**ANNUAL REPORT AND REVIEW OF ACADEMIC FACULTY**
**2014-2015 Academic Year**

NAME    Wierzbowski, Kenneth R.                    RANK    Sr. Asst. Librarian

DEPARTMENT/UNIT    Library

Required of Faculty teaching 0.5 FTE or more            Optional for Faculty teaching<0.5 FTE)        X

**Effective Performance in Librarianship**

● Successful performance of assigned duties with considerable independence, initiative and productivity, contributions to collection building and instructional effectiveness

•Managed, configured and maintained the library's integrated library system (Ex Libris' Aleph 500). Tasks included:
•Requested and loaded new patron files into Aleph before the start of each semester and interim session.
•Managed student and staff permissions.
•Queried Aleph databases and retrieved various reports as requested by staff.
•Modified various configuration tables which control Aleph's behavior. (Library hours, patron borrowing permissions, item processing statuses, etc.)
•Batch loaded/suppressed monthly bibliographic records from partnered vendors.
•Checked URLs attached to bibliographic records to ensure that they still properly function.

•Maintained a working knowledge of technologies critical to the design and delivery of library services.
•Worked with ProQuest to configure and implement the Summon discovery tool.
•Customized the Summon discovery tool and collaborated with ProQuest Support to resolve outstanding issues.
•Processed and cataloged equipment for the library's Tech Tools collection.
•Configured desktop and handheld barcode scanners.
•Created barcode shelf labels for in-house print periodicals.
•Installed and customized library related software programs on staff PCs.
•Assisted with setup and operation of various webcasting events around campus, including commencement ceremonies and the SUNY Undergraduate Research Conference.
•Continued to investigate emerging technologies and communicated developments to library faculty, staff and students; worked to implement appropriate Web 2.0+ technologies.
•Assisted in collaborative planning, analysis, and assessment of services. Identified and assessed new technologies for use in the delivery of library services.
•Provided reference and instruction services including some evenings and weekends in rotation with other librarians; performed collection management duties as subject liaison.
•Taught three GEP100 information literacy sessions.
•Worked a total of 24 evening and weekend shifts.
•Served as liaison to the Film Studies, Department of African and African-American Studies and Mathematics departments.
•Actively pursued professional development.
•Collaborated with the Art Department to create 3D printed miniature replicas of student artwork to display at the Spring Fling exhibit in the Tower Fine Arts Center.
•Presented at the College Technology Council, SUNYLA conference and the Rochester Mini Maker Faire on 3D printing and scanning technologies.
•Piloted the addition of three Chromebooks to the Tech Tools collection.

- Supervisory and administrative ability

  •Hired and supervised three student workers for the Drake Memorial Library Makerspace and Tech Tools collection.
  •Served in the role of project leader to implement and configure the Summon discovery tool at the Drake Memorial Library.
  •Continued ongoing training of library circulation staff members on Aleph and other systems integral to library circulation services.
  •Served in the role of project leader to procure a Makerspace enclosure on the main floor of the library.
  •Established and continue to develop a functioning Makerspace through program development, cross campus collaboration and garnering student interest.

- Creativity in planning and problem solving and ability to handle successfully tasks of increasing responsibility and complexity

  •Continued to increase knowledge and understanding of the Aleph 500 ILS. This has resulted in increasing responsibilities in the local management of the Aleph client and configuration tables. This knowledge has also enabled the successful resolution of numerous issues and errors through reconfiguration and completion of more complex report requests from staff.
  •Continued to maintain and enhance the Drake Memorial Library Statistics Dashboard; a tool which grants library faculty and staff easy access to statistics that were previously difficult to aggregate. Added additional metrics from partnered vendors including Digital Commons and LibStats.
  •Continued to improve upon best practices for implementation of iPads, Nooks and other devices added to the Tech Tools collection. Updated practices facilitate easier configuration of devices and software and contribute to easier circulation procedures.
  •Librarian Team Leader, ACRL's Assessment in Action: Academic Libraries and Student Success Program. (April 2013 – June 2014).
  •Researched and implemented a Raspberry Pi single-board computer solution to power the library's digital sign. This affordable alternative saved the library hundreds of dollars over a commercial digital signage system.
  •Researched, ordered and set up a cash register in the circulation department to resolve security and accountability issues.
  •Researched, configured and set up receipt printers to work with the Aleph 500 ILS. This helped to to streamline circulation procedures and reduced use of pap


  Non peer-reviewed or adjudicated scholarly and creative products
  •Created and designed a program for the Publishing in Libraries conference.
  •Continued to manage the Tech Tools LibGuide, the Domestic/Dating Violence Resources LibGuide and the Film Studies and African and African-American Studies LibGuides after migration to the Libguides v2.0 platform.
  •Continued work from the previous semester to update and graphically enhanced a PowerPoint slideshow entitled, "Veterans Among Us," displayed during Veteran's Day activities throughout campus.
  •Helped to remedy the cable management issue in the circulation department through the acquisition and setup of wiring loom.
  •Created quick-start guides for new equipment added to the Tech Tools collection.
  •Improved upon a design for a certificate of appreciation issued to students by Digital Commons.
  •Created and designed a background template for the Raspberry Pi powered digital sign.
  •Designed the "LibGuides Guided: How Research and Collaboration Leads to Success" poster presented at the 2015 ACRL Conference in Portland, OR.
  •Developed an electronic solution to replace the Check-In/Check-Out slip used by the circulation department to streamline service and reduce errors.

- Anticipated Activities

•Continue to build upon knowledge gained through the Assessment in Action program to help develop a program of continuous and ongoing assessment of library services and contribute to a culture of assessment within the library and across campus.
•Continue development and expansion of the Drake Memorial Library Statistics Dashboard.
•Continue self-study of programming languages and technology skills which can be applied to various projects in the Drake Library.
•Continue the development of the Drake Memorial Library Makerspace through workshops, cross campus collaboration and the expansion of campus access to 3D technologies.

Information provided should be for the current academic year. Please include specific dates for professional activities and achievements.  **Report of summer activities is optional**.

### TEACHING

**I.      Scheduled Teaching**

*Courses and Enrollment*

*Grade Distribution*

*IAS Scores*

*Supplemental Department Evaluations*

**II.      Other Instruction-related Responsibilities          Numbers of each type of involvement**

| | Fall 2014 | Spring 2015 |
|---|---|---|
| Directed studies taught: | 0 | 0 |
| Independent Studies sponsored: | 0 | 0 |
| Internship and practicum supervision: | 0 | 0 |
| Undergraduate thesis or projects: | 0 | 0 |
| Graduate thesis or projects: | 0 | 0 |
| Other special projects: | 3 | 0 |

Describe other special projects

GEP100 Information Literacy Session, Drake Memorial Library. (October 24, 2014).

GEP100 Information Literacy Session, Drake Memorial Library. (September 26, 2014).

GEP100 Information Literacy Session, Drake Memorial Library. (September 22, 2014).

**III.      Advisement**

Number of Assigned Advisees        Fall 2014 _____ Spring 2015 _____

Discuss your approaches and strategies in the area of advisement, and in actively promoting student engagement.

**IV.      Teaching, Other Activities**

November 20th, 2014 - Research Consultation with student.

November 13th, 2014 - Gave students an overview of available library technology resources and demonstrated how to use equipment to Dr. Barbara LeSavoy's class in the Drake Library.

July 17th, 2014- Taught an in-depth refresher training on the Aleph 500 Integrated Library System for Circulation staff.

January 30th, 2015 -   Co-taught a 'Tech 101' session for library faculty and staff. Reviewed policies and available IT resources.


**V.      Professional Development Activities Related to Teaching**

   January 16, 2015, Workshop, "Introduction to Blackboard"


**VI.     Reflective Statements on Teaching**

The following 7 questions replace the single Faculty Narrative, Reflective Statement on Teaching. Each question has its own text box with a 200 word limit.

**i.      Please reflect on how you challenged students academically this year.**

**ii.     Please reflect on how your pedagogical methods encouraged learning.**

**iii.    Please reflect on how you interacted with students outside of class this past year in academically enriching activities.**

**iv.     Where applicable, please reflect on how you helped provide a supportive campus environment this past year.**

**v.      Where applicable, please reflect on how you provided students with an educationally enriching environment this past year.**

**vi.     If you made significant revisions to your courses, please describe them as well as the rationale behind such changes (e.g., student feedback/assessment, disciplinary changes, professional development activities, peer evaluation, accreditation demands, personal reflection, etc.).**

**vii.    Describe assessment activities for your courses this year, focusing on those that relate to stated course learning objectives, discussing your approach and challenges. Discuss changes you intend to make based on this assessment data.**

**viii.   Additional reflections**

**SCHOLARSHIP, RESEARCH AND CREATIVE ACCOMPLISHMENTS**

*Please provide <u>full bibliographic citations</u> to all published work.*

I.  <u>Peer-reviewed</u> and adjudicated scholarly and creative products

II. Externally-funded projects or grants

III. Presentations

> Wierzbowski, K. (Author Only), Spencer, E. (Presenter & Author), Scholars Day 2015, "3D Scanning at the Library Makerspace," The College at Brockport. (April 8, 2015).

> Dumuhosky, L. (Presenter & Author), Rath, L. T. (Author Only), Wierzbowski, K. (Author Only), ACRL Portland, "Libguides Guided: How Research and Collaboration Leads to Success," Association of College and Research Libraries, Portland, OR. (March 27, 2015).

> Toth, G. M. (Discussant), Wierzbowski, K. (Leader), Prince, W. (Discussant), Myers, K. H. (Discussant), CTC Meeting, "Drake Makerspace Initiative," College Technology Council, CELT. (March 6, 2015).

> Toth, G. M. (Presenter Only), Wierzbowski, K. (Coordinator/Organizer), Myers, K. H. (Presenter Only), Mini Maker Faire, "3D Printing at the College at Brockport," NYSCATE, MAKE:makezine.com, Rochester, NY. (November 22, 2014).

IV. Non peer-reviewed or adjudicated scholarly and creative products.

V.  Other Scholarly & Creative Work

  i.  Work Accepted

> Wierzbowski, K. (Principal), "Arduino open-source hardware/software kits for the Drake Memorial Library Makerspace," Sponsored by Faculty/Staff Technology Support Initiative, The College at Brockport, $1,170.00. (July 1, 2015 - June 30, 2016).

  ii. Work Submitted

  iii. Work in Progress

VI. Internal Grants, Publications and Presentations

> Grant, "3D Printer - 2nd Year". (July 1, 2014 - June 30, 2015).

> Grant, "Filabot Wee and Reclaimer". (July 1, 2014 - June 30, 2015).

VII. Professional Development Activities Related to Scholarly/Creative Endeavors

> May 20, 2015, Webinar, "Enhance Your College Classroom with 3D Printing"

> April 6, 2015 - May 3, 2015, Continuing Education Program, "Taking the Struggle Out of Statistics"

> April 8, 2015, Conference Attendance, "Scholars Day 2015"

> March 25, 2015 - March 28, 2015, Conference Attendance, "ACRL 2015"

> March 20, 2015, Conference Attendance, "Publishing in Libraries"

March 19, 2015, Conference Attendance, "Ed Tech Day 2015"

March 5, 2015, Webinar, "Policy Issues for 3D Printing technologies in Libraries"

January 30, 2015, Conference Attendance, "SUNYLA Midwinter Online Conference 2015"

November 8, 2012 - December 2014, Workshop, "iPad Users Group"

July 2012 - December 2014, Faculty Learning Community, "New Faculty"

November 22, 2014, Conference Attendance, "Rochester Mini Maker Faire"

November 20, 2014, Workshop, "Embedded Librarians Supporting Student Research"

October 2, 2014, Conference Attendance, "The College at Brockport's 14th Annual Diversity Conference"

September 10, 2014, Workshop, "MARC Record Webinar"

August 7, 2014, Workshop, "Summon Web-Scale Discovery Training"

April 2013 - July 2014, Librarian Team Leader, "ACRL's Assessment in Action: Academic Libraries and Student Success Program"

July 15, 2014, Workshop, "Summon Administration Consoles Training"

July 11, 2014, Workshop, "Summon Data Optimization Training"

July 7, 2014, Workshop, "Client Center and 360 Core Training"

VIII.   Reflective Statements on Scholarship

i.      Please reflect on the significance and impact of your scholarly accomplishments this year including, but not limited to, how your scholarship informed your teaching.

ii.     Please comment on your scholarly plans for next year.

**COLLEGE, COMMUNITY, AND PROFESSIONAL SERVICE**

Do not simply list your committee memberships or other activities. Please specify your role and key accomplishments.

I.   Departmental service (other than advising)

  Committee Member, Rare Book and Special Collections Review Committee. (February 2014 - Present).
   Committee to review the holdings and purpose of our rare books and special collections materials.

  Committee Member, Drake Library Holiday Party Planning Committee. (November 14, 2013 - Present).
   Collaborated with colleagues to plan the holiday staff party. Responsibilities include setting up decorations and equipment, organizing catering services and purchasing party supplies.

  Committee Member, 3D Printer Committee. (May 2013 - Present).
   Manage policies, procedures, logistics, student workers and other miscellaneous tasks related to offering access of the 3D printer to the campus community.

  Volunteer, Transfer Student Open House. (April 23, 2015).
   Manned an informational table and spoke with transfer students about library resources and services.

  3D Printing Demonstrator, 2nd Annual ComicCon at the Drake Memorial Library. (February 27, 2015).

  Committee Member, Discovery Layer Committee. (September 2013 - August 2014).
   Committee charged with researching the functionality, pricing and other factors in available discovery layer products and providing the library with a purchase recommendation based on these findings.

  Committee Member, Tech Tools Advisory Committee. (March 2013 - August 2014).

  Librarian Team Leader, ACRL's Assessment in Action: Academic Libraries and Student Success Program. (April 2013 - July 2014).

II.  College service

  Committee Member, Supporting MS Monitoring Report Committee. (January 2015 - Present).
   Help to format and prepare the Middle States Monitoring Report for presentation to the Middle States accrediting body.

  Committee Member, Institutional Effectiveness and Accountability Committee. (November 2014 - Present).
   Mission – Provide an institutional view of assessment. We will provide leadership, oversight, and support for The College at Brockport
   assessment efforts aimed at enhancing the quality of College programs and services.

  Equipment cataloger and circulation logistics, edTPA Camera Kit Program. (August 2013 - Present).
   Assisted the edTPA program in cataloging and circulating video cameras and tripods to student teacher candidates. Ongoing duties include running reports, modifying lending periods and improving logistics to circulate kits.

  Campus Survey Administrator, MISO Survey. (July 2013 - Present).

  Committee Member, Veterans Day Committee/Veterans Advisory Board. (August 21, 2012 - Present).

Webcast Technician, Undergraduate Commencement. (May 16, 2015).

Webcast Technician, Graduate Commencement. (May 15, 2015).

Webcast Technician, SUNY Undergraduate Research Conference. (April 10, 2015).

Committee Member, iPUG (iPad Users' Group). (September 2013 - December 2014).

Committee Member and Volunteer, Veterans Day 5K Run. (November 15, 2014).
  Assisted with basket raffle and drawing.

Volunteer and Committee Member, The Giant READ. (October 2013 - October 2014).
  Volunteers at Giant READ events by engaging students and distributing books and school
  supplies. Locally helps to acquire and materials for and assemble goodie bags for children.
  Student-athletes and librarians team to encourage Rochester elementary students to read.
  Student-athletes and librarians visit children at Theodore Roosevelt School No. 43 as part of the
  Giant Read program, which is designed to promote literacy to elementary students.

Webcast Technician, Diversity Conference. (October 2, 2014).

III. Public and community service (must be related to area of professional expertise)

IV. Service to the discipline or profession (work in professional organizations. etc.)

  Project Team Member, World War I Poster Cataloging and Digitization Project, The Buffalo and Erie
    County Public Library, Buffalo, NY. (January 2011 - Present).

V. Other civic engagement

VI. Professional Development Activities Related to Service

  October 22, 2014, Workshop, "Title IX Training"

# EFFECTIVE PERFORMANCE IN LIBRARIANSHIP
## Kenneth R. Wierzbowski

**I.  Successful performance of assigned duties with considerable independence, initiative and productivity, contributions to collection building and instructional effectiveness**

•Managed, configured and maintained the library's integrated library system (Ex Libris' Aleph 500). Tasks included:
•Requested and loaded new patron files into Aleph before the start of each semester and interim session.
•Managed student and staff permissions.
•Queried Aleph databases and retrieved various reports as requested by staff.
•Modified various configuration tables which control Aleph's behavior. (Library hours, patron borrowing permissions, item processing statuses, etc.)
•Batch loaded/suppressed monthly bibliographic records from partnered vendors.
•Checked URLs attached to bibliographic records to ensure that they still properly function.

•Maintained a working knowledge of technologies critical to the design and delivery of library services.
•Worked with ProQuest to configure and implement the Summon discovery tool.
•Customized the Summon discovery tool and collaborated with ProQuest Support to resolve outstanding issues.
•Processed and cataloged equipment for the library's Tech Tools collection.
•Configured desktop and handheld barcode scanners.
•Created barcode shelf labels for in-house print periodicals.
•Installed and customized library related software programs on staff PCs.

•Assisted with setup and operation of various webcasting events around campus, including commencement ceremonies and the SUNY Undergraduate Research Conference.
•Continued to investigate emerging technologies and communicated developments to library faculty, staff and students; worked to implement appropriate Web 2.0+ technologies.
•Assisted in collaborative planning, analysis, and assessment of services. Identified and assessed new technologies for use in the delivery of library services.
•Provided reference and instruction services including some evenings and weekends in rotation with other librarians; performed collection management duties as subject liaison.
•Taught three GEP100 information literacy sessions.
•Worked a total of 24 evening and weekend shifts.
•Served as liaison to the Film Studies, Department of African and African-American Studies and Mathematics departments.
•Actively pursued professional development.
•Collaborated with the Art Department to create 3D printed miniature replicas of student artwork to display at the Spring Fling exhibit in the Tower Fine Arts Center.
•Presented at the College Technology Council, SUNYLA conference and the Rochester Mini Maker Faire on 3D printing and scanning technologies.
•Piloted the addition of three Chromebooks to the Tech Tools collection. (2014-2015)

•Managed, configured and maintained the library's integrated library system (Ex Libris' Aleph 500) and web OPAC (AquaBrowser). Tasks included:

oRetrieved and analyzed monthly material processing statistics.
oRequested and loaded new patron files into Aleph before the start of each semester and interim session.
oManaged student and staff permissions.
oQueried Aleph databases and retrieved various reports as requested by staff.
oModified various configuration tables which control Aleph's behavior. (Library hours, patron borrowing permissions, item processing statuses, etc.)
oCollaborated with Aquabrowser Support to customize the web catalog and resolve outstanding issues.
oTracked and documented Aleph issues and fixes using the FootPrints Service Core support tool.
oBatch loaded/suppressed monthly bibliographic records from partnered vendors.
oChecked URLs attached to bibliographic records to ensure that they still properly function.

•Maintained a working knowledge of technologies critical to the design and delivery of library services.
•Optimized Digital Commons pages to enhance their ranking and placement in search engine results.
•Processed and cataloged equipment for the library's Tech Tools collection.
•Configured desktop and handheld barcode scanners.
•Created barcode shelf labels for in-house print periodicals.
•Installed and customized library related software programs on staff PCs.
•Assisted with setup and operation of various webcasting events around campus, including the International Guild of Musicians in Dance conference and a special CELT workshop session.
•Continued to Investigate emerging technologies and communicated developments to library faculty, staff and students; worked to implement appropriate Web 2.0+ technologies.
•Assisted in collaborative planning, analysis, and assessment of services. Identified and assessed new technologies for use in the delivery of library services.
•Provided reference and instruction services including some evenings and weekends in rotation with other librarians; performed collection management duties as subject liaison.
oTaught two GEP100 information literacy sessions.
oWorked a total of 22 evening and weekend shifts.
oServed as liaison to the Film Studies program and the Department of African and African-American Studies.
•Actively pursued professional development.
•Assisted with coverage at the MetroCenter Library by providing reference services for an afternoon shift. (2013-2014)

II.    **Supervisory and administrative ability**

•Hired and supervised three student workers for the Drake Memorial Library Makerspace and Tech Tools collection.

•Served in the role of project leader to implement and configure the Summon discovery tool at the Drake Memorial Library.
•Continued ongoing training of library circulation staff members on Aleph and other systems integral to library circulation services.
•Served in the role of project leader to procure a Makerspace enclosure on the main floor of the library.
•Established and continue to develop a functioning Makerspace through program development, cross campus collaboration and garnering student interest. (2014-2015)

•In the role of Campus Survey Administrator, collaborated with LITS staff to set up and implement the 2014 MISO Survey for the Spring 2014 semester.
•Co-supervised three Tech Tools student workers by monitoring and assigning duties as required.
•Directly supervised an additional Tech Tools student worker and a student volunteer who worked exclusively with the library's MarkerBot 3D Printer. Guided and monitored their operation of the 3D printer and 3D scanner.
•Trained 3 new library circulation staff members on Aleph and other systems integral to library circulation services. (2013-2014)

### III. Creativity in planning and problem solving and ability to handle successfully tasks of increasing responsibility and complexity

•Continued to increase knowledge and understanding of the Aleph 500 ILS. This has resulted in increasing responsibilities in the local management of the Aleph client and configuration tables. This knowledge has also enabled the successful resolution of numerous issues and errors through reconfiguration and completion of more complex report requests from staff.
•Continued to maintain and enhance the Drake Memorial Library Statistics Dashboard; a tool which grants library faculty and staff easy access to statistics that were previously difficult to aggregate. Added additional metrics from partnered vendors including Digital Commons and LibStats.
•Continued to improve upon best practices for implementation of iPads, Nooks and other devices added to the Tech Tools collection. Updated practices facilitate easier configuration of devices and software and contribute to easier circulation procedures.
•Librarian Team Leader, ACRL's Assessment in Action: Academic Libraries and Student Success Program. (April 2013 – June 2014).
•Researched and implemented a Raspberry Pi single-board computer solution to power the library's digital sign. This affordable alternative saved the library hundreds of dollars over a commercial digital signage system.
•Researched, ordered and set up a cash register in the circulation department to resolve security and accountability issues.
•Researched, configured and set up receipt printers to work with the Aleph 500 ILS. This helped to to streamline circulation procedures and reduced use of pap

Non peer-reviewed or adjudicated scholarly and creative products
•Created and designed a program for the Publishing in Libraries conference.
•Continued to manage the Tech Tools LibGuide, the Domestic/Dating Violence Resources LibGuide and the Film Studies and African and African-American Studies LibGuides after migration to the Libguides v2.0 platform.
•Continued work from the previous semester to update and graphically enhanced a PowerPoint slideshow entitled, "Veterans Among Us," displayed during Veteran's Day activities throughout campus.
•Helped to remedy the cable management issue in the circulation department through the acquisition and setup of wiring loom.
•Created quick-start guides for new equipment added to the Tech Tools collection.
•Improved upon a design for a certificate of appreciation issued to students by Digital Commons.
•Created and designed a background template for the Raspberry Pi powered digital sign.
•Designed the "LibGuides Guided: How Research and Collaboration Leads to Success" poster presented at the 2015 ACRL Conference in Portland, OR.
•Developed an electronic solution to replace the Check-In/Check-Out slip used by the circulation department to streamline service and reduce errors. (2014-2015)

•Continued to increase knowledge and understanding of the Aleph 500 ILS. This has resulted in increasing responsibilities in the local management of the Aleph client and configuration tables. This knowledge has also enabled

the successful resolution of numerous issues and errors through reconfiguration and completion of more complex report requests from staff as documented in the FootPrints Service Core support tool.

•Created and continuously maintain the Drake Memorial Library Statistics Dashboard; a tool which grants library faculty and staff easy access to statistics that were previously difficult to aggregate. Added additional metrics from partnered vendors including Serials Solutions and Films on Demand.

•Continued to improve upon best practices for implementation of iPads, Nooks and other devices added to the Tech Tools collection. Updated practices facilitate easier configuration of devices and software and contribute to easier circulation procedures.

•Librarian Team Leader, ACRL's Assessment in Action: Academic Libraries and Student Success Program. (April 2013 – July 2014).

•Co-organized an informational session at the library to engage and inform members of the New Faculty Learning Community about available services and resources.

•Worked with Mildred Sefranek to implement a circulating library at the Rochester Educational Opportunity Center. Visited the EOC library to install the Aleph 500 ILS software suite on their computer and instruct and provide support in its operation and function. Modified Aleph configuration tables to create a new and unique patron type for EOC students which limited them to borrowing only EOC library materials at a custom loan interval.

•Researched and implemented a method on the reference librarian computer to extend wallpaper images to its second monitor. Previously this monitor remained blank and faced outward toward the patrons. With this method, advertising images and other content can be displayed, providing another opportunity to market the library brand and other offerings and services.

•Co-developed and implemented a process to catalog, process and circulate camera kits for the edTPA student teaching program. Worked with Jennifer St. John and Logan Rath to address problems and concerns to help the library manage these kits. Ran circulation reports for Jennifer St. John as requested.

•Surveyed and moved the reference librarian PC to its current location at the far end of the consolidated library services desk. Resolved a number of wiring and physical limitations of the space to create a fully functioning and comfortable workspace.

•Setup, configured and rewired the new iPad charging cart to meet the needs of the Drake Memorial Library. Modifications included additional surge protectors, alteration of original wiring to accommodate both Apple Lightning and dock charging cables and added hooks to organize materials pouches.

•Reconfigured and rewired the laptop charging cart to resolve the complicated and messy wiring that was in place.

•Through research and troubleshooting developed a method to configure Windows 7 PCs to allow label printing through the OCLC Connexion software client. Labels printed without issue on previous versions of Windows, but not on version 7. Fix included modifying permissions and running compatibility mode on PC in Technical Services.


Non peer-reviewed or adjudicated scholarly and creative products

•Designed and created a number of marketing products to promote the upcoming Promoting Scholarly Communication through Open Access Journals conference.

•Served in the role as webmaster for the Promoting Scholarly Communication through Open Access Journals conference website.

•Designed a number of desktop wallpaper images to be used on the Reference Librarian PC for use in marketing and branding.

•Created and manage the Tech Tools LibGuide, co-created and manage the Domestic/Dating Violence Resources LibGuide and co-manage the Film Studies and African and African-American Studies LibGuides.

•Continued work from the previous semester to update and graphically enhanced a PowerPoint slideshow entitled, "Veterans Among Us," displayed during Veteran's Day activities throughout campus.

•Created quick-start guides for new equipment added to the Tech Tools collection.

•Created and modified a PowerPoint-based 'Jeopardy' game for use at the Drake Memorial Library's 1st Annual ComicCon event. (2013-2014)


## IV. Anticipated Activities

•Continue to build upon knowledge gained through the Assessment in Action program to help develop a program of continuous and ongoing assessment of library services and contribute to a culture of assessment within the library and across campus.

•Continue development and expansion of the Drake Memorial Library Statistics Dashboard.

•Continue self-study of programming languages and technology skills which can be applied to various projects in the Drake Library.
•Continue the development of the Drake Memorial Library Makerspace through workshops, cross campus collaboration and the expansion of campus access to 3D technologies. (2014-2015)

•Continue as Librarian Team Leader in the ACRL Assessment in Action: Academic Libraries and Student Success Program. Program concludes with a poster presentation at the 2014 ALA Annual Conference & Exhibition in Las Vegas, NV in June 2014.
•Present two sessions during the 2014 SUNYLA Conference: ACRL's Assessment in Action: Assessing Library Instruction, Collaborating across Campus (principal presenter) and What We've Learned So Far and From Superhero Rings to Tangled Plastic Spaghetti: Our Year With a 3D Printer (principal presenter)
•Continue to build upon knowledge gained through the Assessment in Action program to help develop a program of continuous and ongoing assessment of library services and contribute to a culture of assessment within the library and across campus.
•Continue development, migration, and expansion of the Drake Memorial Library Statistics Dashboard.
•Teach in-house workshops for faculty and staff on how to use Piktochart infographic authoring software, and other new devices added to the Tech Tools collection.
•Co-author an article with Logan Rath about the design and implementation of the "Request It!" service.
•Continue participation and collaboration with the New Faculty Learning Community.
•Develop an alternative and low-cost digital signage solution using a Raspberry Pi computer to make it easier to manage the library's main digital sign.
•Research Aleph's booking module feature in efforts to provide students with better access to reserve materials.
•Develop an electronic version of the Check-In/Check-Out slip used by the circulation department to streamline service and reduce level of errors.
•Work with colleagues to provide technical support in making the transition to the Summon 2.0 Discovery Layer service.
•Work with colleagues to provide technical support in making the transition to the libguides 2.0 research guide service. (2013-2014)