# **11.1 (Library and learning/information resources) [CR]**

***The institution provides adequate and appropriate library and learning/information resources, services, and support for its mission.***

**Library Mission**

The University Library is responsible for providing information resources and services to University of Texas Rio Grande Valley Library (UTRGV) students, faculty, staff and community in support of the university’s mission. The University library’s mission is to support and strengthen teaching, learning, and emerging research as the heart of UTRGV. [The Library strives] to provide an excellent user experience by focusing on staff, technology, access, research, information literacy, and strategic partnerships ([UTRGV Library Mission Statement](https://www.utrgv.edu/library/about-us/mission-statement/index.htm)).

The University Library provides the facilities, resources, and expertise to UTRGV constituents as an essential partner in the teaching and learning mission of the institution. UTRGV students, including those taking classes at off-campus instructional sites and via distance education, have access to a full range of library resources and services at all library locations, including Brownsville, Edinburg, and Harlingen. Library staff often rotate between campuses and go to off-site locations to provide their expertise to all the communities of the Rio Grande Valley. The Library provides and supports both students and faculty by providing user privileges to library collections and services. In support of the University’s strategic goal of Community Engagement ([Community Engagement](https://www.utrgv.edu/strategic-plan/core-priorities/community-engagement/index.htm)), the library provides access to community members. The collections, resources, and services that are made available to the students of UTRGV are sufficient to support all educational programs and the mission and goals of the university. Library patrons have access to the library from the library homepage on the UTRGV website ([UTRGV Library Website](https://www.utrgv.edu/library/index.htm)).

**University Library Collections**

UTRGV students, faculty, and staff have access to a robust print and digital collection and are provided a breadth of library and learning resources services, including instruction in the use of these resources and access to expert librarians to assist with research and other scholarly activities. The University Library serves students and faculty throughout the Rio Grande Valley and has physical locations on each of the main campuses, Edinburg and Brownsville, and operates two branch locations, Aaronson and Ramirez, for the School of Medicine. Each location has a physical collection as well as access to shared electronic resources.

Physical collections include books, media, and serials. Physical collections are available for all students, faculty, and staff. Community members can utilize physical materials in the library and can check out most items with a Public Patron Card ([Borrower Types and Terms](https://www.utrgv.edu/library/departments/circulation-reserves-department/index.htm)).

Electronic collections include eBooks, media, databases, and serials. Electronic collections are accessible by all current students, faculty, and staff. To provide patrons with access to over 500 databases, the University Library participates in consortia agreements with the following organizations:

* TexShare ([TexShare](https://www.tsl.texas.gov/texshare/index.html)) provides access to 68 databases, most of which are full-text. TexShare is a consortium of Texas Libraries run by the Texas State Library and Archives Commission (TSLAC), which provides different library services such as databases, reciprocal borrowing, Interlibrary Loan protocols, Courier services, and grants.
* Amigos Library Services ([Amigos](https://www.amigos.org/)) allows the library to receive discounts on a wide range of database subscriptions. Currently, nine databases are purchased through Amigos.
* University of Texas System Digital Library ([UT System Digital Library](http://www.utsdl.utsystem.edu/)) negotiates license agreements for all University of Texas Libraries. By purchasing electronic subscriptions for several University Texas System Libraries at one time, all member libraries are able to save funds allowing them to afford other resources for their academic library communities. Twenty-eight library databases are purchased through UTSDL.

The University Library website ([UTRGV Library Website](https://www.utrgv.edu/library/index.htm)) serves as the gateway to all library resources and services. The website allows users to search or browse for books, online journals, select articles, and online databases. From the library website, students and faculty can also submit interlibrary loan requests, find library policies and procedures, current events, library request forms, and more.

Table 1 below shows circulation for academic year 2017-2018 for six selected patron types to demonstrate the support of the primary library communities.

**Table 1:**

**University Library – 2017-2018 Circulation by Selected Patron Type**

|  |  |  |
| --- | --- | --- |
| **Patron Type** | **Circulation** | **% of Total** |
| **Undergraduate** | 45,985 | 58.8% |
| **Graduate** | 8,279 | 10.6% |
| **Doctoral** | 1,899 | 2.4% |
| **School of Medicine** | 1,214 | 1.6% |
| **Faculty** | 10,548 | 13.5% |
| **Community Borrower** | 379 | .5% |

**Collection Development**

As part of the ongoing mission of the library to maintain a current and relevant collection, librarians assess it regularly and enhance it with new resources while discarding items no longer relevant or immaterial. The University Library adheres to its Collection Development Policy in its ongoing assessment and enhancement of the collection (UTRGV Collection Development Policy 2018; Collection Development Policy for Special Collections; Weeding Procedures).

Librarians, through the library liaison program, are assigned to various academic departments at UTRGV and assist faculty in writing criteria used for the selection of library materials. UTRGV Faculty are selected by their departments to work with Library Liaisons. The subject criteria are sent to faculty for review on an annual basis and updated as needed to reflect addition of new programs and/or changes to programs, classes, and research interests (Liaison Letter). In addition, all members of the UTRGV community are welcome to provide suggestions for collection development via a Recommend a Purchase form (Recommend a Purchase) on the library’s website.

Table 2 below shows collection development of bound volumes for academic year 2017-2018 by Library of Congress class headings to demonstrate the scope of support by discipline.

**Table 2:**

**University Library – Collection Development (Physical Items) All Locations Bound Volumes by Subject Area**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SUBJECT AREA (All Libraries)** | **LC Range** | **Physical Items as of October 6, 2018** | **% of Total Collection** | **Physical Items Added as of October 6, 2018** | **% of Total Added** |
| **General Works** | A | 4,114 | 1% | 0 | 0% |
| **Philosophy, Psychology, Religion** | B | 30,631 | 5% | 159 | 4% |
| **History** | C, D, E, F | 91,474 | 16% | 392 | 9% |
| **Geography, Anthropology, Recreation** | G | 14,918 | 3% | 70 | 2% |
| **Social Sciences** | H | 91,827 | 16% | 320 | 8% |
| **Political Science** | J | 17,225 | 3% | 67 | 2% |
| **Law** | K | 10,839 | 2% | 58 | 1% |
| **Education** | L | 40,769 | 7% | 150 | 4% |
| **Music** | M | 10,576 | 2% | 62 | 1% |
| **Fine Arts** | N | 17,583 | 3% | 94 | 2% |
| **Language and Literature** | P | 115,750 | 20% | 986 | 24% |
| **Science** | Q | 47,208 | 8% | 255 | 6% |
| **Medicine** | R | 35,053 | 6% | 253 | 6% |
| **Agriculture** | S | 3,273 | 1% | 4 | 0% |
| **Technology** | T | 22,293 | 4% | 108 | 3% |
| **Military Science** | U | 2,356 | 0% | 17 | 0% |
| **Naval Science** | V | 363 | 0% | 1 | 0% |
| **Library Science** | Z | 6,288 | 1% | 10 | 0% |
| **Not LC Classified** | UN | 15,700 | 3% | 1,164 | 28% |
| **Grand Total** |  | **578,240** | **100%** | **4,170** | **100%** |

Each year the University Library has increased spending for Materials and Services. Spending for FY2016 was $2,464,890, FY2017 was $3,811,611, and for FY2018 $4,866,622, a positive increase in funding for existing and new resources.

The University Library participates in collection evaluation and providing support for new program development. When a new program letter of support is requested, the Collection Development Librarian requests a course listing and any relevant information regarding the curriculum. The Collection Development Librarian looks at similar programs and standards for accreditation available online for curriculum content and available library resources.  For books and e-media, an analysis is made in ALMA (the Library discovery platform) to identify materials that support specified subjects and keywords, as well as LC classification. Current databases are evaluated by content and a journal evaluation is conducted using Serial Solutions or Browzine, Scientific Journal Rankings (SJR) and Journal Citation Reports (JCR). New program library budgets come directly from the Budget Director with the Office of the EVP for Academic Affairs. A separate account is set up for each new academic program that is within the first 5 years of the program.  Funds are distributed to the department and then transferred into library account. All new program budgets are reviewed by the Budget Director and updated annually during the budget cycle to ensure the annual budget reflects the approved program budget for that particular year. Examples of new program support letters are provided: MS in Bioethics, MS in Dietetics, BS in American Sign Language.

**Adequacy of Library Collections**

Library resources and services are continually evaluated to ensure that they meet the needs of users, and improvements are made to better serve the needs of patrons based on their feedback. The library uses several mechanisms to evaluate collections. Three such mechanisms are provided below: evaluation of collections by discipline, interlibrary loan requests, and a faculty survey.

In working to ensure that the library collection is suitable to support the array of programs and degrees offered at the institution, librarians are careful to ensure resources are distributed appropriately among each discipline. Table 3 below categorizes the University Library’s print and electronic book collections available in all UTRGV campuses according to Library of Congress class headings to demonstrate the scope of support of learning and research functions by discipline.

**Table 3:**

**University Library – All Locations Physical Items by Subject Area**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SUBJECT AREA (All Libraries)** | **LC Range** | **Total Items as of February 27, 2019** | **% of Total Collection** | **Physical Items as of February 27, 2019** | **Electronic Items as of February 27, 2019** |
| **General Works** | A | 5,713 | 0% | 5,532 | 181 |
| **Philosophy, Psychology, Religion** | B | 43,071 | 4% | 31,120 | 11,951 |
| **History** | C, D, E, F | 121,031 | 11% | 97,791 | 23,240 |
| **Geography, Anthropology, Recreation** | G | 23,223 | 2% | 16,033 | 7,190 |
| **Social Sciences** | H | 134,141 | 12% | 98.662 | 35,479 |
| **Political Science** | J | 23,191 | 2% | 18,074 | 5,117 |
| **Law** | K | 23,535 | 2% | 13,393 | 10,142 |
| **Education** | L | 50,205 | 4% | 43,670 | 6,535 |
| **Music** | M | 21,224 | 2% | 18,902 | 2,322 |
| **Fine Arts** | N | 19,858 | 2% | 18,039 | 1,819 |
| **Language and Literature** | P | 146,912 | 13% | 123,201 | 23,711 |
| **Science** | Q | 90,579 | 8% | 50,287 | 40,292 |
| **Medicine** | R | 57,675 | 5% | 36,755 | 20,920 |
| **Agriculture** | S | 6,903 | 1% | 3,712 | 3,191 |
| **Technology** | T | 50,233 | 4% | 23,262 | 26,971 |
| **Military Science** | U-V | 4,520 | 0% | 2,909 | 1,611 |
| **Library Science** | Z | 9,920 | 1% | 8,215 | 1,705 |
| **Not LC Classified** | UN | 318,714 | 28% | 31,885 | 286,829 |
| **Grand Total** |  | **1,150,648** | **100%** | **641,442** | 509,206 |

The adequacy of the electronic resources provided through TexShare and the UTSDL membership is further demonstrated when the available databases are subdivided by subject providing evidence of the breadth of disciplines and specialties available to students in all UTRGV programs and degree or certificate options ([Databases by Subject](https://www.utrgv.edu/library/find/databases/databases-by-subject/index.htm)).

An examination of 2017-2018 Interlibrary loan statistics (below) show that the library is a net lender, an indication that users are finding what they need in the libraries. From 2017 to 2018, total ILL items received decreased from 4,568 to 4,042, another indication that users are finding the collection adequate.

* ILL Provided: 4,187
* ILL Received: 4,042

During Fall 2017, all UTRGV faculty were given the opportunity to complete a survey regarding library collections; 99 faculty responded from 8 colleges. The complete results can be found in the following document: Library Resources Faculty Survey Fall 2017. Faculty were asked their overall satisfaction with the collections offered by the library. Sixty-eight percent of faculty respondents indicated that they were “satisfied” or “very satisfied”.

The University Library staff work closely with faculty and the community to utilize the collection in support of research. The School of Medicine library staff work with faculty and area doctors to perform literature reviews and provide resources for client care support in the field. The Special Collections and Archives Department works with College of Education faculty to utilize primary resources for teacher development. They embed in courses, teaching students how to create curriculum guides utilizing the local history collection for teachers in the community. The Border Studies Archive works with the History Department faculty to offer training to students and the community around oral history methodology, culminating in new resources housed in the library and utilized in research about the Rio Grande Valley and the social movements.

**Library and Learning Services**

In addition to the collections detailed above, UTRGV students, faculty, and staff can also request articles and books at no charge using Interlibrary Loan. By logging in to ILLiad ([Interlibrary Loan ILLiad Logon](https://utrgv.illiad.oclc.org/illiad/)), students can request books, media, articles and book chapters. Articles and book chapters can be delivered electronically, a service that can be utilized easily by online and distance education students and faculty. Requests can be tracked online via the ILLiad system. Automated e- mails are sent indicating that the article or book chapter has arrived and it's available to view on the ILLiad account or when the requested material is available for check out.

In addition to Interlibrary Loan, students and faculty can access public and academic library collections via the TexShare program. The University Library is a full participant in the TexShare program, which allows patrons, and particularly, distance learners to borrow material from other participating libraries throughout the state of Texas. Users may request a TexShare card by visiting or calling the Circulation Desk at the University Library.

The library uses the Ex Libris Alma cloud-based library services platform to automate operations and services, including Interlibrary Loan. The library has pursued cooperative arrangements with other organizations to bring additional electronic resources to users. Participation in consortia, such as University of Texas System Digital Library, Texas State Library and Archives Commission’s TexShare, and Amigos Library Services, has permitted the Library to offer more resources to users than it could do alone.

The intercampus book request feature in the library catalog allows students, faculty and staff to request and borrow circulating books(s) from the general collection and identified with the status “available” in the library catalog to be sent to another campus located in Brownsville, Edinburg, or Harlingen for check out. An email notification pick-up notice is sent when the book(s) are available for pick up at the student's home library.

Reserve services are located at Circulation Desks, allowing faculty to place library owned and personal materials on “Reserve” for student use. Faculty can complete items to be placed on reserve by filling out a library [Faculty Reserves Form](https://www.utrgv.edu/library/help/request-forms/reserve-request-forms/index.htm). Course reserve material may be checked out with a UTRGV ID Card.

Many of the databases have alert services, whereby a user can register with the database and receive tables-of-content alerts and automatic search updates via email. A table-of-content alert provides the content page of a particular periodical as soon as a new issue of the desired periodical is published. An automatic search update runs a user’s search automatically and alerts them by email when the search retrieves new results. On the occasion when the desired article is not available full-text in the database, and is not held by the University Library, the article from these content pages or from these search alerts can be ordered through Interlibrary Loan via the library’s website free of charge.

UTRGV faculty can request targeted hands-on library instruction for students in their courses. Faculty schedule a session with a librarian to have their class visit the facility and acquaint students with how to take full advantage of the learning resources available to them. Through the learning process within the course, students are introduced to the library and the research process. A librarian instructs students how to utilize a multitude of resources and educates them on the evaluation and use of electronic and print materials. Through library-based assignments, information hunts, library tours, and database instruction sessions, students are taught how to effectively use the library for research.

Research and Instruction Librarians provide tours of the library facilities showcasing different department and services. Supplemental workshops ranging from basic library search tools to advanced database searching are available at the library. Students and faculty can schedule a one-on-one research session with a Research and Instruction Librarian. Video Tutorials are available to provide instruction to students on the use of the Academic Search Complete database, as well as the online library catalog for academic research. For archival material, primary sources, and special collections, the Library offers instruction to classes on how to do research with Special Collections and Archives. Individual research assistance for classes and projects with a focus on the RGV, South Texas, and Northeast Mexico is also available. Students, faculty, and staff also have access to [Digital Collections](https://utrgv.libguides.com/SCA/digital-collections).

Library reference services for students and faculty are performed in a variety of ways. In addition to being available in person at service desks, librarians can chat, video call, and share applications to guide students virtually at a distance. From the UTRGV library page, users can click on the chat icon ([UTRGV Library Chat](https://www.utrgv.edu/library/services/ask-a-librarian/chat/index.htm)) for immediate virtual access to librarians and other library staff during operating hours. In addition to the chat, students and faculty can communicate with the library staff via email, text, phone, and by video conference. Librarians and library support staff are available to provide research assistance, including training on how to locate, use and evaluate online databases, e-journals, reliable websites, or Interlibrary Loan.

**Library Resources and Access for Online, Off-Site, and Distance Education Students**

Distance education students and faculty and those engaged in classes at off-campus instructional sites can access the library’s online resources through the UTRGV Library’s webpage.

As an academic institution that is part of the University of Texas System, the electronic resources available at the University Library through the University of Texas Digital Library System (UTDLS) are wide ranging and comprehensive, are comparable to peer institutions, and sufficiently support the needs of UTRGV patrons. The electronic resources can be accessed off-campus through a proxy server by students and faculty.

While UTRGV satellite locations (McAllen Teaching Site, School of Art, and Starr County Campus) do not have formal physical collections, the University Library provides support in two ways. Librarians provide orientations every semester to students at the McAllen Teaching Site and the School of Art, coordinating with the MTS and Art directors to provide a librarian presence during high traffic hours during the first weeks of every semester. The Library also provides support to an informal collection at the Starr County campus, upon request. The Starr County campus has a small collection that is not cataloged and not accessible via the library discovery system. In 2018, the library responded to a request by faculty via the Director of the Starr County Upper Level Center. The library ordered and received a total of 100 volumes at a cost of $934.40 to support curriculum at that location.

**Supporting Documentation in Shared Folder**

TexShare Invoice/Agreement

UTRGV Library Collection Development Policy 2018

UTRGV Library Collection Development Policy for Special Collections

UTRGV Weeding Procedures 2018

Library Liaison Letter

Library Resources Faculty Survey Fall 2017

Collection Evaluation Proposed BS in American Sign Language

Collection Evaluation Proposed MS in Dietetics

Collection Evaluation Proposed MS in Bioethics