

One Time Only Grants
Special Funding Request

UM-Helena College of Technology

Library Core Collection

March 1, 2007

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Narrative

STATEMENT OF NEED

Transfer Degree Programs

The College needs a core collection of books, recordings, and reference materials to support the academic activities of a growing student body enrolled in two year transfer degree programs and nursing programs. The College added an Associate of Science Degree in 1996, an Associate of Arts Degree in 2003, and a Registered Nursing Degree in 2005. From fall 2001 to fall 2005, headcount of students enrolled in transfer education and non-degree classes more than doubled and by fall 2005 accounted for 44% of all students.

Collection Deficiency

At present, the College's library is profoundly deficient in size, subject coverage, and depth. This is a concern for how we serve our students' educational needs and it is an issue for accreditation.

- **While national standards** suggest a minimum of 30,000 volumes to serve a student population < 1,000,¹ the College's library has a collection of approximately 6,300 volumes.
- **Compared to other Montana 2-year colleges**, UM-Helena is far below peer institutions in the collection we offer our students. For example, as of Spring 2006, UM-Helena's collection was approximately 1/5 the size of the collection at Missoula COT, 1/4 the size of Dawson Community College, 1/3 the size of the collection at Miles Community College, and 1/2 the size of MSU Great Falls' library. (*see Appendix I, Appendix II*)
- **At the funding levels we have had** over the past several years, we have been adding volumes to the collection at less than one book per student (FTE) per year.
- **This deficiency in the library's collection has been noted in our accreditation** report of 2000, (*Recommendation 5: Continue increasing the institution's core collection . . . to achieve adequate support of the College courses and programs, particularly for the Associate of Science Programs --Standard Five: 5.A.1, 5.A.2, and 5.B.1*) and most recently in the Interim Report of 2005 which stated that "*the collection remains relatively small compared to other libraries with the College's student population and program mix . . . (and) the Evaluation committee believes that increasing the core collection should continue to be a priority for the College . . .*"² "*. . .the Committee remains concerned that the levels of financial support may not be sufficient to keep pace with the increase in students, particularly student in university transfer programs*"³

¹ Standards for Community, Junior, and Technical College Learning Resource Programs. "Standard Six: Collections." Association of College and Research Libraries, American Library Association, 1994.
<http://www.ala.org/>

² Northwest Commission on Colleges and Universities. *A Regular Interim Report. University of Montana – Helena College of Technology. March 31 & April 1, 2005.* p.7

³ Ibid. p.8

APPROACH

The addition of 7,000 volumes to the library would create a basic core collection to support the college's educational programs.

- **Selection of items** to be added would be made by the librarian (Janice Bacino, MLS, AHIP), in consultation with faculty and staff, the Library Advisory Committee, and with the services of an opening day collection/book jobber such as Baker & Taylor or Ingrams. (Timeline: Months 1-9)
- **Cataloging the items** would be done by the library assistant (Mary Ann George) using the OCLC database to which we already subscribe cooperatively with other Montana libraries on a flat fee basis. (Timeline: Months 9-24)
- **Physical processing of materials** would be done by work study students. (Timeline: Months 9-24)
- **Space and shelving in the new library** will accommodate this growth of the collection. **Additional shelving has been secured through donation.**

COOPERATIVE BENEFIT

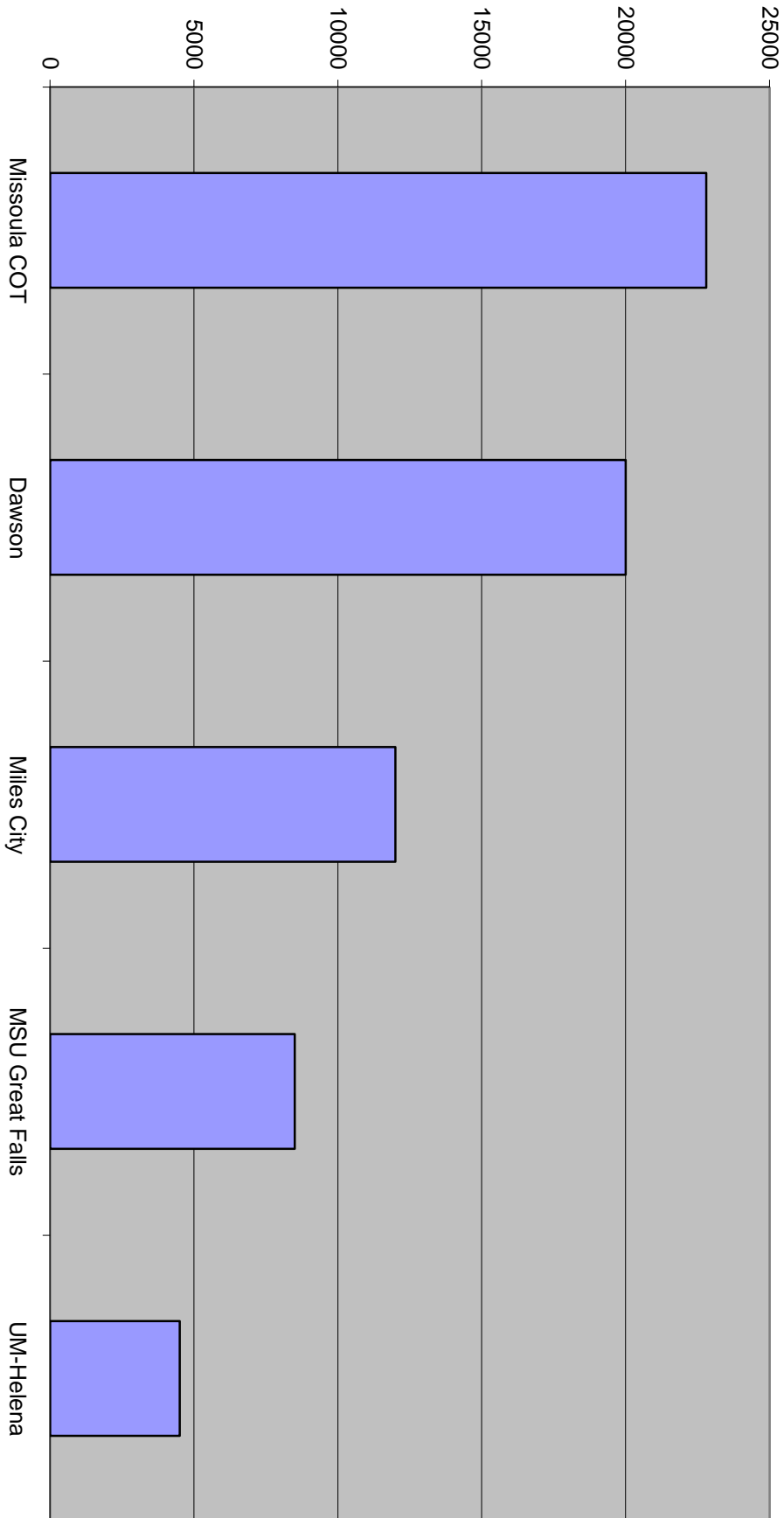
Items added to the collection would be available to all MUS students and all Montana citizens.

- All items added to the UM-Helena collection will be entered into the web-based Montana Public Access Catalog of the Affiliated Libraries of the University of Montana and will be visible and **available to all students in the Montana University System** through online interlibrary loan.
- As a member of the Montana Library Network (MLN), all items added to the UM-Helena library collection will be added to the MLN Catalog (<http://montanalibraries.org>) and **will be available through interlibrary loan to any library patron in the state of Montana.**

Budget

- **Books & Recordings**
7,000 volumes @ \$20.00 per volume = \$140,000
 - **Shipping and Handling (5%)** \$ 7,000
 - **Book Processing Supplies** \$ 3,000
Book tape, labels, stamps, bookends
- TOTAL \$150,000**

Appendix I
2-Year Colleges in Montana
Books Collection Size
Spring 2006



Appendix II
2-Year Colleges in Montana
Books per Student (FTE)
Spring 2006

