm. Another challenge is that nearly every collection requires extensive clean-up before migration. In some cases the metadata is incomplete and inaccurate. In other cases the original files are names incorrectly and organized wrong. In still other cases, both the metadata and the images require correction. As a result, the migration process is going slowly, but the end result is more searchable and usable content.

Promoting Digital Collections (SP 1.3 C)

*Develop methods for promoting the services of the Digital Collections Center as well as existing and new digital collections.*
Furman’s digital collections are now more accessible than ever. 15 collections are available through the South Carolina Digital Library and 2 collections are available in the Digital Public Library of America. After content is migrated into CONTENTdm, it is anticipated that all Furman's digital collections will be accessible through both websites.

Furman University is very involved in the South Carolina Digital Library (SCDL). Christy sits on SCDL’s Advisory Board, and the Documentation Sub-Committee. She also served on the planning committee for the 2015 South Carolina Digital Library Upstate meeting.

At the campus level, information on Digital Collections has been incorporated into several WorkSmart workshops, new faculty orientation, OLLI Tours, and other relevant information sessions.

**Furman Anniversary of Integration (SP 2.1 C)**

*The Digital Collections Center will be working closely with Special Collections and Archives in the creation of a physical and digital exhibit to showcase the 50th anniversary of integration at Furman University.*

Due to time constraints, the Digital Collections Center was unable to work with the Furman Anniversary of Integration Steering Committee or Special Collections to create a digital exhibit. In May of 2015, Christy submitted a proposal to the Steering Committee to create a digital archive containing content relevant to the Anniversary including scholarly research, recorded speeches, photographs, printed materials, and historical primary sources. In June, the Steering Committee approved the proposal, and in 2015-2016 will work with the Digital Collections Center and the FUSE administrators to build the collection in FUSE.

**Documentation and Procedures (SP 2.3D)**

*Working with Collection Services, develop a collection development policy for the Library’s Digital Collections. Based on the Library’s current practice for deselection, develop a process for deselecting items from the Library’s Digital Collections in LUNA.*

Due to time constraints, this goal was not completed. However, Christy was recently asked to serve on the Documentation Sub-Committee for the South Carolina Digital Library which would seek to create such documentation at the state level. The work of the SCDL would be an excellent foundation on which to build Furman’s collection development policy, so there is a good likelihood that progress could be made on this goal in 2015-2016.
INSTITUTIONAL REPOSITORY (FUSE)
Institutional Repository (SP 5.1 B)
In collaboration with Andrea Wright and the Institutional Repository Implementation team, configure and customize Furman’s instance of Digital Commons and begin populating the system with relevant collections.

FUSE launched in October 2015. In less than a year, it has hosted over 200 entries from Furman Engaged! and provided an online platform to the student literary magazine Echo, as well as hosting numerous faculty and student research projects. Working together as co-administrators of FUSE, Andrea and Christy have consulted with faculty from departments across campus and offered a variety of presentations and workshops to promote the new institutional repository.

LIBRARY SYSTEMS
Virtual Desktop Initiative (VDI)
Partner with ITS in exploring the possibilities of the Virtual Desktop Initiative with the Library’s public computers.

ITS will be rolling out VDI thin clients to the Multimedia Commons on the lower level of James B. Duke Library in August of 2015. At this point, Library Systems has only been tangentially involved, mostly as it pertains to the relocation of the software Nutricalc, which will not function on VDI thin clients. If the migration to these thin clients is successful, Library Systems will consider its utility in other spaces within the Library.

OPAC Look-Up Stations
Coordinate with ITS to replace the physical OPAC stations. Update the operating system to Windows 7 and ensure that the workstations boot in kiosk mode.

No progress has been made on this goal. The Research Commons computers are due to be replaced in August of 2015. It is hoped that some of the old Research Commons workstations may be re-deployed as new OPAC workstations.

WEB DISCOVERY
Post-implementation Review of LibGuides (SP 1.2 A)
Work with ITS and Marketing & Public Relations to determine the best outcome for the post-implementation review of LibGuides. Based on the results of this decision, proceed with plans to complete migration of the Special Collections and Archives website to the appropriate web platform.

ITS and Marketing & Public Relations approved the Libraries’ proposal to use LibGuides as their content management system. The proposal also stipulated that Scott would built out a new responsive Library website templates using LibGuides CMS v2. Two years after the completion of this migration, the
Library will conduct a post-implementation review to determine if the platform is meeting and will continue to meet their needs as a CMS.

**LibGuides v2 Implementation (SP 1.2 A)**

*Work with Library stakeholders to plan for the migration of the Library’s LibGuides CMS content into the new platform LibGuides v2.*

Scott and Christy have weekly planning meetings to discuss the process for migrating into the newest versions of the Springshare products. Scott, in collaboration with Outreach and the WAG, is actively in the process of migrating Library hours content and functionality to LibCal v2 with an expected launch date in mid-August 2015.

Scott is also actively working on building a responsive template for the website using LibGuides v2. It is hoped that the first version of this template will be ready for user testing in the Fall of 2015.

**Google Analytics (SP 3.1 B)**

*Continue to optimize the Library’s use of Google Analytics including the implementation of custom event tracking for some of the most common functions of the Library’s website.*

Configured Google Webmaster Tools to ensure the Library website search was providing the most accurate results possible.

- Researched best practices in Google Analytics tracking across multiple domains (e.g., SharePoint, Springshare platforms and Special Collections legacy website) and implemented a Google Analytics “rollup account.”
- Implemented tracking of custom Google Analytics events for the Library website search box header, the home page tabs, the All Databases page, the SMS texting feature in the Library Catalog, and much more.
- Developed more accurate method of calculating usage statistics for individual collections in LUNA using Google Analytics and Excel scripts.
- Employed the Analytics Edge Google Analytics plugin to being to automate our extensive reporting.

**Branding (SP 1.2 A)**

*As much as possible, roll out consistent Furman University Libraries branding across all of the Library’s third party platforms including: EBSCO LinkResolver, EBSCO A-Z List, Summon 2.0, and ILLiad.*
Discovery Services Annual Report 2015
Goals 2014 - 2015

Scott completed re-branding the Link Resolver page designs to match the Library's overall web design.

ADDITIONAL DISCOVERY SERVICES PROJECTS

**Summon (SP 1.1 A)**

Coordinate with Janet Nazar and representatives from Collection Services and Outreach Services to improve the data optimization of Summon, thereby providing a better user experience.

Janet completed the recommended configurations to optimize the use of Summon. In June of 2015, Christy coordinated the migration to Summon 2.0. Scott created and updated all the Summon search boxes on the Library's website to point to the new version of the software.

**Job Descriptions**

Rewrite job description for the Cataloging & Metadata Librarian to better reflect current and future responsibilities.

No progress has been made on this goal.

**Special Collections and Archives Discoverability (SP 1.1 C)**

Work with Special Collections and Archives to make their materials more discoverable including: completing the migration of their website into the appropriate web platform, assessing the readiness of Special Collections and Archives' web and print-based finding aids for automated conversion to structured data, and providing more access to Special Collections and Archives materials in the Library’s Digital Collections.

The migration of the Special Collections and Archives website has been put on hold until the LibGuides v2 template has been completed and fully tested. Julia, Scott, and Christy have attended 2 webinars over the year on ArchivesSpace, a platform for tracking special collections acquisitions, provenance, building finding aids, and making those aids accessible online for public use. ArchivesSpace is quickly becoming the standard in creating and accessing online finding aids and managing Special Collections acquisitions.
Procedures

Procedures should be put in place to ensure that there are back-ups for critical responsibilities if one of the Discovery Services team members is out-of-the-office.

No formal procedures have been put into place, but Christy acts as the back-up for Scott and Ryan in resolving critical or time-sensitive issues.
Division Goals 2015-2016

CATALOGING

Physical Processing Time (SP 1.1 B)
Seek solutions to reduce the processing time of physical materials. Evaluate workflow and provide recommendations for changes, if required.

Continue to Monitor the In-House Shelf Ready program (SP 1.1 B)
An analysis of the In-House Shelf Ready Program in 2014 indicated it is still a cost-effective and labor-intensive alternative to outsourcing. Continue to refine the process by implementing new procedures and hiring more student workers.

LTI Authority Control
Continue to monitor the cost of LTI Authority Control as it applies to MARC records for e-books. Provide recommendations, if needed.

DIGITAL COLLECTIONS

Complete Migration of Digital Collections from LUNA
Finish migrating digital collections out of LUNA and deactivate the server.

Collaborate with FUSE Administrators
Work with Andrea and Christy to scan, process, and make Furman scholarship full-text searchable.

Storage Solutions
Work with Cathy Frazier in ITS to identify solutions for long-term preservation storage of digitized files.

Peter Wexler Digital Museum
Publish the Peter Wexler Digital Museum website. Work with Marketing & Public Relations to promote it.

INSTITUTIONAL REPOSITORY (FUSE)

Track Furman Scholarship
Establish methods for tracking the scholarly publications of Furman faculty and staff.

Incorporate Senior Theses or Dissertations into FUSE
Work with Departments on campus who produce senior theses, dissertations, or projects and work on a plan to add those into FUSE.

Special Collections Collaborations
Identify projects for uploading Special Collections and Archives content into FUSE. Work with Jeff and Julia as well as the Digital Collections Center.
Discover Services Annual Report 2015
Goals 2015-2016

Develop Strategic Planning Document and Goals
Develop an open access environmental scan with goals, and develop a plan for meeting those goals.

LIBRARY SYSTEMS
OPAC Look-Up Stations
Coordinate with ITS to replace the physical OPAC stations. Update the operating system to Windows 7 and ensure that the workstations boot in kiosk mode.

Update Library Catalog Interface
Update the design of the Library Catalog by implementing a new example set.

Patron Initiated Holds
Collaborate with Access Services to enable patron initiated holds within Millennium.

Review of Library Systems
Based on the report of the PASCAL Infrastructure Review Task Force, determine the need for Furman Libraries to review and select a new ILS, Discovery Layer, and other library systems. If it is determined that such a review is needed, establish a timeline for this process.

WEB DISCOVERY
Migrate Content from LibGuides CMS into LibGuides CMS v2
Continue the work to build responsive web templates in LibGuides CMS v2. Ensure that the templates support accessibility standards. Optimize custom functionality and layouts for responsiveness. Overall, strive to build a responsive website that will represent best practices for the LibGuides CMS v2 environment. Test the templates and begin migration of the website.

Special Collections and Archives Web Content (SP 1.1 C)
Work with Special Collections and Archives to plan for the migration of their web content from the legacy web server into LibGuides CMS v2. Explore options for hosting online finding aid content.

ADDITIONAL DISCOVERY SERVICES PROJECTS
Job Descriptions
Coordinate with Library Administration to ensure Human Resources has the most up-to-date Discovery Services job descriptions. Update the job descriptions for the Cataloging and Metadata Librarian and Digital Collections Specialist as needed.

Special Collections and Archives Discoverability (SP 1.1 C)
Work with Special Collections and Archives to identify potential solutions for their online finding aids and work towards migrating their website into LibGuides CMS v2.
Division Statistics

CATALOGING STATISTICS

Cataloging Statistics: Items Added to the Catalog, 2014-2015
392,092 titles were cataloged. 97% of these items were electronic MARC records uploaded into the Catalog for e-books, e-journals, and streaming video.

** Electronic records, representing serials and books, are updated in the catalog monthly. The number of these records fluctuates monthly as titles are removed and added. This number represents the average number of e-books and e-journals added in a typical Catalog load.

7,936 physical titles were cataloged this year. That is a 3% decrease from last year.
8,094 physical items were processed. That is almost a 1% increase from last year.
Cataloging Statistics: Total Items in the Catalog as of June 2015
The following chart demonstrates the total number of items in the Catalog broken down by format.

** Electronic records, representing books and serials, are updated in the catalog monthly. This number represents the approximate number of e-books and e-journals in the Catalog as of June 30, 2015.

266,616 e-books were cataloged this year. This is a 48% increase from last year.
The cost of outsourcing authority control increased by 80% compared to last year. This year’s higher costs are the result of adding more e-books and the increase of our semi-annual run fee.

<table>
<thead>
<tr>
<th>Subscription FY13/14:</th>
<th>$37,698</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per record total</td>
<td>$33,698</td>
</tr>
<tr>
<td>Semi-annual updates</td>
<td>$4,000</td>
</tr>
</tbody>
</table>

Bibliographic records sent: 202,358
Total headings checked: 919,309
Avg. headings per record: 4.54

Authority records added: 54,960
Names: 43,231
Subjects: 11,729

Average cost per heading: $0.04
Average cost per record: $0.19

Rush Requests
Rush requests are created at the point of order or from the catalog. These requests are cataloged and physically processed within 24 hours of the request being brought to the Cataloging Department. Books selected for the Leisure Reading collection are also considered rush requests. They are cataloged within 24 hours and are processed ahead of all other books (though not always in 24 hours). 617 rush requests were submitted. 352 (57%) were for the general collections, 265 (43%) were for Leisure Reading.

Titles withdrawn: 52,546 *
Items withdrawn: 32,191 **

* 47,423 titles from the Government Documents withdrawal project
** 28,772 items from the Government Documents withdrawal project
DIGITAL COLLECTIONS STATISTICS

The Digital Collections Center is in the process of migrating digital collections from the legacy platform LUNA into the new platform CONTENTdm. The statistics below reflect the fact that digital collections have been stored in two different platforms this fiscal year.

<table>
<thead>
<tr>
<th>Collection Level Statistics</th>
<th>Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collections in CONTENTdm</td>
<td>7*</td>
</tr>
<tr>
<td>Collections in LUNA</td>
<td>32</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>39</strong>*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item Level Statistics</th>
<th>Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Media in LUNA</td>
<td>53,055</td>
</tr>
<tr>
<td>Items in CONTENTdm</td>
<td>33,304*</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>86,359</strong>*</td>
</tr>
</tbody>
</table>

* The Peter Wexler Digital Museum numbers are not included in these statistics.

Digital Collections Statistics: Digitization Projects by Type, 2008 – 2015
In past annual report, only online digital collections were tallied in the statistics. However, since its inception, the Digital Collections Center has digitized multiple collections for use in classes and for faculty research that were stored and used offline. Including these offline collections in the statistics provides a more accurate representation of the work of the Digital Collections Center.
Discov ery Services Annual Report 2015
Statistics

The following chart tracks the number of digital objects available through LUNA and CONTENTdm from the launch of the digital collections repository in 2008 until current. In the beginning, the majority of collections were restricted to Furman access only. Now the number of items available to public users eclipses the number of Furman restricted collections.

![Chart showing the number of digital objects available online from 2008 to 2015.]

The following chart shows the use of digital collections in LUNA and CONTENTdm broken down by partnering departments:

<table>
<thead>
<tr>
<th>Department Name</th>
<th>Number of Collections</th>
<th>Number of Page Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library</td>
<td>16</td>
<td>54,898</td>
</tr>
<tr>
<td>Other</td>
<td>8</td>
<td>18,472</td>
</tr>
<tr>
<td>History</td>
<td>6</td>
<td>5,064</td>
</tr>
<tr>
<td>Modern Languages and Literatures</td>
<td>3</td>
<td>39</td>
</tr>
<tr>
<td>Education</td>
<td>2</td>
<td>4,707</td>
</tr>
<tr>
<td>Earth and Environmental Sciences</td>
<td>2</td>
<td>3,907</td>
</tr>
<tr>
<td>University Administration</td>
<td>2</td>
<td>168</td>
</tr>
</tbody>
</table>
This chart tracks the usage of digital collections in LUNA for the last five fiscal years. Usage of the digital collections in LUNA has decreased 13% over the last year. This decline in usage is likely due to the fact that many of the more popular collections (such as Yearbooks) have been migrated into CONTENTdm, and that the South Carolina Digital Library website can no longer provide direct access to LUNA collections due to technical incompatibility.

The spike in usage during January 2014 is likely due to an e-mail that Christy Allen sent to faculty project partners regarding their collections in LUNA and explaining about the migration to CONTENTdm.

This chart tracks the usage of digital collections in CONTENTdm. Google Analytics wasn't applied to CONTENTdm until September of 2014, so this only shows ten months worth of usage statistics.

The spike in usage during April 2015 is likely due to an e-mail that Christy Allen sent to faculty project partners regarding the migration to CONTENTdm.

Usage of the public Digital Collections has decreased 12% over the past year. The top 3 most used digital collections are: Student Newspapers, Furman ROTC, and New Campus Photos. The decrease in usage may be related to several significant changes that occurred over the past year. The Ware Family Manuscripts, Documentaries in the History of Modern Europe, and Travels of Robert Tucker were formerly restricted collections that were made public. The South Carolina Digital Library website could no longer provide access to collections in LUNA. The Homer Multitext Manuscripts was deleted from LUNA, and 4 collections were migrated into CONTENTdm.
17 collections in LUNA are only accessible to those with a Furman NetID and password. These collections are restricted due to copyright permissions, privacy, or faculty request. Usage of Furman restricted-access digital collections has remained consistently low and has decreased by 68% since last year. The top 3 most used collections are: A History of Costumes, The Art Department Slide Library, and the Furman Trustees Minutes.

<table>
<thead>
<tr>
<th>Location</th>
<th>Description</th>
<th>Storage Capacity</th>
<th>Storage Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>fushare\digicenter</td>
<td>Contains files for in-process collections. Original scans and all derivative files for a collection are stored here until the project is done</td>
<td>1.50 TB</td>
<td>969 GB</td>
</tr>
<tr>
<td>ngstore2\digicenter</td>
<td>Contains files from completed projects, containing original scans and all derivative files. Includes 2 TB worth of files associated with the Peter Wexler Digital Museum.</td>
<td>9.00 TB</td>
<td>882 GB</td>
</tr>
</tbody>
</table>
INSTITUTIONAL REPOSITORY (FUSE) STATISTICS
FUSE was launched in October of 2014, so these statistics do not cover the full 12 month range.

FUSE Contributions Broken Down by Record Type, 2014 – 2015
There are 685 total records in FUSE. 211 of those records include full text. The remaining 474 are citation only records from Furman Engaged!

Full-Text FUSE Records Broken Down by Scholar Type, 2014 – 2015
There are 211 full-text records in FUSE. 165 of the records have student authors, 46 have faculty authors, and 9 have staff authors. Many of these papers have multiple authors with more than one scholar type, so the sum of the authors is greater than 211.
Full-Text FUSE Records Broken Down by Department, 2014 – 2015

Only the departments with contributions in FUSE are listed in the chart below.

Website Usage, 2014 – 2015
The following usage statistics were gathered from Google Analytics. The spike in usage was during the week of Furman Engaged! There were 2,552 visitors during that week alone.
10 Most Downloaded Items, 2014 – 2015

There have been 2,407 downloads from FUSE since it was launched. The 10 most frequently downloaded items appear below:

<table>
<thead>
<tr>
<th>Item Name</th>
<th>Author</th>
<th>Number of Downloads</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Spirits and Mermaids: The Copperbelt <em>Chitapo</em></td>
<td>Brian Siegel</td>
<td>147</td>
</tr>
<tr>
<td>Chipimpi, Vulgar Clans, and Lala-Lamba Ethnohistory</td>
<td>Brian Siegel</td>
<td>137</td>
</tr>
<tr>
<td>Student-Directed Blended Learning with Facebook Groups and Streaming Media: Media in Asia at Furman University</td>
<td>Tami Blumenfield</td>
<td>121</td>
</tr>
<tr>
<td>The &quot;Wild&quot; and &quot;Lazy&quot; Lamba: Ethnic Stereotypes on the Central African Copperbelt</td>
<td>Brian Siegel</td>
<td>116</td>
</tr>
<tr>
<td>Furman University Scholar Exchange (FUSE) Institutional Repository Guidelines</td>
<td>Andrea Wright and Christy Allen</td>
<td>114</td>
</tr>
<tr>
<td>Grocery Store Botany</td>
<td>Laura Thompson</td>
<td>88</td>
</tr>
<tr>
<td>Mulberry Paper Making</td>
<td>Laura Thompson</td>
<td>87</td>
</tr>
<tr>
<td>Vascular Plant Anatomy</td>
<td>Laura Thompson</td>
<td>81</td>
</tr>
</tbody>
</table>

Activity in the Digital Commons Network

The Digital Commons Network contains content from all the institutions that use Digital Commons, the platform that powers FUSE. Each month, the Digital Commons Network identifies the institutions that have the most popular content in a specific discipline. Here are the times when content in FUSE has been the most popular in the Network.

<table>
<thead>
<tr>
<th>Content</th>
<th>Discipline</th>
<th>Date</th>
<th>Number of Monthly Downloads</th>
</tr>
</thead>
<tbody>
<tr>
<td>African history articles by Anthropology professor Brian Siegel</td>
<td>Arts and Humanities: African History</td>
<td>October 2014</td>
<td>94</td>
</tr>
</tbody>
</table>
FUSE Support and Training
The FUSE Administrators provided the following support opportunities for Furman faculty and staff:

4 Workshops
39 Consultation and Training Meetings
10 Campus Presentations

Digital Commons Benchmarking Numbers, 2014 – 2015
Bepress, the vendor who creates and manages the Digital Commons software that powers FUSE, maintains benchmarking numbers and percentages for all their customers who have been using the software for more than a year. Furman has only been using the software for 9 months, so there are no benchmarking percentages available. However, the benchmark numbers are available and listed below. These numbers will be used for comparison purposes in the subsequent years:

<table>
<thead>
<tr>
<th>Benchmark</th>
<th>Description</th>
<th>Number</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Growth</td>
<td>The number of full text objects added to FUSE.</td>
<td>211</td>
<td></td>
</tr>
<tr>
<td>Breadth</td>
<td>The number of different series, conferences, or journals that have had at least 1 item added to them.</td>
<td>17</td>
<td></td>
</tr>
<tr>
<td>Demand</td>
<td>The total number of downloads divided by the number of full text objects.</td>
<td>11</td>
<td></td>
</tr>
</tbody>
</table>
LIBRARY SYSTEMS STATISTICS


<table>
<thead>
<tr>
<th>Year</th>
<th>Number of Support Requests</th>
<th>Average Resolution Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-2014</td>
<td>133</td>
<td>3 days</td>
</tr>
<tr>
<td>2014-2015</td>
<td>93</td>
<td>3 days</td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Year</th>
<th>Number of Purchase Requests</th>
<th>Amount Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012-2013</td>
<td>39</td>
<td>$18,649</td>
</tr>
<tr>
<td>2013-2014</td>
<td>25</td>
<td>$13,166</td>
</tr>
<tr>
<td>2014-2015</td>
<td>37</td>
<td>$12,737</td>
</tr>
</tbody>
</table>

The Library spent $429 less on technology purchase requests this year compared to last year.


The following chart breaks down the hardware currently being supported by Library Systems. In the case of desktop and laptop computers, printers, digital projects, and the flatscreens, Ryan liaises with the appropriate ITS personnel to troubleshoot any problems and resolve any difficulties.

The number of computer workstations supported by Library Systems has remained relatively unchanged over the past three years. However, the PC to Mac ratio has changed in the past year. 25% of all workstations (38 total) are now Macs. This is a 2% increase from the previous year when Macs accounted for 23% of Library workstations.
WEB DISCOVERY STATISTICS

Library web pages lived on 2 platforms in 2014-2015: the Library legacy server and LibGuides. The statistics are broken down accordingly below:

<table>
<thead>
<tr>
<th>Library Web Pages</th>
<th>Total Pageviews</th>
<th>Desktop Pageviews</th>
<th>% Desktop Pageviews</th>
<th>Tablet Pageviews</th>
<th>% Tablet Pageviews</th>
<th>Mobile Pageviews</th>
<th>% Mobile Pageviews</th>
<th>Mobile + Tablet Pageviews</th>
<th>% Mobile + Tablet Pageviews</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Library Websites (legacy)</td>
<td>73,363</td>
<td>58,434</td>
<td>79.7%</td>
<td>6,452</td>
<td>8.8%</td>
<td>8,477</td>
<td>11.6%</td>
<td>14,929</td>
<td>20.3%</td>
</tr>
<tr>
<td>All Library Websites (LibGuides)</td>
<td>543,566</td>
<td>515,974</td>
<td>94.9%</td>
<td>10,323</td>
<td>1.9%</td>
<td>17,269</td>
<td>3.2%</td>
<td>27,592</td>
<td>5.1%</td>
</tr>
<tr>
<td>Library Websites (combined)</td>
<td>616,929</td>
<td>574,408</td>
<td>93.1%</td>
<td>16,775</td>
<td>2.7%</td>
<td>25,746</td>
<td>4.2%</td>
<td>42,521</td>
<td>6.9%</td>
</tr>
<tr>
<td>Main Library (legacy)</td>
<td>1,132</td>
<td>1,069</td>
<td>94.4%</td>
<td>44</td>
<td>3.9%</td>
<td>19</td>
<td>1.7%</td>
<td>63</td>
<td>5.6%</td>
</tr>
<tr>
<td>Main Library (LibGuides)</td>
<td>543,566</td>
<td>477,370</td>
<td>87.8%</td>
<td>9,717</td>
<td>1.8%</td>
<td>15,855</td>
<td>2.9%</td>
<td>25,572</td>
<td>4.7%</td>
</tr>
<tr>
<td>Main Library (combined)</td>
<td>544,698</td>
<td>478,439</td>
<td>87.8%</td>
<td>9,761</td>
<td>1.8%</td>
<td>15,914</td>
<td>2.9%</td>
<td>25,635</td>
<td>4.7%</td>
</tr>
<tr>
<td>Special Collections (legacy)</td>
<td>72,231</td>
<td>57,365</td>
<td>79.4%</td>
<td>6,408</td>
<td>8.9%</td>
<td>8,458</td>
<td>11.7%</td>
<td>14,866</td>
<td>20.6%</td>
</tr>
<tr>
<td>Special Collections (LibGuides)</td>
<td>154</td>
<td>139</td>
<td>90.3%</td>
<td>12</td>
<td>7.8%</td>
<td>3</td>
<td>1.9%</td>
<td>15</td>
<td>9.7%</td>
</tr>
<tr>
<td>Special Collections (combined)</td>
<td>72,385</td>
<td>57,504</td>
<td>79.4%</td>
<td>6,420</td>
<td>8.9%</td>
<td>8,461</td>
<td>11.7%</td>
<td>14,881</td>
<td>20.6%</td>
</tr>
<tr>
<td>Music Library (LibGuides)</td>
<td>12,786</td>
<td>11,844</td>
<td>92.6%</td>
<td>10,323</td>
<td>80.7%</td>
<td>698</td>
<td>5.5%</td>
<td>942</td>
<td>7.4%</td>
</tr>
<tr>
<td>Science Library (LibGuides)</td>
<td>19,523</td>
<td>18,924</td>
<td>96.4%</td>
<td>153</td>
<td>0.8%</td>
<td>548</td>
<td>2.8%</td>
<td>701</td>
<td>3.6%</td>
</tr>
<tr>
<td>Digital Collections (LibGuides)</td>
<td>3,000</td>
<td>2,721</td>
<td>90.7%</td>
<td>165</td>
<td>5.5%</td>
<td>113</td>
<td>3.8%</td>
<td>279</td>
<td>9.3%</td>
</tr>
</tbody>
</table>

Summary of web usage
- Overall, pageviews are down by about 6.5%.
- The overall percentage of mobile pageviews are up from 2.5% to 4.2%.
- The overall percentage of tablet pageviews are steady at 2.7% (vs. 2.8% last year).
- The overall percentage of mobile + tablet pageviews has jumped from 5.2% to 6.9%.
- It is worth noting that the mobile + table pageviews for the Special Collections website is 20.6%. Preliminary investigations have been unable to account for this surprisingly high number.
There were 616,929 pageviews for the Libraries' websites in 2014 – 2015.

The following chart shows the 20 most-viewed web pages across LibGuides and the Special Collections website.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Web Page Name</th>
<th>URL</th>
<th>Page Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Home Page</td>
<td>libguides.furman.edu/library/home</td>
<td>228,795</td>
</tr>
<tr>
<td>2</td>
<td>All Databases</td>
<td>libguides.furman.edu/alldatabases</td>
<td>26,216</td>
</tr>
<tr>
<td>3</td>
<td>Research by Subject</td>
<td>libguides.furman.edu/bysubject</td>
<td>13,714</td>
</tr>
<tr>
<td>4</td>
<td>Science Library Home</td>
<td>libguides.furman.edu/science/home</td>
<td>12,912</td>
</tr>
<tr>
<td>5</td>
<td>Music Library Home</td>
<td>libguides.furman.edu/music/home</td>
<td>8,793</td>
</tr>
<tr>
<td>6</td>
<td>Main Library Hours</td>
<td>libguides.furman.edu/mainlibhours</td>
<td>5,328</td>
</tr>
<tr>
<td></td>
<td>LibGuides Landing Page</td>
<td>libguides.furman.edu/</td>
<td>4,516</td>
</tr>
<tr>
<td>7</td>
<td>Baptist Church Files</td>
<td>/specialcollections/baptist/baptist_church_files.htm</td>
<td>4,250</td>
</tr>
</tbody>
</table>

The following chart shows the 30 most viewed links in LibGuides. With the exception of the Furman Classic Catalog and the ILLiad Login, these links are all for databases.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Database Name</th>
<th>Link Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>JSTOR</td>
<td>5,416</td>
</tr>
<tr>
<td>2</td>
<td>Academic Search Premier</td>
<td>4,775</td>
</tr>
<tr>
<td>3</td>
<td>PsycINFO</td>
<td>3,677</td>
</tr>
<tr>
<td>4</td>
<td>PubMed</td>
<td>1,991</td>
</tr>
<tr>
<td>5</td>
<td>Web of Science</td>
<td>1,961</td>
</tr>
<tr>
<td>6</td>
<td>WorldCat Discovery</td>
<td>1,544</td>
</tr>
<tr>
<td>7</td>
<td>Biological Sciences</td>
<td>1,334</td>
</tr>
<tr>
<td>8</td>
<td>Factiva</td>
<td>1,232</td>
</tr>
</tbody>
</table>

---

2 This error page appears when a student who is taking the quiz at the end of the tutorial enters in incorrect answer to one of the questions.

In 2014, Scott Salzman implemented the ability to track the number of users clicking on the chat button in the website header:

<table>
<thead>
<tr>
<th>Function</th>
<th>Number of Clicks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chat Button in Library Header - Online:</td>
<td>483</td>
</tr>
<tr>
<td>Chat Button in Library Header - Offline:</td>
<td>162</td>
</tr>
</tbody>
</table>

90% of all chat button clicks come from the Main Library and Science Library pages combined.

In 2014, Scott Salzman implemented the ability to track the use of the Library Search Tools appearing in the website header. 32,368 searches were conducted from the website header. 89% were conducted from one of the Libraries' home pages:

- Catalog Searches (24,318)
- Summon Searches (5,332)
- Journals Searches (1,588)
- Digital Collections Searches (664)
- Website (466)
ADDITIONAL DISCOVERY SERVICES STATISTICS

The following chart indicates the number of users who visited and/or searched Millennium from 2011-2015. Total searches and searches per visit have dropped by approximately 62% over the past 4 years. The data was collected from the Search Statistics Report compiled by Nancy Sloan from Millennium as well as the “Alcuin” account on Google Analytics.
Discovery Services Annual Report 2015
Statistics

Additional Discovery Statistics: Searches Conducted in Millennium by Time, 2012-2015
The following chart breaks down number of searches by day of the week and time of day. The data was collected from the Search Statistics Report compiled by Nancy Sloan from Millennium.

![Chart showing search distribution by day and time]

Millennium is most frequently used on Sunday and least frequently used on Friday.

Millennium sees the highest usage:
12am – 3am (33.2%).
1pm – 4pm (18.87%)

Millennium sees the least amount of usage:
5am – 8am (1.0%).


<table>
<thead>
<tr>
<th>Search Name</th>
<th>Search Type</th>
<th>Number of Searches</th>
</tr>
</thead>
<tbody>
<tr>
<td>[blank]³</td>
<td>Keyword Search</td>
<td>490</td>
</tr>
<tr>
<td>hq767.5.u5 m34 2014⁴</td>
<td>LC Call Number Search</td>
<td>392</td>
</tr>
<tr>
<td>(charlotte perkins gilman d:(letters or diar* or</td>
<td>Keyword Search</td>
<td>169</td>
</tr>
<tr>
<td>(*)⁵</td>
<td>Keyword Search</td>
<td>127</td>
</tr>
<tr>
<td>abortion moral and ethical aspects united states</td>
<td>Subject Search</td>
<td>112</td>
</tr>
</tbody>
</table>

³ No search term was entered. The user just clicked the “search” button.
⁴ For the title "Pro-life, pro-choice: shared values in the abortion debate" by Bertha Alvarez Manninen.
⁵ Entering an * in the search field allows you to browse the Catalog. This is not generally advertised, so it’s likely these are searches being conducted by library personnel.
## Discovery Services Annual Report 2015

### Statistics

<table>
<thead>
<tr>
<th>Search Name</th>
<th>Search Type</th>
<th>Number of Searches</th>
</tr>
</thead>
<tbody>
<tr>
<td>music europe 20th century history and criticism</td>
<td>Subject Search</td>
<td>104</td>
</tr>
<tr>
<td>rap musicians cameroon</td>
<td>Subject Search</td>
<td>103</td>
</tr>
<tr>
<td>4194209⁶</td>
<td>ISBN/ISSN Search</td>
<td>102</td>
</tr>
<tr>
<td>ml197 .c855 2014⁷</td>
<td>LC Call Number Search</td>
<td>101</td>
</tr>
<tr>
<td>mt145.s45 f36 2004⁸</td>
<td>LC Call Number Search</td>
<td>100</td>
</tr>
</tbody>
</table>


The table below details how many searches within the Library Catalog retrieved no records, 1 record, 2-8 records, etc., up to searches retrieving 5,000 or more records. Of note is the high percentage of 1 search retrieving 1 record. This may indicate that users are being redirected from Summon or that patrons are becoming increasingly savvy at constructing effective searches. Also of interest is the low percentage of searches with no direct retrievals.

<table>
<thead>
<tr>
<th>Number of Records Retrieved in a Search</th>
<th>Number of Searches</th>
<th>Percentage of Total Searches</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 records</td>
<td>43,122</td>
<td>14%</td>
</tr>
<tr>
<td>1 record</td>
<td>188,609</td>
<td>61%</td>
</tr>
<tr>
<td>2-8 records</td>
<td>21,127</td>
<td>7%</td>
</tr>
<tr>
<td>9-30 records</td>
<td>16,451</td>
<td>5%</td>
</tr>
<tr>
<td>31-99 records</td>
<td>12,644</td>
<td>4%</td>
</tr>
<tr>
<td>100-499 records</td>
<td>10,958</td>
<td>4%</td>
</tr>
<tr>
<td>500-4,999 records</td>
<td>6,071</td>
<td>1%</td>
</tr>
<tr>
<td>5,000 or more</td>
<td>13,728</td>
<td>4%</td>
</tr>
</tbody>
</table>

Average records retrieved per search: 1291


Advanced keyword searching in the Catalog allows patrons to better define search queries by adding qualifiers or limits. These qualifiers are recorded as part of each keyword search. While it is almost impossible to analyze every keyword search, there are certain qualifiers and limits that can be easily identified. Here are some of those limits:

---

⁶ ISSN Number for "Dissertation abstracts international. A. The humanities and social sciences"
⁷ Call Number for "Crosscurrents: American and European music in interaction, 1900-2000"
⁸ Call Number for "Shostakovich, String quartet no. 8" by Peter Wuteh Vakunta
### Advanced search behavior

<table>
<thead>
<tr>
<th>Advanced search behavior</th>
<th>Number of searches</th>
<th>Percentage of total keyword searches</th>
</tr>
</thead>
<tbody>
<tr>
<td>Searches containing “a:” (author search), “s:” (subject search) “t:” (title search)</td>
<td>6,549</td>
<td>5%</td>
</tr>
<tr>
<td>Searches containing parentheses or quotation marks</td>
<td>51,956</td>
<td>40%</td>
</tr>
<tr>
<td>Searches using scopes 1-15</td>
<td>20,947</td>
<td>16%</td>
</tr>
<tr>
<td>Searches sorted by relevance, date or title</td>
<td>26,359</td>
<td>20%</td>
</tr>
<tr>
<td>Searches limited by material type</td>
<td>457</td>
<td>0.4%</td>
</tr>
<tr>
<td>Searches limited by collection</td>
<td>380</td>
<td>0.29%</td>
</tr>
</tbody>
</table>

### Additional Discovery Statistics: Search by Index, 2014-2015

This analysis provides information on how often each index has been used and how well it is performing. The Keyword Index is, by far, the most popular. This is not surprising since it is the default in the search tools in the header of the Library’s website.

<table>
<thead>
<tr>
<th>Index Name</th>
<th>Number of searches</th>
<th>Percentage of total searches</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keyword</td>
<td>129,899</td>
<td>73%</td>
</tr>
<tr>
<td>Titles</td>
<td>18,210</td>
<td>10%</td>
</tr>
<tr>
<td>Publisher’s Number</td>
<td>11,433</td>
<td>6%</td>
</tr>
<tr>
<td>Authors</td>
<td>6,619</td>
<td>4%</td>
</tr>
<tr>
<td>Subjects</td>
<td>4,351</td>
<td>2%</td>
</tr>
<tr>
<td>OCLC Numbers</td>
<td>3,244</td>
<td>2%</td>
</tr>
<tr>
<td>LC Call Numbers</td>
<td>2,642</td>
<td>1%</td>
</tr>
<tr>
<td>Other</td>
<td>832</td>
<td>0.5%</td>
</tr>
<tr>
<td>Children’s Subjects</td>
<td>424</td>
<td>0.2%</td>
</tr>
<tr>
<td>Courses (Reserves)</td>
<td>418</td>
<td>0.2%</td>
</tr>
<tr>
<td>Government Documents Number</td>
<td>334</td>
<td>0.2%</td>
</tr>
<tr>
<td>Professors (Reserves)</td>
<td>245</td>
<td>0.1%</td>
</tr>
<tr>
<td>Dewey Call Numbers</td>
<td>111</td>
<td>0.06%</td>
</tr>
</tbody>
</table>
Publisher’s Number Searches: ISSN, ISBN, Other

Millennium records Publisher’s Number searches including International Standard Serial Numbers (ISSN), International Standard Book Numbers (ISBN) and other numbers. These searches are created by patrons clicking on the “Check Furman catalog” button in databases. The percentages of these searches are: ISSN 52%, ISBN 45% and Other 3%.

ISSN searches constitute over half of all publisher number searches. Below is a chart that breaks down ISSN searches by Library of Congress call number.

Nancy conducted further analysis and discovered that there are over 1,500 unsuccessful ISSN searches. The majority of these unsuccessful searches are for serial titles that appear in both the EBSCO A-Z list and the Catalog as e-journals. The ISSN numbers from the searches, however, represent the paper serial title. That is why there is no match.
There are known technical difficulties with the ProQuest Summons statistics. It has been proven by numerous libraries to only track 1/3 to 1/4 of searches on the website. Because of this, Furman has added Google Analytics to Summon in early 2015. As such, next year’s Summon use statistics will provide a more accurate picture of usage.

Additional Discovery Statistics: Summon/Millennium Circulation Statistics
When a user runs a search in Summon and clicks on a record that is redirected to Millennium, the Search Statistics Report tracks this. Unfortunately, it was recently discovered that the Search Statistics report tracks other analytics including each time a Millennium record is accessed through LibGuides. This discovery led to the realization that there is no truly accurate method for correlating Summon and Millennium Circulation Statistics. For this reason, this statistic will be excluded from future annual reports.

Text Messages Sent from the Library Catalog, 2014 – 2015
Each catalog record in Millennium that corresponds to a physical item in our Library includes a "Text the Call Number" button allowing patrons to text themselves the call number. We began tracking the usage of this function in Google Analytics:

Text Messages Sent: 4,681
### Professional Development of the Division

**PRESENTATIONS, CONFERENCES, WORKSHOPS, TRAINING AND WEBINARS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Activity</th>
<th>Medium</th>
<th>Participant</th>
<th>Participant</th>
<th>Participant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 18 – Aug 19, 2014</td>
<td>New Faculty Advising Training</td>
<td>Training</td>
<td>In-person</td>
<td>Christy Allen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aug 21, 2014</td>
<td>Furman University Scholar Exchange. (Faculty Retreat)</td>
<td>Presentation</td>
<td>In-person</td>
<td>Christy Allen</td>
<td>Andrea Wright</td>
<td></td>
</tr>
<tr>
<td>Oct 14, 2014</td>
<td>Library UX: Strategic Branding and Identity Development</td>
<td>Webinar</td>
<td>Online</td>
<td>Scott Salzman</td>
<td>Christy Allen</td>
<td></td>
</tr>
<tr>
<td>Oct 22, 2014</td>
<td>All the World’s a Stage: Digitizing Theatrical Materials (South Carolina Library Association)</td>
<td>Presentation</td>
<td>In-Person</td>
<td>Rick Jones</td>
<td>Scott Salzman</td>
<td>Christy Allen</td>
</tr>
<tr>
<td>Oct 28, 2014</td>
<td>Staff Technology Liaison Meeting</td>
<td>Training</td>
<td>In-person</td>
<td>Ryan Lazar</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct 29, 2014</td>
<td>Furman University Scholar Exchange (Faculty Technology Liaison Meeting)</td>
<td>Presentation</td>
<td>In-person</td>
<td>Christy Allen</td>
<td>Andrea Wright</td>
<td></td>
</tr>
<tr>
<td>Nov 10, 2014</td>
<td>ArchivesSpace Hosting Services Demo (LYRASIS)</td>
<td>Demo</td>
<td>Online</td>
<td>Scott Salzman</td>
<td>Christy Allen</td>
<td></td>
</tr>
<tr>
<td>Nov 11, 2014</td>
<td>Finding a Common Language: Putting Software Development</td>
<td>Webinar</td>
<td>Online</td>
<td>Scott Salzman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Name</td>
<td>Activity</td>
<td>Medium</td>
<td>Participant</td>
<td>Participant</td>
<td>Participant</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------</td>
<td>-----------------------------------------------</td>
<td>---------------</td>
<td>-------------------</td>
<td>-------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Nov 12, 2014</td>
<td>NISO Webinar: Keyword Search = &quot;Improve Discovery Systems&quot;</td>
<td>Webinar</td>
<td>Online</td>
<td>Christy Allen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nov 13, 2014</td>
<td>Creative Staffing Solutions for Institutional Repositories</td>
<td>Webinar</td>
<td>Online</td>
<td>Christy Allen</td>
<td>Andrea Wright</td>
<td></td>
</tr>
<tr>
<td>Nov 14, 2014</td>
<td>Moving Beyond Static Forms (from Orbitz Ideas 2011)</td>
<td>Vimeo Recording</td>
<td>Online</td>
<td>Scott Salzman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nov 14, 2014</td>
<td>Furman University Scholar Exchange (Shi Center Affiliate Meeting)</td>
<td>Presentation</td>
<td>In-person</td>
<td>Christy Allen</td>
<td>Andrea Wright</td>
<td></td>
</tr>
<tr>
<td>Dec 11, 2014</td>
<td>ACS Copyright Workshop</td>
<td>Webinar</td>
<td>Online</td>
<td>Christy Allen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dec 18, 2014</td>
<td>Summon Update Customer Webinar</td>
<td>Webinar</td>
<td>Online</td>
<td>Christy Allen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 9, 2015</td>
<td>ALICE Training</td>
<td>Training</td>
<td>In-Person</td>
<td>Discovery Services Personnel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 20, 2015</td>
<td>Hacking Summon 2.0 the Elegant Way (ProQuest)</td>
<td>Webinar</td>
<td>Online</td>
<td>Scott Salzman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 30, 2015</td>
<td>BookDrive Pro Scanner and Software</td>
<td>Training</td>
<td>In-Person</td>
<td>Kathie Sloan</td>
<td>Rick Jones</td>
<td>Ryan Lazar</td>
</tr>
<tr>
<td>Feb 11, 2015</td>
<td>Authority control: are you who we say you are?</td>
<td>Webinar</td>
<td>Online</td>
<td>Nancy Sloan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb 13, 2015</td>
<td>From Silos to (Archives)Space: Moving Legacy Finding Aids Online as a Multi-</td>
<td>Webinar</td>
<td>Online</td>
<td>Scott Salzman</td>
<td>Christy Allen</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Name</td>
<td>Activity</td>
<td>Medium</td>
<td>Participant</td>
<td>Participant</td>
<td>Participant</td>
</tr>
<tr>
<td>--------------------</td>
<td>-------------------------------</td>
<td>-----------------------------------------------</td>
<td>----------</td>
<td>----------------------</td>
<td>---------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Feb 19, 2015</td>
<td>Rethinking the ILS</td>
<td>Webinar</td>
<td>Online</td>
<td>Nancy Sloan</td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 3 – May 8 2015</td>
<td>Metadata for Digital Collections (University of Wisconsin - Milwaukee)</td>
<td>Class Online</td>
<td>Nancy Sloan Rick Jones Kathie Sloan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 11, 2015</td>
<td>Millennium Create Lists Basics (Innovative)</td>
<td>Training Online</td>
<td>Ryan Lazar Nancy Sloan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 12, 2015</td>
<td>Future of libraries</td>
<td>Webinar</td>
<td>Online</td>
<td>Nancy Sloan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 13, 2015</td>
<td>ArticleReach Demo Demo (Innovative)</td>
<td>Webinar Online</td>
<td>Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apr 8, 2015</td>
<td>Experimenting with BIBFRAME: Reports from Early Adopters (NISO)</td>
<td>Webinar Online</td>
<td>Nancy Sloan Scott Salzman Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apr 23, 2015</td>
<td>WorldCat Discovery Demo (OCLC)</td>
<td>Demo In-person</td>
<td>Nancy Sloan Ryan Lazar Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apr 29, 2015</td>
<td>NISO Assessment Virtual Conference (NISO)</td>
<td>Conference Online</td>
<td>Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apr 30, 2015</td>
<td>South Carolina Digital Library – Midlands Meeting</td>
<td>Conference In-person</td>
<td>Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 13, 2015</td>
<td>From MARC to BIBFRAME: an introduction</td>
<td>Webinar Online</td>
<td>Nancy Sloan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 13, 2015</td>
<td>CRL Collections and Services</td>
<td>Webinar Online</td>
<td>Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 14, 2015</td>
<td>Integrated Library Systems</td>
<td>Webinar Online</td>
<td>Nancy Sloan Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 20, 2015</td>
<td>Worldshare Management Services Chat (OCLC)</td>
<td>Training Online</td>
<td>Nancy Sloan Ryan Lazar Christy Allen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 2015</td>
<td>Mobile Design Essentials (from Conversions@Google 2015)</td>
<td>Youtube Recording Online</td>
<td>Scott Salzman</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Professional Development

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Activity</th>
<th>Medium</th>
<th>Participant</th>
<th>Participant</th>
<th>Participant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jun 6, 2015</td>
<td>Southeastern Digital Commons Users Group</td>
<td>Conference</td>
<td>In-Person</td>
<td>Christy Allen</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jun 16, 2015</td>
<td>Intota Demonstration (Proquest)</td>
<td>Demo</td>
<td>In-Person</td>
<td>Nancy Sloan</td>
<td>Ryan Lazar</td>
<td>Christy Allen</td>
</tr>
</tbody>
</table>

## COMMITTEE INVOLVEMENT

<table>
<thead>
<tr>
<th>Committee Name</th>
<th>Committee Type</th>
<th>Participant</th>
<th>Time Served</th>
<th>Participation Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Computing Committee</td>
<td>University Committee</td>
<td>Christy Allen</td>
<td>2014 – current</td>
<td>Library Resource Member</td>
</tr>
<tr>
<td>Digital Sign Review Committee</td>
<td>ITS Workgroup</td>
<td>Rick Jones</td>
<td>Jul 2014 – Sep 2014</td>
<td>Member</td>
</tr>
<tr>
<td>Disaster Preparedness Committee</td>
<td>Library Committee</td>
<td>Ryan Lazar</td>
<td>2002 – 2007, revived 2015</td>
<td>Member</td>
</tr>
<tr>
<td>Enterprise Content Management Workgroup</td>
<td>ITS Workgroup</td>
<td>Christy Allen</td>
<td>May 2014 – Aug 2014</td>
<td>Member</td>
</tr>
<tr>
<td>Ethel Carlisle Southern Scholarship Committee</td>
<td>Library Committee</td>
<td>Nancy Sloan</td>
<td>Jan 2015 – Apr 2015</td>
<td>Chair</td>
</tr>
<tr>
<td>Furman University Scholar Exchange Implementation Team</td>
<td>Library Workgroup</td>
<td>Christy Allen</td>
<td>May 2014 – Oct 2015</td>
<td>Co-chair</td>
</tr>
<tr>
<td>ITS Instructional Technology Group</td>
<td>ITS Workgroup</td>
<td>Christy Allen</td>
<td>Jan 2013 – current</td>
<td>Member</td>
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<tr>
<td>ITS User Services Group</td>
<td>ITS Workgroup</td>
<td>Ryan Lazar</td>
<td>2000 – current</td>
<td>Member</td>
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<tr>
<td>Library Student Advisory Group</td>
<td>Library Committee</td>
<td>Christy Allen</td>
<td>Aug 2014 – current</td>
<td>Member</td>
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<tr>
<td>PASCAL Infrastructure Review Task Force (IRTF)</td>
<td>Statewide Committee</td>
<td>Christy Allen</td>
<td>May 2015 – Oct 2015</td>
<td>Chair of Vendor Solutions Workgroup</td>
</tr>
<tr>
<td>Policies and Procedures Committee</td>
<td>University Committee</td>
<td>Scott Salzman</td>
<td>2013 – current</td>
<td>Member</td>
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<tr>
<td>Social Committee</td>
<td>Library Workgroup</td>
<td>Ryan Lazar</td>
<td>2000 – current</td>
<td>Member</td>
</tr>
<tr>
<td>South Carolina Digital Library Advisory Council (formerly</td>
<td>Statewide Committee</td>
<td>Christy Allen</td>
<td>2013 – current</td>
<td>Member</td>
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<tr>
<td>South Carolina Digital Council)</td>
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Committee Name | Committee Type | Participant | Time Served | Participation Level
--- | --- | --- | --- | ---
South Carolina Digital Library Upstate Planning Committee | Local Committee | Christy Allen | Apr 2015 – Jul 2015 | Member
Southeastern Digital Commons Users Group Meeting Planning Committee | Regional Committee | Christy Allen | Oct 2014 – Jun 2015 | Chair of Program Sub-Group
Special Collections Librarian and University Archivist Search Committee | Library Committee | Christy Allen | Nov 2014 – May 2015 | Member
University Web Projects Team | University Workgroup | Scott Salzman | 2011 – current | Member
Web Advisory Group | Library Workgroup | Christy Allen | 2014 – current | Chair
Web Advisory Group | Library Workgroup | Scott Salzman | 2014 – current | Member

PUBLICATIONS

<table>
<thead>
<tr>
<th>Article Name</th>
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<th>Publication Date</th>
<th>Author</th>
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<tr>
<td>Spooky LibGuides CMS Halloween Customization</td>
<td>Springshare blog</td>
<td>Oct 27, 2014</td>
<td>Talia Richards (Springshare)</td>
<td>Scott Salzman</td>
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