



www.cod.edu/library
FY2011 Fact Sheet

Library Activity

Active Library Cards: 42,149

Library Card Profile: 27,986 students; 12,306 community borrowers; and 1,857 faculty/staff

Gate Count: 765,099; average daily door counts range from 2,500 to 3,000+ when classes are in session

Circulation: Approximately 188,560 items circulated, and booking activity (equipment and media delivery) fell to 8,685 due to enhanced technology in classrooms. Use of group study rooms remained steady at 5,187.

Interlibrary Loan Activity: We completed 11,759 transactions a decrease of 3.4 % from FY2010. We provide online request forms.

Library Facility

Square Footage: 108,000 sq. ft. on two levels

Library Public Computers: 100+ desktop computers with access to the OPAC, Illinet, WorldCat, 90+ databases, Internet search engines, specially chosen hot links, software for word processing, database management, spreadsheet, and presentation, and research assistance, including a locally developed tutorial. We have 24 laptops for circulation to students to take advantage of our wireless network. We also provide a cluster of external network connections at one end of our public computing area so that people bringing their own laptops can connect to the Internet in the Library.

Computing Support & Printing Services (CSPS): Provides centralized printing for all the public computers plus microfilm reader/printers and color and black and white photocopiers. Two additional public photocopiers are available in other locations. CSPS staff assisted 43,490 people in using computing equipment, making photocopies or printing documents.

Library Classrooms: 6 technical classrooms, including 3 computer labs. Seating for classrooms ranges from 25 to 40+

Group Study Rooms: 8, with seating from 4 to 12

Group Viewing Rooms: 1

Study Seating: 500+

Reference/Instruction Activity

Library Instruction: Library faculty provided 976 classes to 18,287 students. These classes teach information literacy and library use skills. We have also incorporated instructional components into our Library website. Most of the class sessions are course-related. The library offered 52 Smart Online Searching classes which teach general library and information literacy skills including searching for and evaluating information.

Reference Desk Coverage: Reference service is provided all hours the library is open, seven days a week. Coverage is highest during our busiest period, Monday through Friday 9:30 am to 2:30 pm.

Reference Statistics: There were 65,705 patron interactions at the Reference Desk either in person, by chat, by phone or by email.

The College and Career Information Center (CCIC): Consists of 3,000 volumes related to choosing colleges, choosing careers, finding financial aid, preparing for specialized exams, and securing

employment. It is staffed all the hours that the Library is open. CCIC staff provided information to students and other patrons 55,936 times.

Library Collection

Books: 250,530 volumes of which 15,000 are in the Reference Collection. Other special collections are the College and Career Information Center, the Philanthropy Center, and the Juvenile Collection.

Periodicals: 515 current subscriptions. 7,050 bound volumes (included in the volume count above).

Electronic Resources: Access to 90+ article databases and 15,415 electronic books.

Non-Print: 59,160 microforms, including numerous periodical backfiles, plus major sets such as ERIC and HRAF. 29,225 videos (including over 6,500 in a feature film rental VHS/DVD collection); 20,600 musical recordings on phonodiscs and CDs; and various other formats including, CD-ROMs, slides, and biological models and specimens. The non-print collection includes audiotapes and videotapes that support the College's telecourses and other courses taught through the Center for Independent Learning.

Library Personnel

Administrators: Dean, Associate Dean

Administrative staff: Library Coordinator, Administrative Assistant

Full-time Librarians: 10

Part-time Librarians: 11

College and Career Information Center Staff: 1 supervisor (shared with Reference), 8 part-time assistants

Reference Assistants: 1 supervisor (shared with CCIC), 11 part-time assistants

Circulation Staff: 1 manager, 9 full-time, 16 part-time

Print Center Staff: 1 supervisor, 3 part-time

Interlibrary Loan Staff: 1 supervisor

Technical Services (Acquisitions/Cataloging/Processing/Periodicals) Staff: 1 full-time librarian, 1 part-time librarian, 4 full-time, 3 part-time

(Note: some part-time staff work in more than one department. Total number of personnel for the Library is 75.)

(ongoing rev. 11/11)