EMORY
OXFORD
COLLEGE

# 2022-2023
# Oxford College Library
# ANNUAL REPORT

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OXFORD COLLEGE LIBRARY

# 2022-2023 HIGHLIGHTS

Provided **97 hours** of live chat availability weekly.

**18% increase in instruction sessions** offered by Oxford librarians.

**86% of Discovery Seminars partnered** with the library to teach information literacy.

**105,458** total pageviews on the Oxford College library website.

**Loaned 1,981 items** to other Emory libraries.

**26% increase in library attendance**— the highest in the last five years.

**10% increase in study room bookings** — higher than the last four years.

Provided **451** physical reserves and **818** electronic reserves for students.

**More eBooks, board games, and equipment** loaned than previous years.

The Oxford Game Collection libguide was the **most viewed** of all Emory Libraries' guides.

EMORY LIBRARIES

Oxford College Library

**Annual Report**
**Oxford College Library**
**2022-2023**

## Mission Statement

As an academic and social hub of the Oxford College campus, the Library works to support students, faculty, and staff in their academic pursuits and build an inclusive community of collaboration. By providing student-centered services, resources, and spaces, we are dedicated to empowering students to think critically about and ethically engage with information. The Library is a gateway to resources from across the University and offers a diverse collection of print and digital materials, technology-rich spaces for exploration and play, and a commitment to excellent service. Within an environment of holistic community engagement, we invite users to participate in personal growth, information literacy instruction, learning and research opportunities, and preservation of the history of Oxford College as a part of the larger University. We are proud to accompany users either in person or virtually on their journeys of discovery, research, and learning.

## Vision Statement

- Build an inclusive and transformative academic and social environment for the Library and pursue anti-oppression in the Library profession and the Oxford College community.

- Through creativity, innovation, and partnerships, lead Oxford College as experts in the areas of research support, information literacy pedagogies, and open education.

- Develop and enrich collaborative digital scholarship initiatives that are fully integrated into the Oxford College curriculum and community.

- Gain visibility on the local, regional, and national levels by sharing our expertise through scholarship and research.

## Emory Libraries Diversity Statement

The Emory University Libraries recognize diversity, equity, and inclusion as core values integral to empowering the university community to pursue justice for all; we strive to be an anti-oppression organization.

- Libraries are uniquely positioned to support DEI as knowledge centers and repositories of ideas and perspectives.
    - Through our spaces, resources, and programming, we connect members of our university's many communities.
    - Fighting bias and misinformation and encouraging critical thought are cornerstones of Library work.
- We acknowledge that we are not in a neutral space and that our institutional history reflects the structural and systemic injustices of our country.
    - We recognize and honor the work and accomplishments of social justice activists who came before us and will share their stories.
    - We reject the philosophy of Library neutrality, which perpetuates oppressive practices and actively harms our community members.*
- We aspire to create an inclusive work environment through professional development, encouragement of personal growth, restorative communication practices, and active recruitment and retention of diverse groups that are underrepresented in our profession.

- We also recognize the importance of practicing cultural humility and the continual need to educate ourselves so that we are proactive and open to creating safer spaces for all. These goals require attentiveness to engagement and openness toward accountability in conversations and policies.
- To encourage an inviting and supportive climate, we commit to offering creative and engaging ways to foster productive dialogue and interaction with our collections and programs.
- As the world changes, so will we. The struggle for social justice is ongoing. We accept the principle of non-closure and acknowledge that our understanding and awareness is constantly evolving.

*Anastasia Chiu, Fobazi M. Ettarh, and Jennifer A. Ferretti, “Not the Shark, but the Water: How Neutrality and Vocational Awe Intertwine to Uphold White Supremacy,” In Knowledge Justice: Disrupting Library and Information Studies through Critical Race Theory, eds. Sofia Y. Leung and Jorge R. López-McKnight (Cambridge, Massachusetts: MIT Press, 2021), 49-72.

# Overview

Academic year 2022-2023 was the first “normal” year since the start of the COVID-19 pandemic began in 2020. There were no limitations on the numbers of students, faculty or staff who could gather together, and the Library was filled with patrons daily. The common areas, classrooms, and individual study rooms were always in use and frequently full. Not only did campus “feel” back to normal, but also the Library statistics supported it as fact.

At 184,654, Library attendance was well above the total attendance from the previous four years including attendance prior to the pandemic. Students placed 8,922 study room bookings, more than the last five academic years and continue to request increased access to more private study spaces in the building. Librarians taught 162 research instruction sessions, just shy of pre-pandemic numbers. Librarians taught research instruction sessions in 85% of the Discovery Seminar classes for fall semester and in 100% of the spring semester Discovery Seminars. The librarians and Library staff provided fewer research consultations this year over last with 301. The steep drop in number of enrolled students in Spring of 2023 may have contributed to this decrease.

The Library circulated 12,540 physical items and continues to loan nearly as many items to Atlanta campus libraries as are loaned to Oxford. The Library website had 14,781 unique users with 105,458 pageviews. The Library Website Team collaborated with other Emory Libraries to enhance the new Drupal hosted site, and was responsible for specific enhancements such as the addition of the MyLibrary Card button on the homepage navigation menu. Oxford also played a major role in purchasing items for the ebook platform OverDrive, as well as provides troubleshooting for patrons encountering any issues with OverDrive. This past academic year OverDrive had more unique visitors at 1,871 than the previous four years, with a total of 11,079 checkouts.

Library Collections Team continued to individually select all monographs purchased for the Library. This is the only way to manage the endowed book budget while still providing the most relevant books needed to support the curriculum as well as faculty/staff/student requests. The team pays particular attention to both authorship and subject matter, to ensure our selections reflect a more diverse collection. Collections Team members Alexandrea Kord and Paige Crowl analyzed data about the monthly purchases to ensure these new purchases reflect our goal of growing a diverse Library collection. The lessons learned from this tracking will be presented to all Oxford faculty at a Lunch & Learn scheduled for Fall 2023.

On August 1, 2022, two new Teaching & Learning Librarians joined the staff to replace two librarians who left earlier that year. Jacob Lackner and Ginny Hudgins hit the ground running with the Academic Retreat as their first introduction to the faculty with whom they would be collaborate for research instruction. Lara Miller, who came to Oxford in 2021 with more than three years of Library experience, was promoted to Head of Teaching and Assessment, and oversaw a very successful year of Research and Instruction. This began with renaming the program to the Research Engagement Program and changing the “personal librarian” label to “REP (Research Engagement Program) contact” – pairing a librarian with each faculty member for a variety of Library support.

Other personnel changes included the departure of Library Specialist Winta Bahlibi to pursue software design, and the retirement of Library Dean Kitty McNeill at the end of May 2023 after a 38-year career at Oxford.

In addition to staff and faculty comings and goings, the Library also managed 51 student employees, who are essential for the Library to remain operational seven days a week. Library staff are all involved in the supervision and training of student employees, but the Student Employee Team manages the team by overseeing timesheets, student events, resume workshops, Library Leader special training, the Sara Gregory scholarship, and program assessment.

The Events Team, led by Jessica Robinson, maintained a variety of Library events and exhibits to keep campus and community engagement with the Library high. These included two student Game Nights, participation in Orientation's OxWalk and Morning Mindfulness, affinity month displays throughout the year, a special book signing by Laila Sabreen – a published author and Emory senior, and a Lyceum/OxStudies event with John Bence and Gabrielle Dudley from the Rose Library. The academic year culminated in two major events, first the Celebration of Scholarship and Creative Endeavors – a faculty/staff showcase of published and creative works in collaboration with a day of student presentations; and the retirement party for Dean Kitty McNeill, which was held while students and faculty were still on campus in late April and celebrated Dean McNeill's commitment and service to Emory. At the end of May the Library hosted Library staff from the nine Emory University Libraries for a tour of the Library and the Oxford campus.

Kerry Bowden led the Archives and Special Collections Team and represented Oxford on the team replacing the Finding Aids for archives and special collections with a new ArchivesSpace public user interface to replace the old Finding Aids for archives and special collections. The team helped outside researchers with a variety of projects including research related to the whalebone housed in the OSB, a book about Yun Chi-Ho (a Korean student from the turn of the last century), cadaver/skeleton research related to Emory's early acquisition of cadavers, and various other research efforts. Most notably the team completed the inventory of all arts and artifacts in public areas across the entire Oxford campus.

Assessment Team was busy this year on several projects including compiling and drafting the bi-annual assessment report, hosting the student First Year Council focus group and analyzing the feedback, participating in the EUL Library Voice survey by evaluating Oxford related quantitative and qualitative findings, and initiated a new assessment of student's information literacy skills in concert with the Biology 141 instructors which will continue through the upcoming academic year.

Digital Projects Team, led by Paige Crowl, created a new Digital Projects toolkit to be hosted on its own page of the Library website. This was created to showcase different tools librarians can use to support faculty research. Also led by Paige Crowl is the DEI Task Force, which created a set of recommendations for Library teams for ways to incorporate DEI principles into their everyday operations. The Task Force met quarterly to review steps toward accomplishing these goals and provided guidance if any team needed extra help or support.

Finally, the remaining teams kept the Library running smoothly: Daily Operations Team made sure all material loans were handled swiftly and accurately, Communications Team sent campus communications via Eaglepost and managed the Library blog and the monthly newsletter Dooley Noted; Systems Team ensured all of the integrated Library systems operated smoothly; Stacks Maintenance Team handled the review and withdrawal of books and kept the shelves in order; Reserves Team liaised with faculty to be sure all course reserves were in place each semester; and the Fun Committee made sure we celebrated each other's birthdays and had a little time for fun on the side!

**Library Goals Accomplishments**
**2022-2023**

**Goal: Enhance the Research Practices program to support Oxford College's teaching and research missions.**

The Research Practices instruction program at Oxford College Library orients students to the nature and processes of research and critical inquiry. Librarians work with faculty members from all departments across campus to design a Library instruction session that is unique to their class and meets instructor-selected Student Learning Outcomes. The Research Practices Program teaches in-class sessions, works with faculty to design successful research assignments and incorporates information literacy principles throughout the semester to improve assignment quality. Information literacy is best described as is the set of integrated abilities encompassing the reflective discovery of information, the understanding of how information is produced and valued, and the use of information in creating new knowledge and participating ethically in communities of learning. The Library has determined that the ACRL Framework for Information Literacy for Higher Education is appropriate for Oxford College and has adapted it to meet the liberal arts curricular needs.

Additionally, academic departments are assigned a Librarian contact or Research Engagement Program (REP) contact. As the REP contact, Librarians assist with faculty's scholarly research, integrating information literacy into the curriculum, and selecting materials for the collection. The Research Practices instruction program is comprised of the Interim Director of the Library, the Head of Library Teaching & Assessment, and four Teaching & Learning Librarians. Research Practices Team members also serve on Emory University Libraries instruction-related committees: two librarians serve on the Undergraduate Services Committee and the Head of Library Teaching & Assessment serves on the Instruction Steering Committee.

During the academic year, librarians partnered with faculty to enhance information literacy teaching and learning through the curriculum and Discovery Seminars, both in the classroom and online. The Research Practices Team collectively taught 162 information literacy in-class sessions. The Research Practices Team significantly grew its engagement with the Discovery Seminar (DSC) program. Information Literacy is a specified learning outcome for the DSC program, and this year the Library increased its partnership by 36%. The Library partnered with 86% of DSCs in a variety of manners. Librarians taught information literacy sessions tailored to course assignments to grow research skills. In the survey distributed to DSC students by Oxford Institutional Research, 84.7% students reported they learned how to use library resources effectively. The Library also expanded its train-the-trainer model to build sustainability into its programmatic support and the Director of the Discovery Program invited the library to co-teach a Lunch and Learn for incoming DSC faculty on how to build information literacy into their proposals and syllabi.

Further, the librarians and staff conducted 301 research consultations during the 2022-2023 academic year. In particular, the Research Practices program grew the consultation service as an assignment for several courses—74 students worked one-on-one with librarians in a consultation to receive course

assignment credit. Research Practices also worked with the Business Library to better understand undergraduate Business research needs to better prepare for the Goizueta @ Oxford initiative.
The Research Practices Team also designed and published a new Canvas course called Library Research & Resources. The new course aims to reach students who may not interact with Library instruction or students who need point-of-need research training. Throughout last year, the Librarians researched best practices for LMS course creation and then built and iterated on course components. The Head of Library Teaching was also selected as a participant in the Teaching with Canvas cohort offered by Emory University. The Research Practices Team worked with OCIT to automatically enroll all Oxford students to the course. The team also presented a poster about the project at the biannual Association for College & Research Libraries biannual conference— the largest national conference for academic libraries.

The Research Practices Team continued its workshop programming, led by Librarian Alexandrea Kord, and taught 12 workshops. The workshop programming team added new workshops in response to curriculum needs and student learning outcomes, for example, librarians observed an increase in annotated bibliography assignments and developed a workshop on the subject for students. In total, 44 students attended workshops and 66% of attendees completed the feedback form. Feedback indicated students learned skills like identifying scholarly sources and how to use advanced tools.
The Library continued to provide Research Engagement Program support for faculty research and scholarship throughout the year. Some examples of how libraries helped faculty with this important research support:

- ✓ Worked with Christina Lee on an annotated bibliography about DEI in Mathematics and STEM education for a grant program
- ✓ Provided bibliographic and research support for Professor Scott Garner's research with the OWN Network on Black LGB women's reception in television. Contributed to a literature review on the topic for faculty research.
- ✓ Located resources for Teresa Romano on learning Python to support a curricular transition to teaching Python
- ✓ Located research on capital punishment for Sarah Higinbotham
- ✓ Worked with Julia Burns to expand the Library's collection of monographs related to ceramic arts

**Goal: Create an anti-racist Library environment that promotes social justice and the principles of diversity, equity, and inclusion.**

Emory Libraries evaluates DEI efforts by three metrics: Education and Awareness, Climate and Culture, and Accountability; Oxford Library values these three priority areas highly and pursued all three in its DEI efforts this year.

**Education and Awareness**
This year the Oxford College Library staff sustained their involvement in DEI-related professional development and community conversation to increase their awareness and understanding of DEI-related topics. Many of these professional development opportunities were coordinated by the Emory Libraries Diversity, Equity, and Inclusion Committee, of which Oxford librarian Paige Crowl is a co-chair. These institutional efforts included the Coffee and Critical Conversations series, in which Library staff discussed Vocational Awe, Caste, Colonization & Historical and Archival Collections, and Critical Assessment. Oxford Library staff also attended two Anti-Racism Forums in Fall 2022 and Spring 2023, the spring forum being a special event featuring scholars from across North America speaking on DEI assessment and making academic libraries more inclusive for indigenous students**.**

**Climate and Culture**
The Library aims to reach students and show them that not only does the Library prioritize values of social justice, but that we also want to support them as they take these values out into the world. Library staff continued the practice of creating monthly book displays themed after affinity months and incorporated the input of Library student employees. Displays this year included: Women's History Month, Black History Month, Native American History Month, LGBTQ+ History Month in collaboration with Oxford faculty, and National Hispanic Heritage Month. Students were also invited to engage with the Library at pop-up events celebrating International Pronoun Day and World Day of Social Justice, and the interactive *Speak Up for Social Justice* mini-exhibit.

**Accountability: DEI Task Force Recommendations**
The Oxford College Library believes DEI should be integrated into the day-to-day operations of every staff member and team at the Library. To commit to this principle, the Library formed a DEI Task Force in Spring of 2022 and created recommendations for each Library team to pursue over the course of the 2022-2023 academic year. The Task Force met each semester to check in and provide support as Library staff prioritized and implemented these recommendations. Updates on the progress of many of these recommendations are included; some recommendations will be pursued this upcoming academic year. The DEI Task Force intends to continue meeting to support these efforts and craft new recommendations in response to DEI information, college reports, and community feedback as they become available. Archives Team worked to drive campus engagement with the Library exhibit, *The Work is Never Finished (TWINF)*, featuring archival materials on the university's past relationship with slavery and systemic racism. This included hosting a Library Lyceum event with John Bence, Assistant Director & University Archivist, and Gabrielle Dudley, Head of Research Services at Stuart A. Rose Manuscript, Archives, and Rare Book Library in Fall 2022. Over 70 attendees, many of them Oxford Studies students, joined a discussion with John and Gabrielle around challenges and changes to research in Emory Libraries archives and special collections. Attendees toured the exhibit and students wrote a

reflective essay on the experience. In Spring and Summer of 2023, along with members of the Events and Research Practices Team, the Archives Team worked to create a virtual version of *TWINF* that will go live this fall. With the online exhibit, visitors who were unable to come to campus will be invited to reflect on whose stories have traditionally been left out of Oxford's history and how they can work for a more just future for their community.

Events Team also began preparations for the Fall 2023 Library exhibit, featuring the Arts and Social Justice Program. Three Oxford faculty members have been participants in the program, which has previously been exhibited at the Woodruff Library on the Atlanta campus. The Library is eager to see how the campus community engages with this new exhibit, and to continue the conversation about how the arts and creativity can be involved in the pursuit of social justice.

Collections Team is currently in the process of simplifying and clarifying the Library's Collection Management Policies. After doing some exploratory assessment, the Collections Team also began a purchase analysis to determine the diversity of the collection. It was a challenge to determine what made a collection truly "diverse" and what the Library valued in a diverse collection. Ultimately, the team decided to evaluate the diversity of purchases from multiple perspectives: author representation, content representation, Dewey classification, and publisher information. These numbers are used to identify gaps in current collecting priorities, and purchasers can adjust their purchasing decisions to increase diversity in authorship and populations represented in the Library's collection. In particular, the assessment determined that the Library could expand its purchases from authors who identify as sexual and gender minorities, and on topics of homelessness, incarceration, and disability.

The Library's Collections Team also launched the Student Collections Committee comprised of Library student employees, with the explicit goal of adding more diverse material to Library collections. This committee gave students a stronger voice in Library operations, and introduced new authors and new books to the Library's popular reading collection. Librarians encouraged students to select material based on DEI criteria. By the end of the year, the Collections Team purchased over a dozen books based on student suggestions, and established a foundation to build upon for future iterations of the committee. The Library is excited to see the diversity of student voices added to collecting practices.

**Goal: Collaborate with College departments, faculty, and the other Emory Libraries to develop digital scholarship initiatives in support of teaching and research.**

This year, the Digital Projects Team worked extensively to create a Digital Projects section on the Library website. The pages centralize information about tools available through the Library, best practices for conducting digital scholarship projects, and a portfolio of Library-supported projects completed at Oxford College. The Digital Projects web pages will be the hub of an informational campaign to be carried out this year to advertise digital projects tools and Library expertise to faculty, staff, and students at Oxford.

The team made some infrastructure changes to simplify hosting faculty projects on the web in the future. With the support of the Emory Center for Digital Scholarship, the Library transitioned existing Omeka sites for faculty projects to a Dreamhost server managed by Oxford College IT. The Omeka sites, sponsored by Professors Gwendolynne Reid and Florian Pohl, included pages for US Mosque Controversies, Archive of Personal Digital History, and Islam in America. This transfer allows Oxford Library more control over the sites, which had previously been hosted on Omeka's servers and managed by the Library and the Emory Center for Digital Scholarship. Hosting the sites on Dreamhost also saves the Library and Oxford IT several hundred dollars a year.

Finally, the Digital Projects Team used the interactive fiction software Twine to create a virtual Library tour for incoming students. The team hopes to use Twine for future outreach and instructional purposes, as well as to demonstrate the potential of interactive fiction to interested students, staff, and faculty.

**Goal: Collaborate with other Emory Libraries on the development of the Emory University Archives and Digital Library Program to expand access for students and faculty to the extensive archives and digital resources of the libraries.**

**Oxford Muslim Students Association Oral History Project**
For a second consecutive year, Kerry Bowden, Paige Crowl, and Alexandrea Kord instructed a section of Florian Pohl's REL 383W Islam in America course in creating high-quality oral history interviews for preservation in the archives. The students successfully produced a second set of interviews, bringing the total number of interviews in the Oxford Muslim Students Association Oral History collection to over 20. Dr. Pohl intends for the project's public facing content to be included in the Emory Libraries instance of Aviary, and he and Kerry have continued to develop custom privacy and security controls for the preservation and access platforms where the collection and all its metadata are stored, in accordance with preferences for anonymity specified by interview subjects in their consent forms.
In addition to collaborating with Dr. Pohl on instruction and supporting REL 383W students with each segment of their oral history interview assignment through the Spring semester, the project team worked with two Oxford Research Scholars doing archival research to support the oral history project and identify additional interview participants. They also worked with an additional two Oxford Research Scholars under Dr. Pohl's supervision to complete transcript and annotation revisions of interviews created in AY21-22 and establish criteria for indexing. The team presented on the project at the 2022 Bucknell University Digital Scholarship Conference, along with the Oxford Research Scholars students who established standards for processing the interviews according to design justice principles in Summer 2022.

**Campus Art Inventory Project**
Art and artifacts displayed in public areas of campus have been inventoried, along with items in several secure storage areas managed by Rachael Powell. Staff at all levels in Facilities & Administration have been receptive to the goals of the project, and will be valuable partners in continuing to maintain the inventory and prioritize safe handling and storage of any items as they are relocated.

**Emory Digital Collections Contributions**
Additional archival resources related to college history were added to Emory Digital Collections. The two collections of Oxford College photographs relate to student life at the time the college began to admit women. The Glee Club and Dooley's Dolls photographs fill a gap in the history of the college as it has been represented thus far in Emory Digital Collections.

**ArchivesSpace Phase II Implementation**
Library staff contributed significantly to the implementation of Phase II of Emory Libraries' customized instance of ArchivesSpace, including the development of a new archives discovery system with a significantly upgraded PUI. ArchivesSpace is a comprehensive tool for tracking, describing, and providing access to archives collections, and the Library's instance is now integrated with the materials request system implemented in AY20–21 and the appointment system implemented in AY21-22.

**Goal: Enhance assessment efforts to inform strategic, user-centered decision-making in support of the Oxford College mission.**

The Oxford College Library Assessment Team oversees general assessment planning, strategy, and data compilation. It collaborates with teams across Oxford College and Emory Libraries to develop and implement assessment initiatives. It also liaises with assessment actors and stakeholders at the College level to ensure that Library assessment needs and findings are being communicated more widely. In 2022-2023, the Assessment Team accomplished several initiatives in institutional reporting, First Year Council, DEI road mapping goals, analysis of various assessments, and operational areas.
This past year, the Assessment team continued work towards goals for the 2021-2023 assessment cycle and produced the Library's SACSCOC 2021-2023 Student Services Assessment Report. To prepare for the report, the team updated the Library's data dictionary and created a permanent workflow to write the report including procedural documentation and delegation of tasks. Team member and Interim Director, Ellen Neufeld, contributed collection data to the Emory University Libraries SACSCOC differentiated review as well.

Members of the Assessment Team, Paige Crowl and Jacob Lackner, presented the talk *Introduction to Critical Assessment* at the Georgia Libraries Association's (GLA) Assessment Mini Conference in February 2023. Team member Jacob Lackner also serves as Vice-Chair of the GLA Research & Assessment Interest Group and co-organized the Mini Conference. Paige Crowl co-organized a discussion on critical assessment for the Emory Libraries DEI Committee's Coffee and Critical Conversation series. Lara Miller serves as representative on the Emory Libraries Assessment Integration Group (AIG). Ellen Neufeld served on the Oxford General Education Assessment Committee.
As part of the ongoing effort to foster a culture of assessment, the Assessment Team worked with the Student Employment Team (SET) to assess the impact of the Library Student Employment Program—a DEI Task Force recommendation. Team member Molly Faust liaised with SET and together they designed, administered, and analyzed the survey and results. 92% of students surveyed reported they had opportunities to grow and learn within their job responsibilities. 100% of students surveyed felt valued by the Library and Library staff (n=13).

The Assessment Team continued supporting the operational side of assessment at the Oxford College Library. Molly Faust worked closely with Emory Libraries counterparts and the Oxford Mail Center to improve Atlanta Oxford Requests (AORs) turnaround times to ensure all Emory affiliates receive requested Library materials in a timely fashion. The Library began sharing out statistics to the Oxford community in the monthly Dooley Noted newsletters and documenting accomplishments, for example, Library attendance has surpassed pre-pandemic levels. The Game Night event team also revived the feedback survey and received the highest response rate to date (n=27); 92% of students rated Game Night five stars.

In Fall 2022, the Library received results from the Emory University-wide biannual Library Voice Survey. The Library Voice Survey is administered by AIG to all Emory affiliates. The team analyzed the Oxford subset of results and found 92% of Oxford students and faculty were satisfied with Emory Libraries overall (n=94). The Library saw an increase in satisfaction with the ebook and ejournals collections since the last survey cycle. The Library received the most user feedback on technology as it relates to check-out periods and equipment availability. Library and staff also received kudos in the

open-ended text responses for providing top-quality service and in-class instruction. The Team shared the analysis with all staff and produced a report for the Emory Libraries Senior Management Team. Based on the feedback, the Library purchased additional technology equipment, improved signage, and added a study room.

The team continued to support instruction assessment efforts, both at the Library and Oxford College levels. Staff members at the Library designed and carried out the annual focus group with the First-Year Council (FYC) in March. This year, the Library focused on student perceptions of the collection and Library displays. Staff then coded and analyzed the FYC data and produced a report with high-level findings. Members of the Assessment and Research Practices teams also helped calibrate and redesign the Contextual Thinking and Social Responsibility rubrics by participating alongside faculty in this year's Assessment Days on May 9 and 11. The Team researched the Measuring Information Service Outcomes (MISO) Survey as a possible evaluation tool to assess the impact of overall Library service delivery and understand the needs of Oxford constituencies in the post-COVID-19 educational environment. The Assessment Team determined the MISO Survey would benefit Library efforts and decided to adapt and administer the survey next academic year.

**Oxford College Library**
**Goals 2023-2024**

**Goal: Enhance the Research Practices program to support Oxford College's teaching and research missions.** ***(Directly supports Mapping Pathways of Academic Excellence, building a World Class Academic Experience, & Emory Libraries Roadmap: User Experience and Operational Excellence)***

- Embed and integrate our teaching, reference services, and information literacy promotion into *existing* academic spaces to deepen and extend our impact on student success.
  - Continue to develop the Library Canvas course
  - Target our outreach efforts with the Discovery Seminar program
  - Continue to offer extracurricular workshops for undergraduate students in partnership with select campus units
  - Assess the impact of Library-led instruction in Biology courses in partnership with Oxford College biologists
- Position the Library as an activator and connector in the faculty research process.
  - Partner with the Digital Projects Team to triage faculty requests and promote our digital support.
- Grow the footprint and overall understanding of our Research Engagement Program
  - Attend departmental and college-level faculty meetings on an ongoing basis
- Enhance faculty development offerings to Oxford instructors to support integrating information literacy into their curriculum
  - Communicate our impact and services to stakeholders in a compelling fashion on the college and Library website in partnership with the Communications and Website Teams
  - Regularly discuss and share developments with course instructors in pedagogy for information literacy instruction
- Facilitate the transition of Oxford students to the Atlanta campuses (ATL-bound) regarding Library services & support.
  - Connect ATL-bound students to Library resources on the Atlanta campus
  - Publish promotional materials on the website and other digital spaces

**Goal: Create an anti-racist Library environment that promotes social justice and the principles of diversity, equity, and inclusion.** ***(Building a World Class Academic Experience & Emory Libraries Roadmap: Organizational Development and Culture and Emory Libraries Systemic Racism Action Plan)***

- Participate in critical readings, conversation, and reflection to increase Library staff awareness of privilege and racial injustice.
- Hold semesterly meetings of the DEI Task Force to evaluate and disseminate new information from the Emory Libraries, Oxford College, and the Emory Office of Diversity, Equity, and Inclusion.
- Continue semesterly accountability check-ins to support Library teams as they implement recommendations from the Oxford College Library DEI Task Force.
- Use community feedback to craft and implement Oxford Library-specific initiatives to enhance the experience of belonging and inclusion on the Oxford campus.
  - Identify ways to communicate the Library's DEI initiatives and accomplishments, including responses to community feedback.
- Implement recommendations from the space audit conducted by the DEI Task Force to improve the accessibility and usability of Library spaces.

**Goal: Collaborate with College departments, faculty, and the other Emory Libraries to develop digital scholarship initiatives in support of teaching and research.** ***(Directly supports building a World Class Academic Experience, Mapping Pathways of Academic Excellence & Emory Libraries Roadmap: Infrastructure and Services)***

- Use the Digital Scholarship page on the Oxford College Library website to market support for digital projects to faculty, staff, and students.
    - Use the Digital Projects web page as a hub to demonstrate successful past projects and Library expertise to faculty who may be interested in learning more about digital scholarship.
    - Collaborate with Collections Team to create a targeted outreach campaign highlighting specific tools the Library can support and assist with (i.e. text analysis, GIS and story maps, etc.).
- Identify opportunities for skill building and professional development among team members to expand our ability to support digital scholarship projects at Oxford.
- Build partnerships with other Oxford and Emory support departments including OCIT, Academic Technology, and Emory Center for Digital Scholarship.
- Explore using digital tools and technologies to enhance Library services and resources.
    - Create an audio tour of the Oxford Library for students to engage with our spaces.
    - Create an interactive mystery Twine game for use in Library instruction.
- Continue supporting digital scholarship projects currently underway, including the Oxford Muslim Student Association Oral History Project.

**Goal: Collaborate with other Emory Libraries on the development of the Emory University Archives and Digital Library Program to expand access for students and faculty to the extensive archives and digital resources of the libraries.** ***(Directly supports building a World Class Academic Experience & Emory Libraries Roadmap: Infrastructure and Services)***

- Operationalize the management of the inventory of art and artifacts belonging to the college that are currently displayed or stored in locations across the Oxford campus.
- Develop and extend *The Work Is Never Finished* virtual exhibition into the Emory Digital Collections
- In collaboration with Dr. LaTonia Taliaferro-Smith, the Stuart A. Rose Manuscript, Archives and Rare Book Library and the Oxford Development and Alumni Relations Office pursue digitization and handwritten text recognition for the Means' Diaries, currently housed at the Rose Library.
- Initiate conversations with Henry Kim, Director of the Carlos Museum, about future exhibition collaborations between the Carlos and Oxford College Library.

**Goal: Enhance assessment efforts to inform strategic, user-centered decision-making in support of the Oxford College mission.** ***(Directly supports building a World Class Academic Experience and Mapping Pathways of Academic Excellence & Emory Libraries Roadmap: User Experience and Operational Excellence)***

- Adapt, administer, and analyze results from the Measuring Information Service Outcomes (MISO) Survey in partnership with Oxford College's Information Technology unit.
- Partner with Research Practices Team to capture the impact of the new The Work is Never Finished online exhibit.
- Write the 2023-2024 portion of the Library's SACSCOC 2021-2023 Student Services Assessment Report.
- Partner with the Student Employment Team to design and administer a survey to incoming Library student employees (DEI Taskforce recommendation).
- Publicize assessment data in a compelling fashion on the Oxford College Library website.

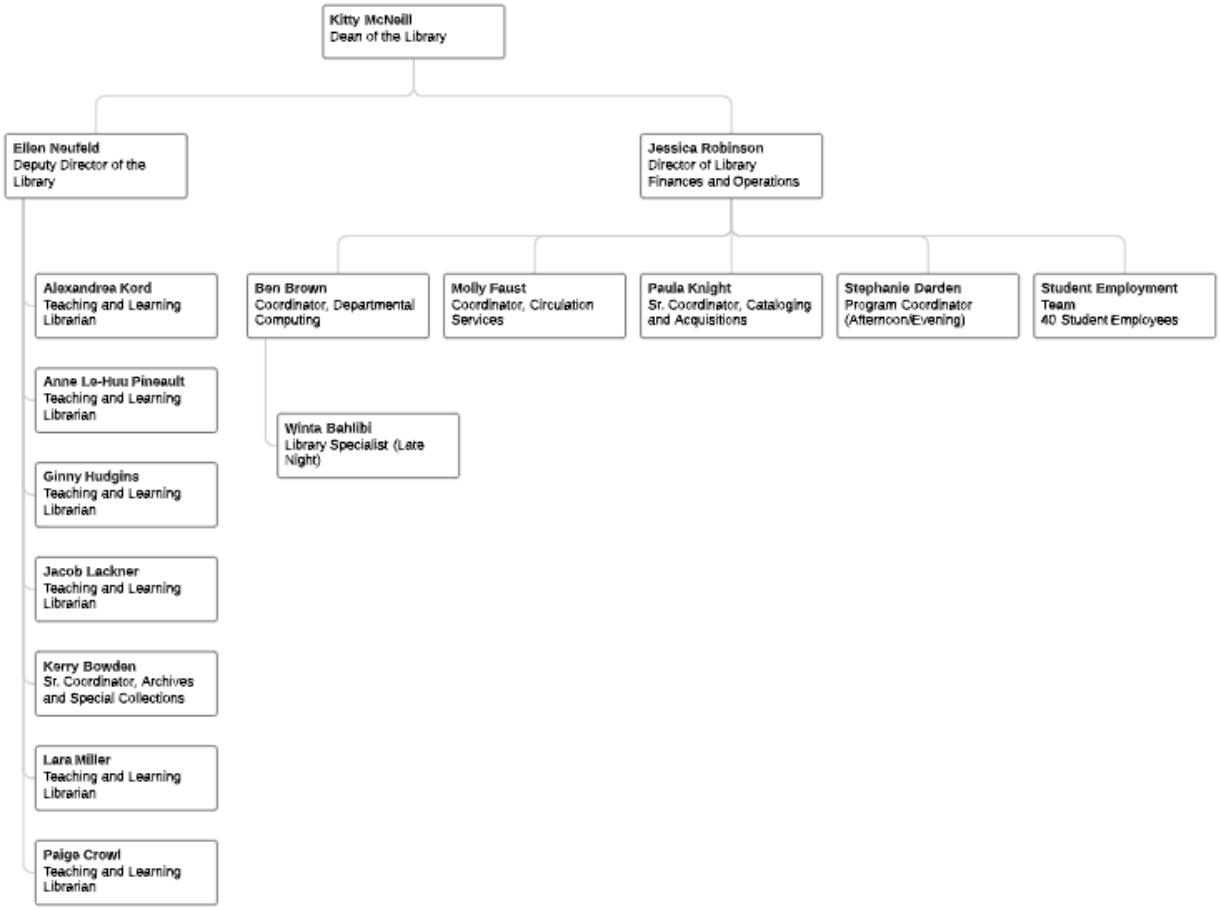
**Library Staff Committee work**
**2022-2023**

| | | |
|---|---|---|
| **Winta Bahlibi** (resigned May'23)<br>**Library Specialist**<br><br>**Oxford College Library**<br>Interlibrary Loan<br>Student Employment Team<br>Reserves Team<br>Customer Service Team<br>Stacks Maintenance Team<br><br>**Emory Libraries**<br>ILL Community of Practice<br>Reserves Community of Practice | **Kerry Bowden**<br>**Coordinator of Archives and Special Collections**<br><br>**Oxford College Library**<br>Archives & Special Collections Team (Chair)<br>Events & Outreach Team<br>Collection Development Team<br>Research Practices Team<br>Digital Projects Team<br>Website Team<br>DEI Taskforce<br>Library Specialist Search Committee<br><br>**Emory Libraries**<br>Special Collections Steering Committee<br>ArchivesSpace Phase II – Workflow Implementation Team<br>Aeon Calendaring Upgrade Implementation Team<br>Metadata Policy Committee - Archival Description Subcommittee<br>Archival Systems Team<br>Digital Preservation Community of Practice<br>Library Employee Advocacy Forum (Oxford Library Alternate) | **Ben Brown**<br>**Educational Analyst**<br><br>**Oxford College Library**<br>Customer Service Team<br>Website Team (Chair)<br>Collections Team<br>Systems Team<br>Library Specialist, Sr. Search Committee<br>DEI Taskforce<br><br>**Emory Libraries**<br>CMS Governance Group<br>DeskNet<br>EaglePrint<br>Emory IT Client Management<br>LibGuides Taskforce |
| **Paige Crowl**<br>**Teaching and Learning Librarian**<br><br>**Oxford College Library**<br>Research Practices Team<br>Workshop Subcommittee<br>Collection Development Team<br>Digital Projects Team (Chair)<br>DEI Task Force (Chair)<br>Assessment Team<br>Fun Committee<br><br>**Emory Libraries**<br>EUL DEI Committee (Co-Chair) | **Stephanie Darden**<br>**Coordinator, Collection Maintenance**<br><br>**Oxford College Library**<br>Stacks Maintenance Team (Chair)<br>Student Employment Team (Co-Chair)<br>Reserves Team<br>Customer Service Team<br>Fun Committee (Chair)<br>Collection Development Team<br>Archives & Special Collections Team<br>DEI Task Force<br>Systems Team<br>Daily Ops Team | **Molly Faust**<br>**Coordinator, Circulation Services**<br><br>**Oxford College Library**<br>Customer Service Team<br>Communications Team<br>Student Employee Team<br>Assessment Team<br>Reserves Team<br>Systems Team<br>Stacks Maintenance Team<br>Library Specialist, Sr. Search Committee<br><br>**Emory Libraries** |

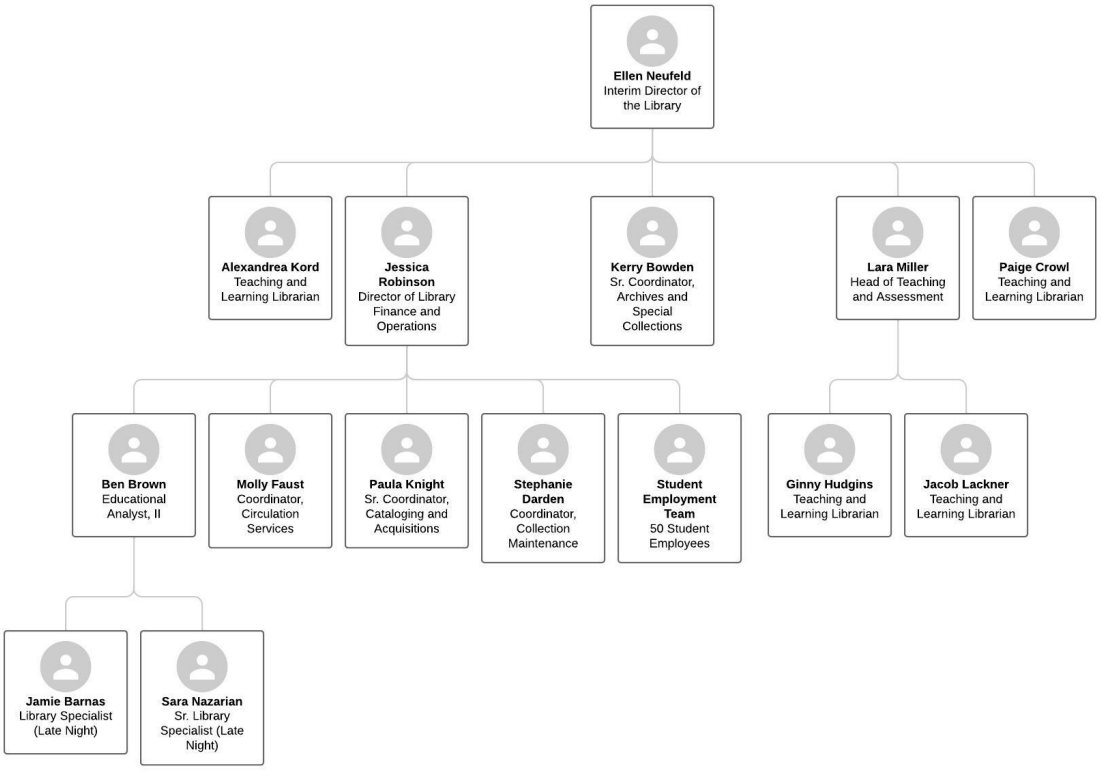
| | | |
|---|---|---|
| DEI Professional Development Subcommittee<br>DEI Assessment Subcommittee<br>Emory Libraries Advocacy Leads<br>Undergraduate Services Committee<br>Atwood Award Committee (Co-Chair)<br>Handbook Revision Task Force<br>Librarians Assembly Council (One-Year Representative) | **Emory Libraries**<br>Reserves Community of Practice<br>Copyright Community of Practice<br>Library Employee Advocacy Forum (Oxford Library Representative) | Circulation Community of Practice<br>Interlibrary Loan Community of Practice<br>Reserves Community of Practice<br>Emory Library Environmental Sustainability Committee<br>Emory Library Social Media Committee<br>Access Services Policy Committee |
| **Paula Knight**<br>**Coordinator, Cataloging and Acquisitions**<br><br>**Oxford College Library**<br><br>CST<br>Course Reserves Team (Lead)<br>Collections Development Team<br>DEI Task Force<br>Events Team<br>SET<br>Systems Team<br><br>**Emory Libraries**<br>Reserves COP<br>Copyright COP<br>CATACOM | **Alexandrea Kord**<br>**Teaching and Learning Librarian**<br><br>**Oxford College Library**<br>Student Employment Team<br>Customer Service Team<br>Collection Development Team<br>Archives & Special Collections<br>DEI Task Force<br>Research Practices<br>Workshops Subcommittee<br>Communications team<br>Digital Projects<br><br>**Emory Libraries**<br>EUL DEI Committee<br>Blog Oversight Group | **Jacob Lackner**<br>**Teaching and Learning Librarian**<br><br>**Oxford College Library**<br>Customer Service Team<br>Research Practices<br>Communications Team<br>Collections Team<br>Assessment Team<br>Digital Projects<br>DEI Task Force<br><br>**Emory Libraries**<br>Video Subcommittee<br>User Services Community of Practice |
| **Kitty McNeill** (retired May '23)<br>**Dean of the Library**<br><br>**Oxford College Library**<br>Research Practices Team<br>Website Team<br>Systems Team<br>Archives & Special Collections<br>Digital Projects Team<br>Managerial Leadership Team (Chair)<br>Customer Service Team (Chair)<br>Assessment Committee<br>Oxford Librarians' Council (Chair)<br><br>**Oxford College**<br>Dean's Council<br>General Education Program Steering Committee<br>Commencement Committee | **Lara Miller**<br>**Head of Teaching and Learning**<br><br>**Oxford College Library**<br>CST<br>Research Practices (chair)<br>Assessment Team (chair)<br>Website Team<br>Communications Team<br>Collections Team<br>Communications Team<br>DEI Task Force<br>Oxford Librarians Council<br><br>**Oxford College**<br>General Education Assessment Committee<br><br>**Emory Libraries**<br>User Services COP (chair)<br>Library Search Committee | **Ellen Neufeld**<br>**Deputy Director of the Library**<br><br>**Oxford College Library**<br>Communications Team (chair)<br>Collections Team (chair)<br>Research Practices Team<br>DEI Task force<br>Events & Outreach Team<br>Archives & Exhibits team<br>Customer Service Team<br>Managerial Leadership Team<br>Assessment Team<br>Oxford Librarians' Council<br>Sr. Library Specialist Search Comm<br><br>**Oxford College**<br>General Education Assessment Committee |

| | | |
|---|---|---|
| **Emory Libraries**<br>Cabinet<br>University Librarian's Senior Management Team<br>University Senate Library Policy<br>Library Programming Committee Special Collections Steering Committee<br>Emory Librarians Assembly Council<br>Leadership Forum | Instruction Steering Committee<br>Assessment Integration Group | Onboarding Committee<br><br>**Emory Libraries**<br>Peer Review Committee (chair/past chair)<br>EUL Librarians' Assembly Council (ex officio)<br>Collections Steering<br>Metadata Policy committee<br>Differentiated SACS Review committee<br>Leadership Forum |
| **Jessica Robinson**<br>**Director of Library Finance and Operations**<br><br>**Oxford College Library**<br>Library Student Employee Team (chair)<br>Systems Team (chair)<br>Events and Outreach Team (chair)<br>Managerial Leadership Team<br>Customer Service Team<br>Sr. Library Specialist Search Committee (chair)<br>Oxford Librarians' Council<br>DEI Taskforce<br><br>**College**<br>Building Managers<br>Data Advisory Committee<br>Finance and Administration Working Group<br><br>**Emory Libraries**<br>Libraries and Museum Wellness Committee<br>Acquisitions Community of Practice<br>Accessibility and Accommodations Group<br>Leadership Forum<br>Emory Libraries Assembly Council | **Ginny Hudgins**<br>**Teaching and Learning Librarian**<br><br>**Oxford College Library**<br>Collection Development Team<br>Customer Service Team<br>DEI Task Force<br>Digital Projects Team<br>Research Practices<br>Website Team<br>Workshops subcommittee<br>Social media subcommittee<br><br>**Emory Libraries**<br>Undergraduate Services Committee<br>User Services Community of Practice<br>Homosaurus Taskforce | **Sara Nazarian** (hired Feb. '23)<br>**Library Specialist. Sr.**<br><br>**Oxford College Library**<br>Customer Service Team<br>Daily Ops Team<br>Events Team<br>Student Employment Team<br>Reserves Team<br>Fun Committee<br><br>**Emory Libraries**<br>ILL Subcommittee |

# Appendices
# Oxford College Library
# Organization Chart 2022-2023



# Org Chart 2023-2024

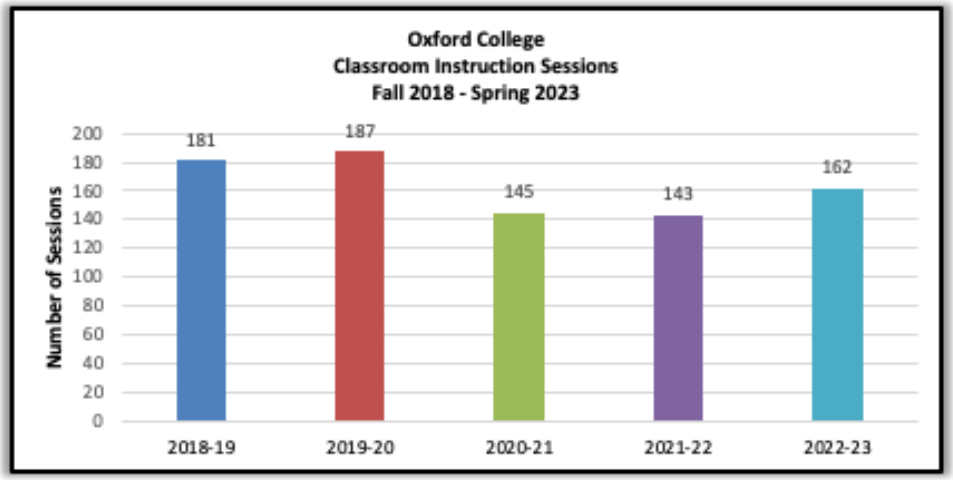


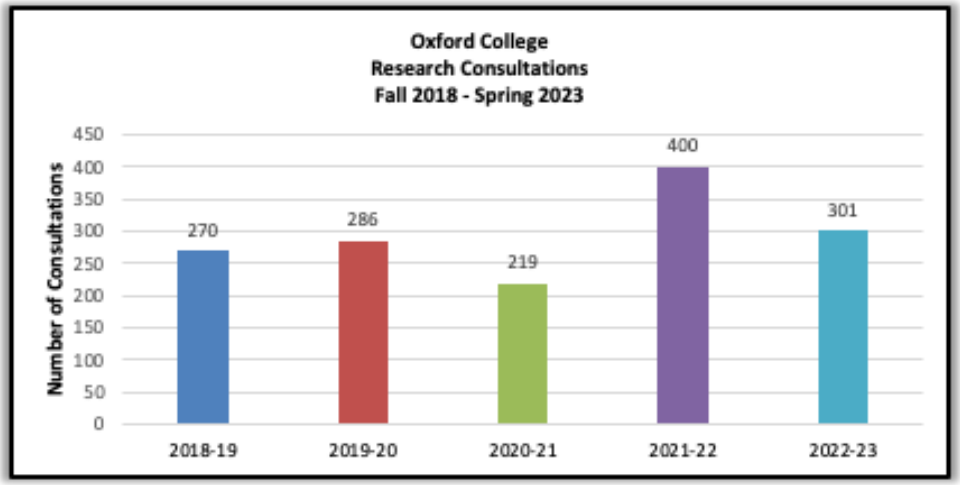
# Appendices

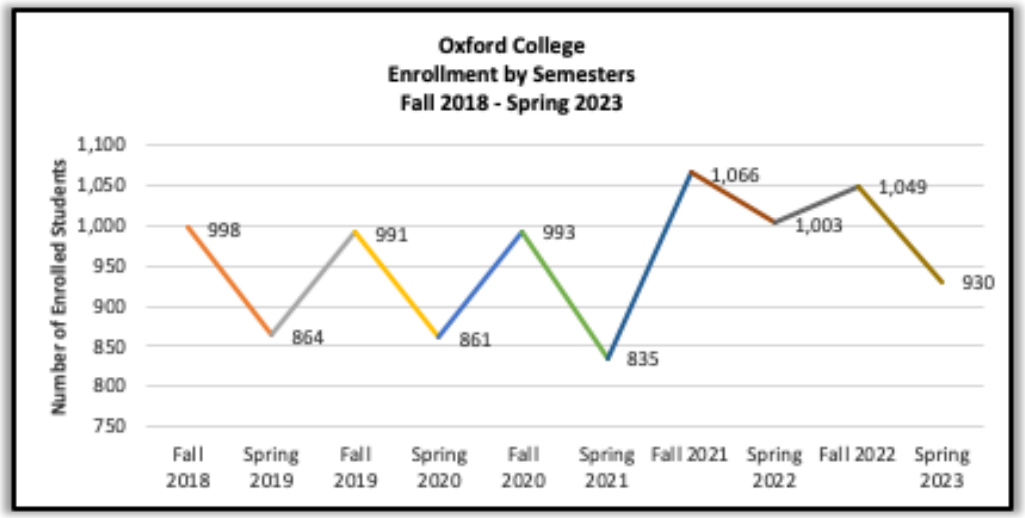
Oxford College Library

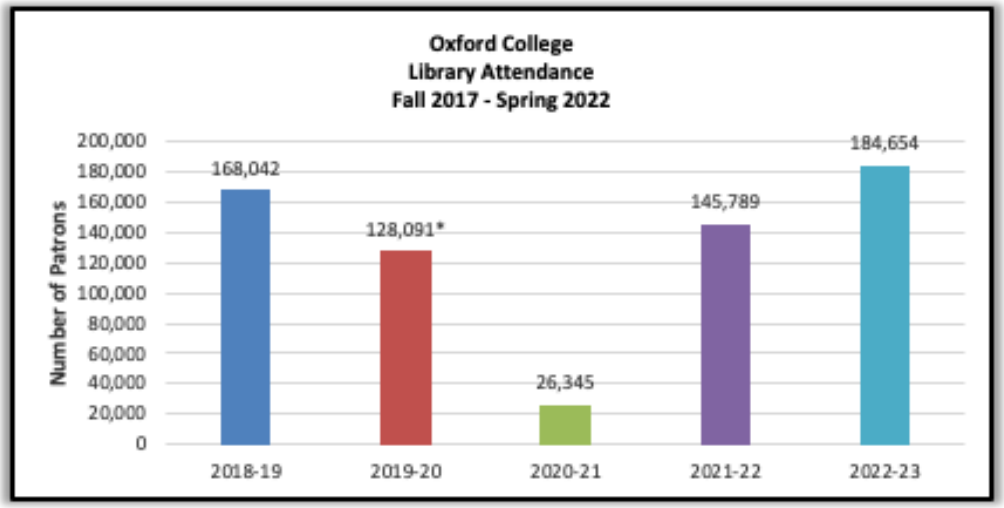
Annual Library Statistics Report

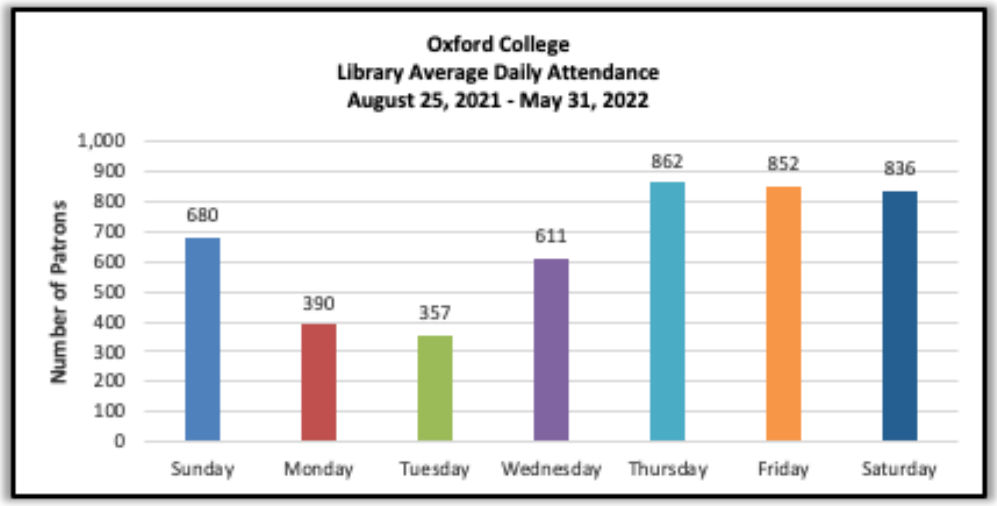
2022 – 2023

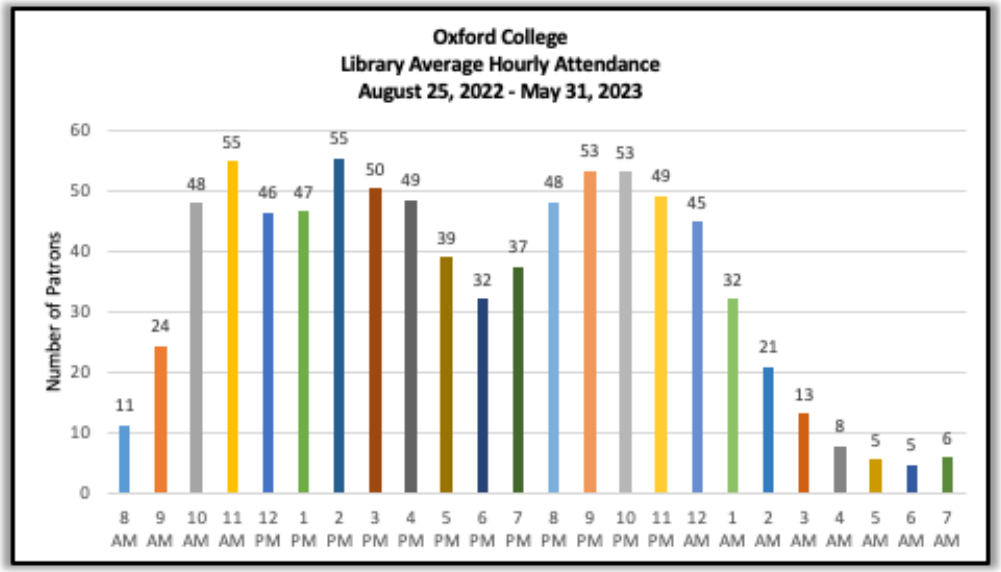


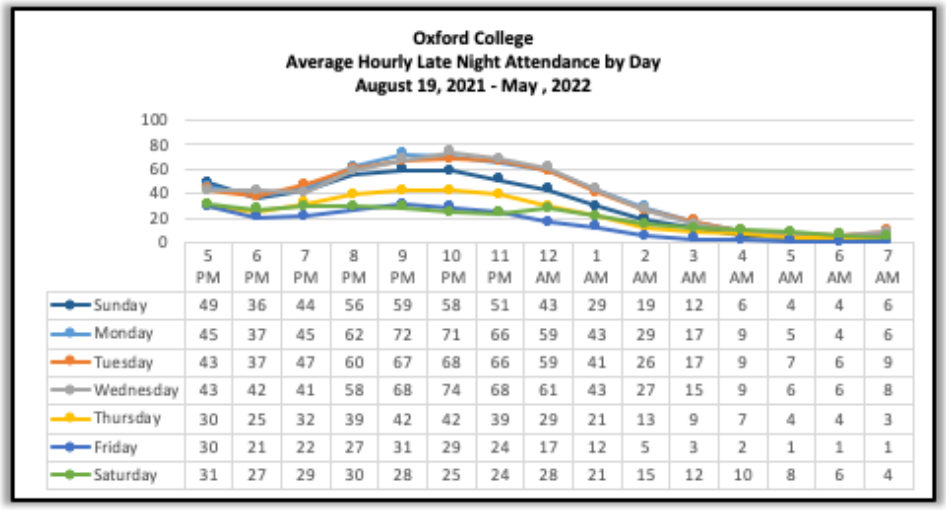

Oxford College
Enrollment by Semesters
Fall 2018 - Spring 2023
Number of Enrolled Students
1,100
1,050
1,000
950
900
850
800
750
998
864
991
861
993
835
1,066
1,003
1,049
930
Fall 2018
Spring 2019
Fall 2019
Spring 2020
Fall 2020
Spring 2021
Fall 2021
Spring 2022
Fall 2022
Spring 2023


Oxford College
Library Attendance
Fall 2017 - Spring 2022
Number of Patrons
200,000
180,000
160,000
140,000
120,000
100,000
80,000
60,000
40,000
20,000
0
168,042
128,091*
26,345
145,789
184,654
2018-19
2019-20
2020-21
2021-22
2022-23

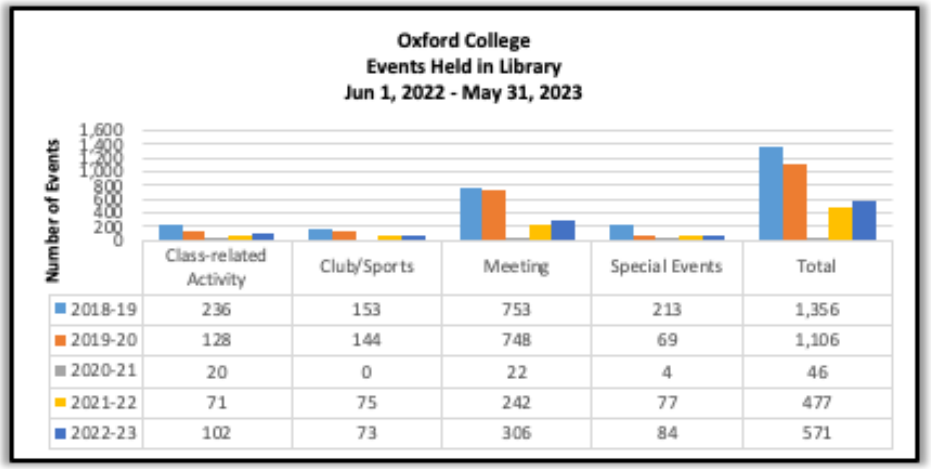


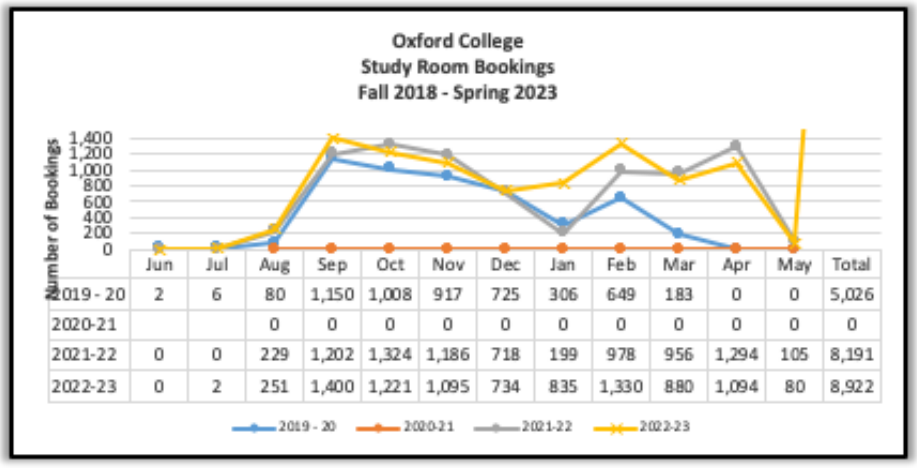

Library security from 12 AM – 8 AM, Sunday – Thursday; 5 PM – 1 AM, Friday; 4pm – 12am Saturday.




| | 5 PM | 6 PM | 7 PM | 8 PM | 9 PM | 10 PM | 11 PM | 12 AM | 1 AM | 2 AM | 3 AM | 4 AM | 5 AM | 6 AM | 7 AM |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Sunday | 49 | 36 | 44 | 56 | 59 | 58 | 51 | 43 | 29 | 19 | 12 | 6 | 4 | 4 | 6 |
| Monday | 45 | 37 | 45 | 62 | 72 | 71 | 66 | 59 | 43 | 29 | 17 | 9 | 5 | 4 | 6 |
| Tuesday | 43 | 37 | 47 | 60 | 67 | 68 | 66 | 59 | 41 | 26 | 17 | 9 | 7 | 6 | 9 |
| Wednesday | 43 | 42 | 41 | 58 | 68 | 74 | 68 | 61 | 43 | 27 | 15 | 9 | 6 | 6 | 8 |
| Thursday | 30 | 25 | 32 | 39 | 42 | 42 | 39 | 29 | 21 | 13 | 9 | 7 | 4 | 4 | 3 |
| Friday | 30 | 21 | 22 | 27 | 31 | 29 | 24 | 17 | 12 | 5 | 3 | 2 | 1 | 1 | 1 |
| Saturday | 31 | 27 | 29 | 30 | 28 | 25 | 24 | 28 | 21 | 15 | 12 | 10 | 8 | 6 | 4 |

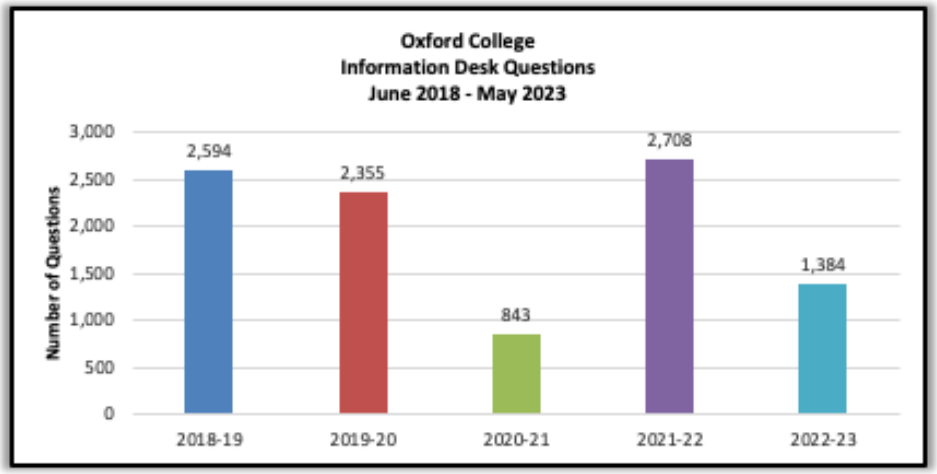


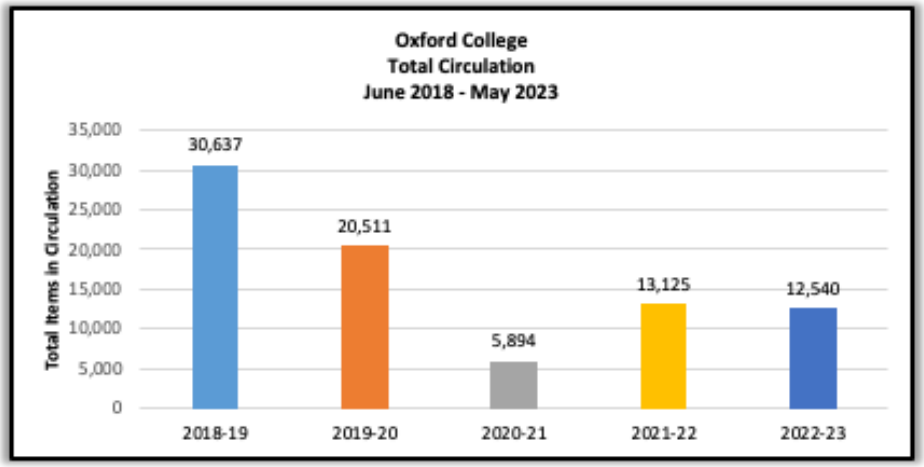

| | Class-related Activity | Club/Sports | Meeting | Special Events | Total |
|---|---|---|---|---|---|
| 2018-19 | 236 | 153 | 753 | 213 | 1,356 |
| 2019-20 | 128 | 144 | 748 | 69 | 1,106 |
| 2020-21 | 20 | 0 | 22 | 4 | 46 |
| 2021-22 | 71 | 75 | 242 | 77 | 477 |
| 2022-23 | 102 | 73 | 306 | 84 | 571 |

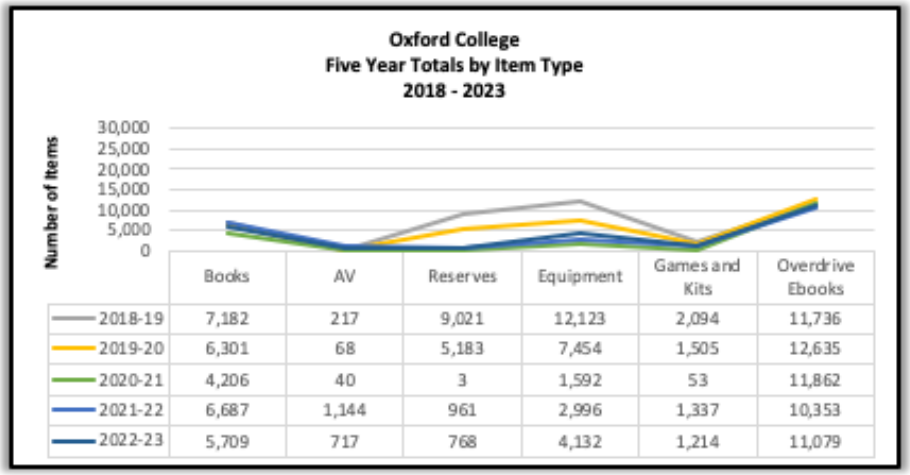



| | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2019 - 20 | 2 | 6 | 80 | 1,150 | 1,008 | 917 | 725 | 306 | 649 | 183 | 0 | 0 | 5,026 |
| 2020-21 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2021-22 | 0 | 0 | 229 | 1,202 | 1,324 | 1,186 | 718 | 199 | 978 | 956 | 1,294 | 105 | 8,191 |
| 2022-23 | 0 | 2 | 251 | 1,400 | 1,221 | 1,095 | 734 | 835 | 1,330 | 880 | 1,094 | 80 | 8,922 |

2019-20, additional rooms became unavailable for booking (converted a room into a VR Room for Academic Technology, converted office for the Deputy Director of the Library, converted to an office for Emory Ombudsman).

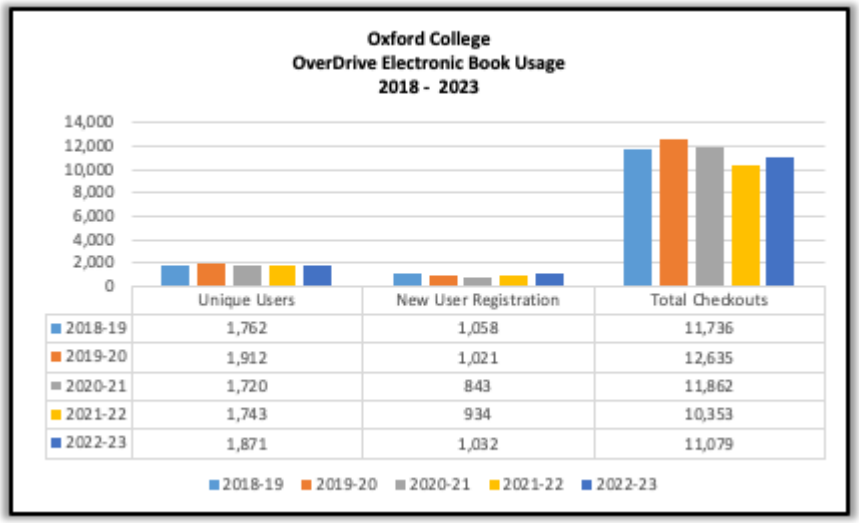


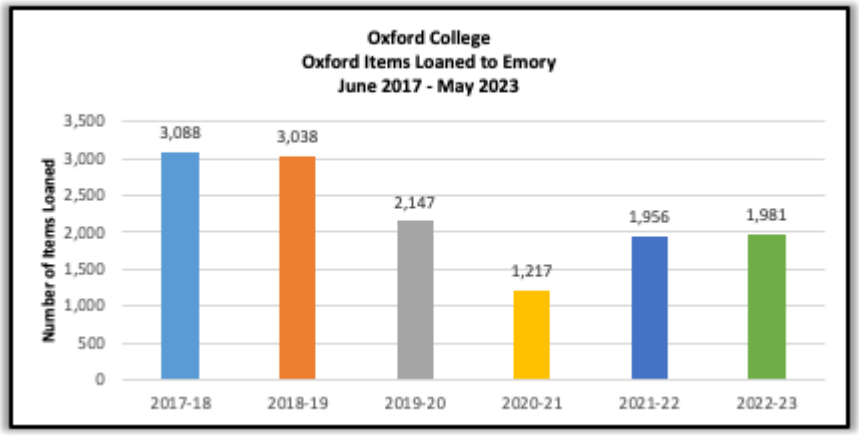



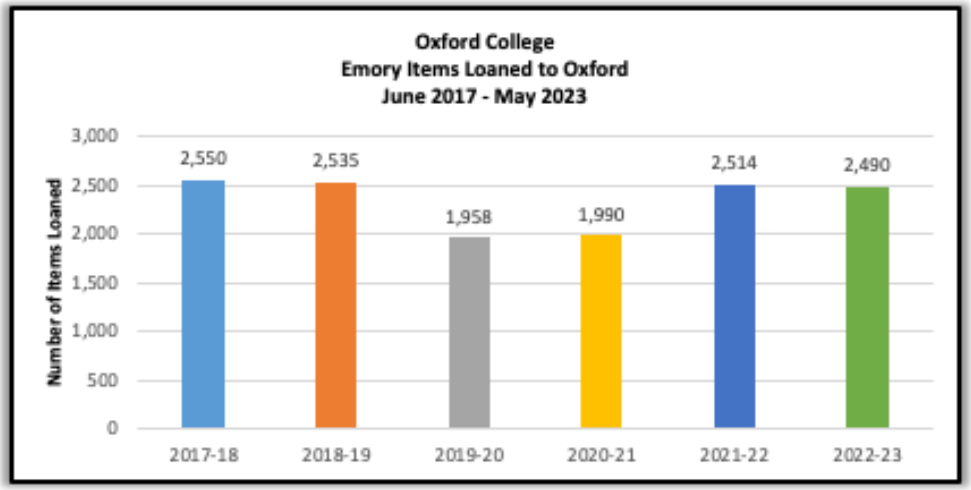



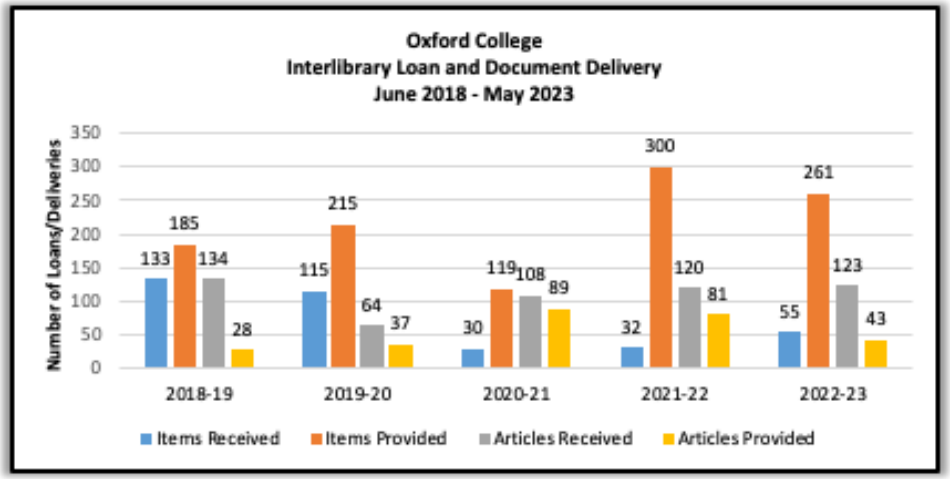

| | Books | AV | Reserves | Equipment | Games and Kits | Overdrive Ebooks |
|---|---|---|---|---|---|---|
| 2018-19 | 7,182 | 217 | 9,021 | 12,123 | 2,094 | 11,736 |
| 2019-20 | 6,301 | 68 | 5,183 | 7,454 | 1,505 | 12,635 |
| 2020-21 | 4,206 | 40 | 3 | 1,592 | 53 | 11,862 |
| 2021-22 | 6,687 | 1,144 | 961 | 2,996 | 1,337 | 10,353 |
| 2022-23 | 5,709 | 717 | 768 | 4,132 | 1,214 | 11,079 |

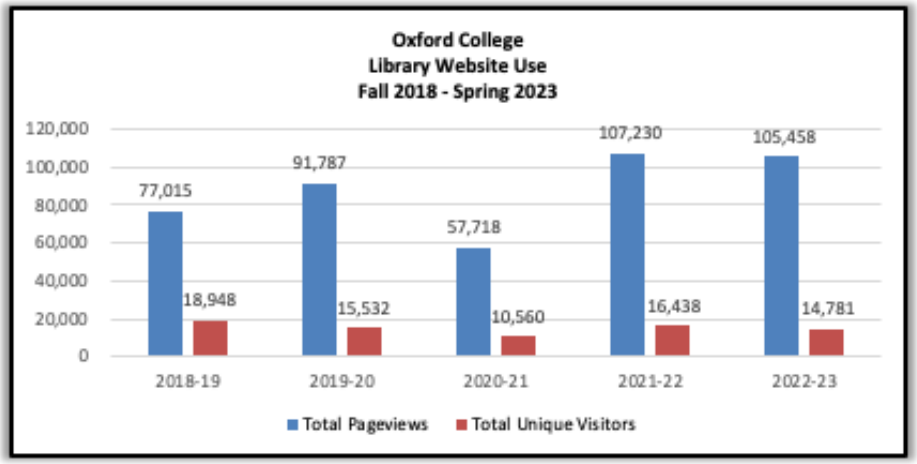
| Physical Collection Resources as of June 2022 | |
|---|---|
| Titles Held | 61,679 |
| Volumes Held | 67,623 |
| Volumes Withdrawn | 809 |
| Physical Media | 1,175 |
| Archives Added (Linear Feet) | 8.31 |
| Total Archives (Linear Feet) | 150.6 |



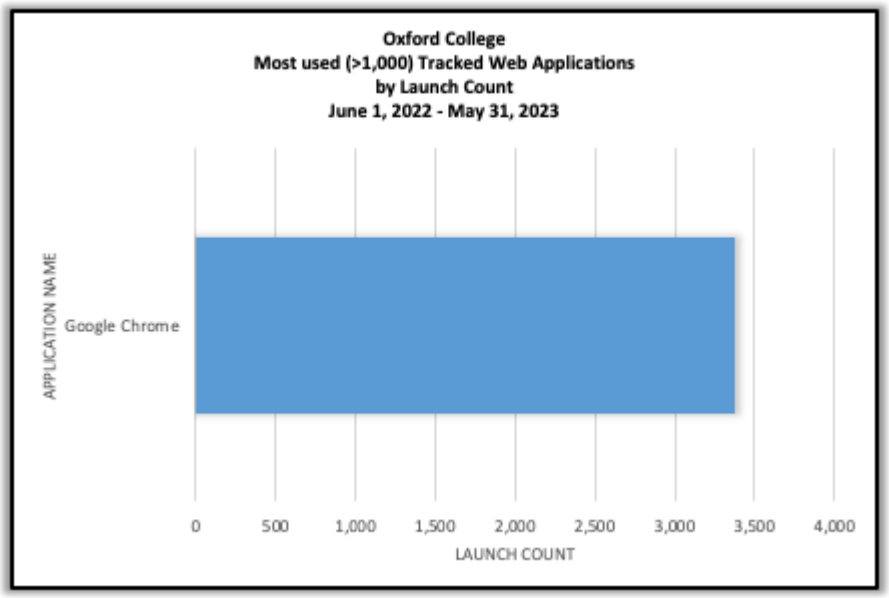

Oxford College
Emory Items Loaned to Oxford
June 2017 - May 2023
Number of Items Loaned
3,000
2,500
2,000
1,500
1,000
500
0
2,550
2,535
1,958
1,990
2,514
2,490
2017-18
2018-19
2019-20
2020-21
2021-22
2022-23

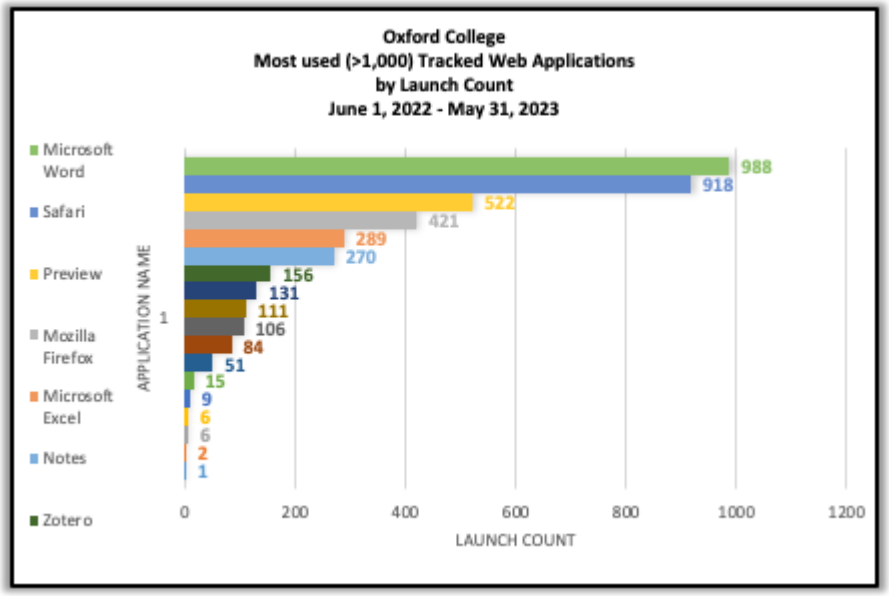

Oxford College
Interlibrary Loan and Document Delivery
June 2018 - May 2023
Number of Loans/Deliveries
350
300
250
200
150
100
50
0
133
185
134
28
115
215
64
37
30
119
108
89
32
300
120
81
55
261
123
43
2018-19
2019-20
2020-21
2021-22
2022-23
Items Received
Items Provided
Articles Received
Articles Provided


Oxford College
Library Website Use
Fall 2018 - Spring 2023
120,000
100,000
80,000
60,000
40,000
20,000
0
77,015
18,948
91,787
15,532
57,718
10,560
107,230
16,438
105,458
14,781
2018-19
2019-20
2020-21
2021-22
2022-23
Total Pageviews
Total Unique Visitors

| Top Library Pages<br>June 2022 - May 2023 | | | |
|---|---|---|---|
| **Rank** | **Page** | **Views** | **Percent of Total** |
| 1 | Homepage | 37,951 | 35.99% |
| 2 | Contact Us | 970 | 0.92% |
| 3 | Hours | 868 | 0.92% |
| 4 | Staff Directory | 781 | 0.82% |
| 5 | Yearbooks | 744 | 0.71% |
| 6 | About Oxford College Library | 493 | 0.47% |
| 7 | Digital Archives | 448 | 0.42% |
| 8 | Collections | 427 | 0.40% |
| 9 | Using the Library | 372 | 0.35% |
| 10 | About | 354 | 0.34% |

Total Page Views: 105,458


Oxford College
Most used (>1,000) Tracked Web Applications
by Launch Count
June 1, 2022 - May 31, 2023
APPLICATION NAME
Google Chrome
0
500
1,000
1,500
2,000
2,500
3,000
3,500
4,000
LAUNCH COUNT


Oxford College
Most used (>1,000) Tracked Web Applications
by Launch Count
June 1, 2022 - May 31, 2023
Microsoft Word
Safari
Preview
Mozilla Firefox
Microsoft Excel
Notes
Zotero
APPLICATION NAME
1
988
918
522
421
289
270
156
131
111
106
84
51
15
9
6
6
2
1
0
200
400
600
800
1000
1200
LAUNCH COUNT