

Hartzler Library Teacher Education Resources

Mission. Eastern Mennonite University provides sufficient and current library and curricular resources needed by its Teacher Education Program. The EMU Hartzler Library, named in honor of an early librarian, states its mission as follows: The Hartzler Library collaborates with faculty and students in the educational mission of Eastern Mennonite University by building a collection that supports EMU's academic goals, providing easy access to these resources, promoting the library's resources and services, preserving sources for original as well as secondary research, and teaching how to define, locate and evaluate needed information.

Physical Facilities. EMU's modern three-story academic library houses the main library as well as the Menno Simons Historical Library and the institutional archives. While the main library provides access to resources to support the academic programs of the university, the Menno Simons Historical Library is a unique collection of materials featuring Anabaptists, Mennonites and related groups. Items from this collection are frequently requested by scholars around the world. In addition to spaces for the various learning resources and library staff, the library contains several classrooms, including a computer lab/classroom, and an additional 18 computers for individual use. In the summer of 2012, a new classroom was created for use by the librarians for library instruction. This classroom is equipped with four computers for use by students who do not bring their own laptops or mobile devices to class. Like all other major classrooms on campus, each classroom in the library is equipped with a mounted projector along with a teacher workstation with a computer and video/audio capabilities through a DVD player. The library is equipped throughout for wireless access to the internet. Areas are designated for quiet study as well as group work. The library building is open 92 hours weekly. In order to facilitate access to the collection, the library uses an integrated library computer system purchased from SirsiDynix in 1995 and updated on a regular basis.

Staff. The library staff includes a half-time director who provides administrative oversight, three professional librarians (two full time and one .83 FTE with fewer hours in the summer), and six additional staff (three of whom are part time) for a total FTE of 8. Over 30 work-study students assist the staff. The professional librarians participate in a dynamic information literacy program that provides instruction in first-year writing courses, additional undergraduate courses that meet requirements for general education intensive writing requirements, and numerous other graduate and undergraduate courses in collaboration with faculty. The librarians also train student tutors in the Academic Support Center. An introduction to the library building and its resources is provided during new student orientations. The librarians provide orientation to new faculty and are available for additional instruction for departmental faculty as needed. The librarians provide individual help via several methods including an online form that patrons can use to pose a question to a librarian, an online chat function that encourages students to contact a librarian at any time, and face-to-face meetings in the library.

Resources. Like all modern university libraries, the library provides access to print resources on site, as well as to numerous resources available through technological means. In recent years the library staff have carefully reviewed periodical holdings and eliminated a large number of print journals and microfiche holdings because they duplicated electronic resources the library owned or had access to, or the decision was made to newly purchase the electronic format. Such decisions are always based on careful consideration of a variety of factors including the availability of perpetual access.

Collection development is guided by policies for each component of the library. Faculty recommend appropriate resources for purchase through procedures established by each department. Library staff also makes selections to ensure a robust collection.

The library provides a reserves section that is heavily used by the Education Department for selected courses such as “Literature for Children.”

Books. Book selection is a joint project between the library staff and departmental faculty. Along with purchasing new books, staff works in collaboration with faculty to regularly weed the collection, with a major weeding effort in the past year. The annual report as of June 30, 2012, shows ownership of 168,896 books with 2,637 added and 4,435 weeded in the 2011-12 year. The following table shows the breakdown by subject.

DIVISION	NUMBER	PERCENT
General Works	13,660	8.0
Philosophy & Psychology	5,702	3.4
Religion	52,332	31.0
Social Sciences	28,697	17.0
Language	2,444	1.4
Science	2,887	1.7
Applied Science	7,015	4.2
Fine Arts & Recreation	11,070	6.6
Literature	19,280	11.4
History, Travel, Biography	19,883	11.8
Juvenile	5,926	3.5
Total	168,896	100.0

Education resources are included in the Social Sciences and Juvenile categories above. Books in the Juvenile category support selected education courses, especially those that relate to children’s literature. The library gives priority to the purchase of award winning books but also purchases other children’s books of desirable content and quality.

Another way of categorizing books is to list them as included in the main library, the historical library or the curriculum library. Of the total, 3,166 books are categorized as part of the curriculum library. These books, including textbooks and activity books, provide students with resources teachers would use in the classroom. Additional kits include games and activities for classroom use.

EMU marks its holdings in WorldCat, which provides another access point through WorldCat.org and helps facilitate interlibrary loan.

Periodicals. The library continues to subscribe to 781 print periodicals. Of the \$56,469 spent for print periodicals in 2011-12, \$8,743 or 15% was spent on resources for teacher education. In addition, the library has purchased 78,470 electronic journals of which many are of value to education students.

Databases. The library licenses numerous electronic databases that provide access to journal articles and other resources. Approximately half of the databases EMU subscribes to offer full-text access to journal articles, e-books, reference works and other resources. Many of the databases are multidisciplinary in nature and thus cover many areas of study. The library also licenses subject-specific databases that support individual majors. Major resources available to EMU patrons are listed here.

DISCIPLINE	ONLINE RESOURCES
Interdisciplinary	Academic Search Complete (EBSCO); JSTOR - Arts & Sciences I-IV, VI, VII; Wiley-Blackwell journals; Academic OneFile (Gale); Oxford Reference Online; Credo Reference; OmniFile Full Text Mega (H.W. Wilson)
Arts & Humanities	ARTstor; Humanities International Complete; Literature Resource Center; MLA International Bibliography
Bible & Religion	ATLA Religion Database with ATLASerials; Religious and Theological Abstracts; Christian Periodical Index
Business & Economics	Business Source Complete; EconLit; Factiva; Mergent Online
Education	ERIC; Education Research Complete
History & Political Science	Columbia International Affairs Online; HarpWeek; Legal Collection; PAIS International
Nursing & Pre-Medicine	Access Science; Cumulative Index to Nursing and Allied Health Literature; Medline
Sciences & Mathematics	Access Science; BioOne; MathSciNet; Nature
Social Sciences	PsycNET: PsycINFO and PsycARTICLES; PAIS International; Peace Research Abstracts

The library provides access to the standard education-related sources shown above. Other electronic sources that provide full-text access to many scholarly journals of interest to education students include JSTOR and PsycNet. JSTOR provides access to some current content as well as providing a stable back file for resources. PsycNet provides strong resources in educational psychology.

Other Resources. As of July 1, 2012, total remaining microfiche and microfilm holdings include 73,316 microfiches and 1,590 microfilms. The library also purchases electronic books and now

has access to 23,386 titles. The library has secured access to several sets of streaming videos and owns 4,738 audiovisual materials, mostly as DVDs and VHS videos. The library subscribes to streaming videos through Films on Demand and American History in Video (Alexander Street Press).

Special Educational Resources. An Education LibGuide accessed from the library homepage on the EMU website identifies key resources for education students. Under the Books tab are listed key reference resources including encyclopedias and handbooks. Other book resources listed are e-books from the Association for Supervision and Curriculum Development, as well as EBSCOhost. The LibGuide also lists the databases specific to education, as well as other general databases. There also is a section with links to web resources such as TeacherTube and the U.S. government's webpage listing information about state educational resources. Finally, the LibGuide provides general information found elsewhere on the EMU library website, such as how to access interlibrary loan and how to contact a librarian.

Lancaster Campus. Graduate students in Lancaster, Pennsylvania, have access to EMU library's licensed resources through their username and password. Requests for print materials are met through the mail or courier service as EMU personnel frequently travel to this off-site EMU setting. Students in Lancaster have access to interlibrary loan just as other students do. In addition, the Lancaster site has a small library of almost 1,300 books that are included in the EMU library catalog.

Collaborative Relationships. Through agreements with local academic libraries including James Madison University, Bridgewater College, Mary Baldwin College and Shenandoah University libraries, students and faculty are able to check out books using their EMU identification. The library also participates in the Virtual Library of Virginia (VIVA). VIVA's mission is to provide enhanced access to library and information resources for the Commonwealth of Virginia's nonprofit academic libraries serving the higher education community. VIVA is able to negotiate with vendors to provide resources to Virginia libraries at lower costs.

Through interlibrary loan, the library is able to obtain many resources that are not available otherwise. This includes an arrangement with VIVA libraries that have agreed on guidelines to provide materials free and in a timely fashion. The EMU library consistently provides resources to other libraries in greater numbers than it borrows. In 2011-12 EMU library received 2,694 loans from other libraries and loaned 2,857 materials to other libraries.

Budget. The library director works with the provost to establish the library budget, including the instructional materials line. The instructional materials budget for 2011-2012 was \$195,450, while the preliminary budget for 2012-13 projects an increase to \$201,110. Almost three quarters of this budget is used to purchase subscriptions to journals/magazines and databases. In order to facilitate a collection which covers all areas of study at EMU, another quarter of the materials budget is allocated to the departments for purchase of books and audio-visual materials. A formula based on student numbers, usage and cost is used to divide these monies annually among the programs. In 2011-12, from a total of \$45,329 allocated to the departments, the allocation to the undergraduate and graduate education programs was \$4,586 with an additional allocation of \$820 for the juvenile collection and \$2,051 for the curriculum collection (or 16% of the total allocated). Actual expenditures for instructional materials for education for audiovisuals, books, microforms and print periodicals was \$16,864 or 15% of the \$113,966 spent for these categories

of materials.

Assessment. The librarians meet with each department every three years to discuss the department's needs and consider available resources. This timetable also is used for weeding with the departmental faculty coming to the library to review the book collection with input from the library staff on usage. Library staff also meet with program directors whenever a new program is being considered to ensure that the collection will support the new program.

An annual library survey sent to students, faculty and staff provides additional feedback to the library. Results consistently show a high level of satisfaction with resources and services. The library participates in the annual institutional effectiveness system for evaluation of desired outcomes and services, as well as plans for improvement.