

# UNLV School of Medicine Library FY21 Annual Report

## Message from the Interim Director



The UNLV School of Medicine Library Annual Report highlights recent activities and library usage for **FY20 (July 2019-June 2020)** and **FY21 (July 2020-June 2021)**.

After supporting library services, faculty and students remotely since **March 2020**, library leadership began onsite support in late **February 2021** and full support in **March 2021** in preparation of medical students returning to campus. In this capacity, the library team began efforts to re-connect in person with School of Medicine faculty, staff, students, residents and fellows. As we look to the future, and celebrate coming together in a new library location, I am confident that opportunities will abound in innovative ways to support both the missions of UNLV Libraries and the Kirk Kerkorian School of Medicine.

## Our Faculty and Staff

KKSOM Alignment Area & Library Faculty	Library Staff
<p><b>Community Engagement</b>  <b>Katie Houk</b>, Health Literacy &amp; Community Engagement Librarian</p>	<p><b>School of Medicine InfoCommons</b>  <b>Maggie Bukowski</b>, Library Technician 2/Student Supervisor</p>
<p><b>Undergraduate Medical Education</b>  <b>Ruby Nugent</b>, Biomedical Sciences Education Librarian  <b>Mayra Corn</b>, UME Liaison Librarian &amp; Collections Manager</p>	<p><b>School of Medicine Library</b> (2040 W. Charleston)  <b>Marice Seda</b>, Library Technician 2/ Student Supervisor</p>
<p><b>Graduate Medical Education</b>  <b>Aidy Weeks</b>, GME Liaison Librarian &amp; Collections Manager</p>	

## Faculty & Staff Engagement

During the COVID-19 pandemic, the School of Medicine Library implemented several changes to prioritize the safety of faculty and students, including adding plexiglass barriers at both locations, removal of chairs to support social distancing and signage encouraging mask-wearing. One of the earliest efforts to support the UNLV and Las Vegas community during the pandemic was UNLV's very first [COVID-19 resource guide](#), created by library

faculty that gathered credible medical information in English and Spanish. This guide also included a [handwashing infographic](#) designed by Katie Houk that was later adopted by the university.

Library faculty and staff continued to connect with faculty and students through virtual instruction and consultations as noted in the FY21 engagement stats. Lastly, the School of Medicine Library documented their full efforts from helping to increase access to online resources to pivoting support in innovative ways in their article, [“UNLV Health Sciences Library’s Initial Response to the COVID-19 Pandemic: How a Versatile Environment, Online Technologies, and Liaison Expertise Prepared Library Faculty in Supporting Its User Communities”](#) (October 2020).

## Library Budget

Fiscal Year 2021 Actuals | PG00097 UNLV Med School Library

<b>Manager Balance - Budgeted by Ledger Account - FIN - CR (NSHE)</b>						
<b>Company</b>	University of Nevada, Las Vegas					
<b>Organization</b>	Program: PG00097 Unlv Med School Library					
<b>Period</b>	FY 2021 - 12 June					
<b>Budget Name</b>	UNLV 2021 Fiscal Year Budgets - child					
<b>Ledger Account</b>	<b>Original Budget</b>	<b>Budget Reduction</b>	<b>Revised Budget</b>	<b>YTD Actuals</b>	<b>Remaining Balance</b>	<b>% Remaining</b>
<b>Budget Sources</b>						
All Sources Total	-	-	-	-	-	-
<b>Budget Uses</b>						
All Uses	2,664,591.00	128,268.00	2,536,323.00	2,424,256.43	112,066.57	4.42%
Personnel Costs	879,148.00	162,268.00	716,880.00	641,524.52	75,355.48	10.51%
Professional Salaries	457,868.00	50,000.00	407,868.00	354,409.20	53,458.80	13.11%
Classified and Technologist Salaries	138,266.00	39,943.00	98,323.00	96,322.69	2,000.31	2.03%
Hourly Wages	82,500.00	40,000.00	42,500.00	38,881.08	3,618.92	8.52%
Fringe Benefits	200,514.00	32,325.00	168,189.00	151,911.55	16,277.45	9.68%
General Operations	15,000.00	(34,000.00)	49,000.00	15,288.91	33,711.09	68.80%
Library Acquisitions	1,767,443.00	-	1,767,443.00	1,767,443.00	-	0.00%
Travel	3,000.00	-	3,000.00	-	3,000.00	100.00%
<b>Net Budget/Balance</b>	<b>2,664,591.00</b>	<b>128,268.00</b>	<b>2,536,323.00</b>	<b>2,424,256.43</b>	<b>112,066.57</b>	<b>4.42%</b>
	<b>Total</b>	<b>Percentage</b>	<b>Notes</b>			
<b>FY21 Original Budget</b>	2,664,591.00	100.00%	-			
FY21 Budget Reduction	128,268.00	4.81%	2 Frozen Positions & Gen Ops			
FY21 Wages & Salary Savings	75,355.48	2.83%	Vacant Director			
FY21 Operating Surplus	33,711.09	1.27%	Less Operations			
FY21 Travel	3,000.00	0.11%	Travel Frozen			
<b>Total Reductions</b>	<b>240,334.57</b>	<b>9.02%</b>				
<b>In-Kind and Library Funded Support</b>						
SC0294 - Recruitment and Hiring Services	1,604.79	R0124250	Director, Health Sciences Library (Greystone)			

Fiscal Year 2022 Budget (as of 09.21) | PG00097 UNLV Med School Library

Manager Balance - Budgeted by Ledger Account - FIN - CR (NSHE)						
Company	University of Nevada, Las Vegas					
Organization	Program: PG00097 Unlv Med School Library					
Period	FY 2022 - 03 September					
Budget Name	UNLV 2022 Fiscal Year Budgets - child					
Ledger Account	Original Budget	Budget Reduction	Revised Budget	YTD Actuals	Remaining Balance	% Remaining
<b>Budget Sources</b>						
All Sources Total	-	-	-	-	-	0.00%
<b>Budget Uses</b>						
All Uses	2,599,552.00	-	2,599,552.00	389,285.75	1,760,992.61	67.74%
Personnel Costs	820,109.00	-	820,109.00	128,978.15	248,938.09	30.35%
Professional Salaries	457,868.00	106,431.95	351,436.05	71,451.36	167,990.87	36.69%
Classified and Technologist Salaries	98,731.00	-	98,731.00	20,823.49	(1,221.60)	(1.24%)
Hourly Wages	82,500.00	-	82,500.00	6,282.00	32,039.47	38.84%
Fringe Benefits	181,010.00	31,573.15	149,436.85	30,421.30	50,129.35	27.69%
General Operations	9,000.00	-	9,000.00	-	9,000.00	100.00%
Library Acquisitions	1,767,443.00	267,443.00	1,500,000.00	257,068.48	1,510,374.52	85.46%
Travel	3,000.00	-	3,000.00	-	3,000.00	100.00%
<b>Net Budget/Balance</b>	<b>2,599,552.00</b>	<b>405,448.10</b>	<b>2,194,103.90</b>	<b>389,285.75</b>	<b>1,760,992.61</b>	<b>67.74%</b>
	<b>Total</b>	<b>Percentage</b>	<b>Notes</b>			
	2,599,552.00	100.00%	-			
	FY22 Original Budget					
	FY22 Budget Reduction	332,143.00	12.78%	1 Frozen Position, Collections (AA2 Cut)		
	FY22 Salary Savings	73,305.10	2.82%	Vacant Director (6 mo)		
	<b>Total Reductions</b>	<b>405,448.10</b>	<b>15.60%</b>			
<b>In-Kind and Library Funded Support</b>						
	CRRSAA Grant Technology	37,000.00		Enhanced 3D and VR capable technology		
	Director Recruitment Costs	2,119.57		R0124250 Director, Health Sciences Library (Candidate Exp.)		
	Faculty Initial Expense (Projected)	10,275.00		R0124250 Director, Health Sciences Library (1/12 Salary)		
	<b>YTD Total (Sept 21)</b>	<b>49,394.57</b>				

UNLV Libraries Annual In-Kind support of the UNLV School of Medicine Library (FY21)

Library Department	Services & Support Provided	Libraries Staff Estimated Hours in support of HSL (Annual)	Approximate Value (Salary & Fringe) of calculated annual hours
Continuing Resources & Collections	Negotiating, Licensing, and purchasing library acquisitions. Includes E-Resources technical support.	1,768	\$ 89,376
Discovery Services	Cataloging utilizing tools/subscriptions such as the Libraries' OCLC cataloging subscription and OCLC symbol.	312	\$ 17,428
Web & Application Development Services	Webpage development and maintenance, programing, design and large scale projects such as migration from the old web platform to current gen.	142	\$ 6,868
Library Technologies	IT systems and support for networking, staff computers, and student computers. Alma (Lib software) development and training.	376	\$ 100,337
Library Facilities	Space Management, locks, security access, furniture assessment, construction projects, etc.	688	\$ 117,292
Educational Initiatives & Outreach	Outreach & Instructional support - Lib Guide training, other assistance from the Instruction department.	104	\$ 5,521
Administration	Travel - travel arrangements and expense reimbursements. Faculty professional development tracking.	141	\$ 5,143
Business & Finance	Budgeting, reporting, financial account oversight, procurement and other admin support.	312	\$ 13,421
Communications & Marketing	Libraries' communication and marketing support for HSL initiatives.	62	\$ 2,951
Human Resources	Management and support for recruitment, hiring, on-boarding and HR functions.	24	\$ 1,489
Development	Director of Development contributions to HSL fundraising efforts.	62	\$ 4,668
Student Work Study Allocations	Fed Work Study student wage support ~5 students 2,500 award per semester.	2,500	\$ 25,000
Hosting support	Hosting Expenditures for Staff.	-	\$ 1,000
Professional Development	Additional Professional Development support in excess of SoM Allocation.	-	\$ 2,000
Security	Security audit, training.	104	\$ 4,021
<b>TOTAL:</b>		<b>6,595</b>	<b>396,516</b>

## Curriculum & Instruction

### Fiscal Year 2020

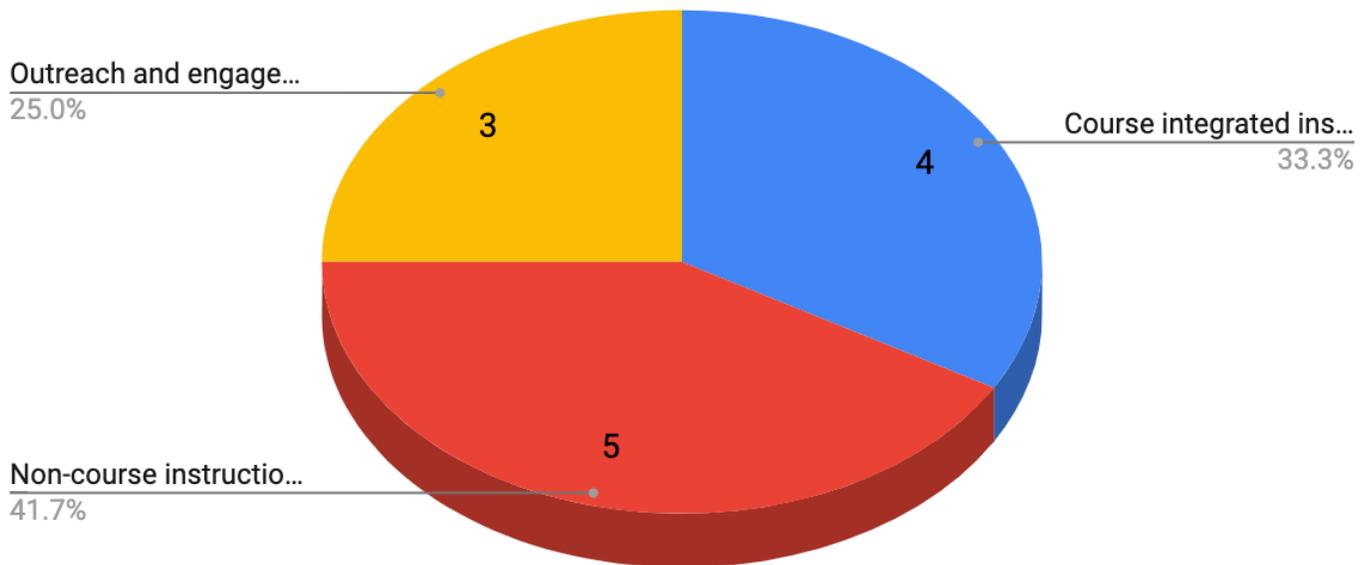
#### FY20 (July 1, 2019 - June 30, 2020)

During this fiscal year, the School of Medical Library recorded the following **instruction support** metrics:

- Course integrated instruction: **4 sessions**
- Non-course integrated instruction: **5 sessions**
- Outreach: **3 sessions**

**Note:** **Course integrated instruction** are guest lectures or one shots, while **non-course integrated instruction** are considered to be library orientations and workshops.

### Number of Instruction Sessions by Type



## Fiscal Year 2021

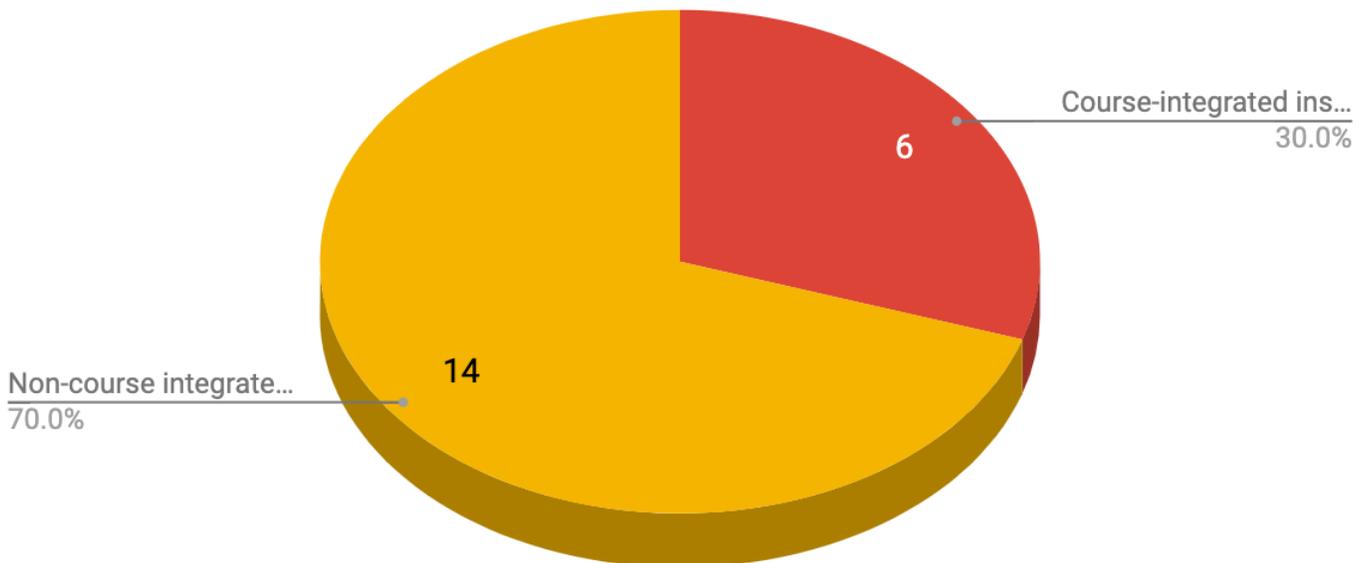
### FY21 (July 1, 2020 - June 30, 2021)

During this fiscal year, the School of Medical Library recorded the following **instruction support** metrics:

- Course integrated instruction: **6** sessions
- Non-course integrated instruction: **14** sessions

**Note:** **Course integrated instruction** are guest lectures or one shots, while **non-course integrated instruction** are considered to be library orientations and workshops.

### Number of Instruction Sessions by Type



### Comparing Fiscal Years

- Course integrated instruction **increased:**  **50%** (from 4 to 6)
- Non-course integrated instruction **increased:**  **180%** (from 5 to 14)
- Outreach **decreased:**  **-100%** (from 3 to 0)

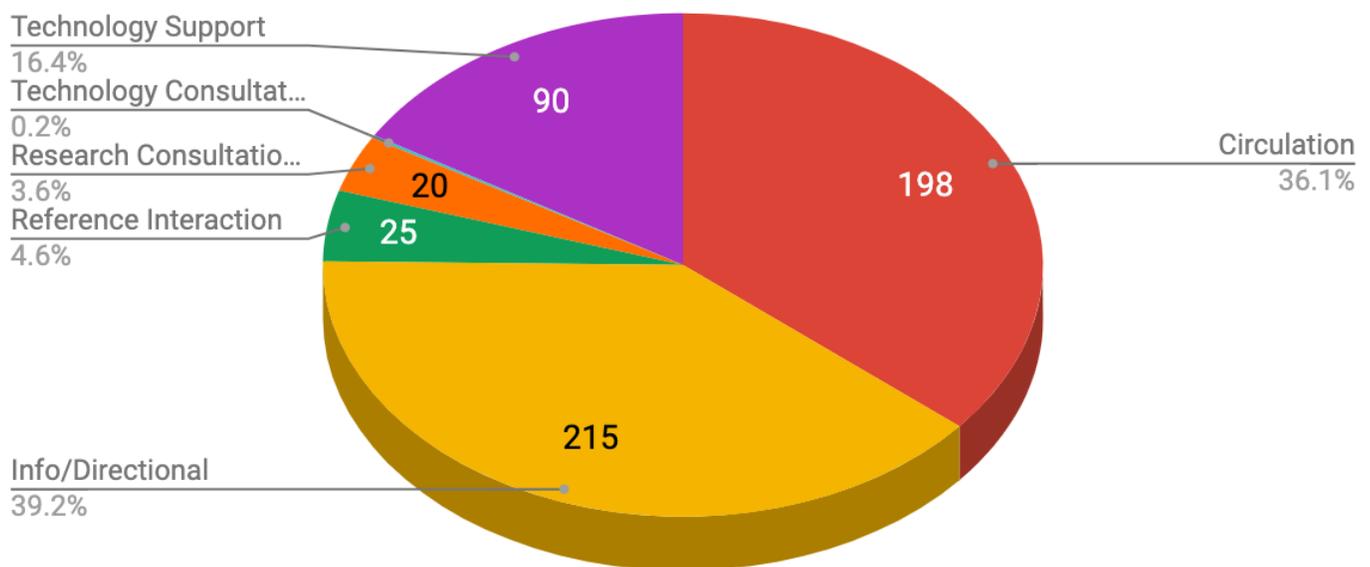
## Faculty, Staff, Student Engagement

### Fiscal Year 2020

During this fiscal year, the School of Medical Library recorded the following **patron engagement** metrics:

- Circulation: **198** interactions
- Info/Directional Assistance: **215** interactions
- Technology Support: **90** interactions
- Technology Consultation: **1** interaction
- Reference Interactions: **22** interactions
- Research Consultation: **20** interactions
- Evidence Synthesis: **0** interactions

### Patron Interactions by Question Type

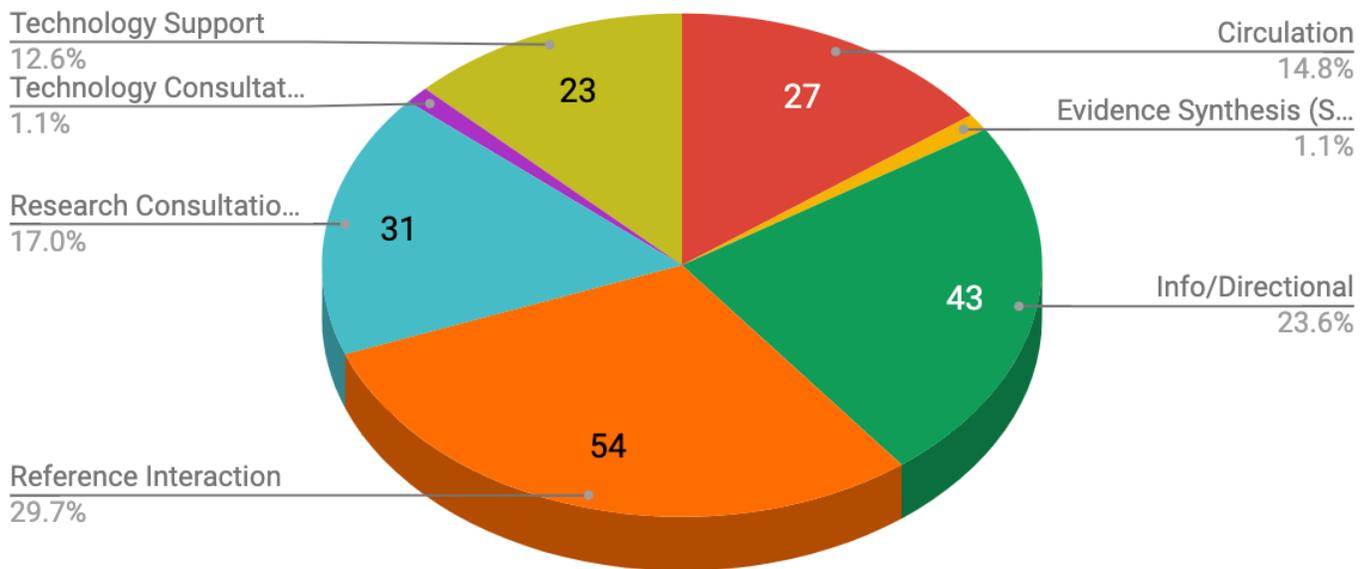


## Fiscal Year 2021

During this fiscal year, the School of Medical Library recorded the following **patron engagement** metrics:

- Circulation: **27** interactions
- Info/Directional Assistance: **43** interactions
- Technology Support: **23** interactions
- Technology Consultation: **2** interaction
- Reference Interactions: **54** interactions
- Research Consultation: **31** interactions
- Evidence Synthesis: **2** interactions

### Patron Interactions by Question Type



## Comparing Fiscal Years

- Circulation **decreased:**  -86% (198 to 27)
- Info/Directional Assistance **decreased:**  -80% (215 to 43)
- Technology Support **decreased:**  -74% (90 to 23)
- Technology Consultation **increased:**  100% (1 to 2)
- Reference Interactions **increased:**  145% (22 to 54)
- Research Consultation **increased:**  55% (20 to 31)
- Evidence Synthesis **increased:**  N/A (0 to 2)

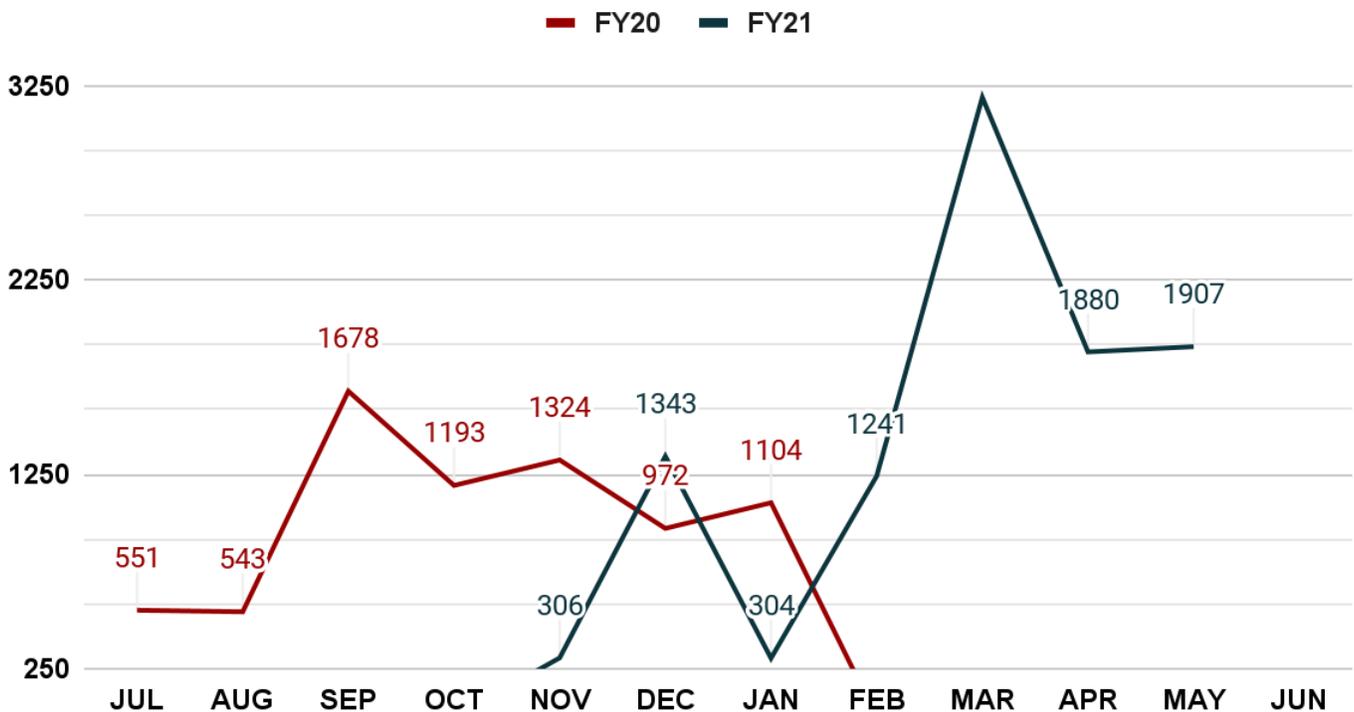
## Our Spaces

### InfoCommons: Door Counts

Door Counts for Fiscal Years 2020 & 2021. Due to an upgrade to the card swipe system, some of the older data was not available. Door Counts are provided to the School of Medicine Library by Chris West and compiled by Marice Seda .

<b>FY20</b>	<b>JUL '19</b>	<b>AUG '19</b>	<b>SEP '19</b>	<b>OCT '19</b>	<b>NOV '19</b>	<b>DEC '19</b>
	551	543	1678	1193	1324	972
	<b>JAN '20</b>	<b>FEB '20</b>	<b>MAR '20</b>	<b>APR '20</b>	<b>MAY '20</b>	<b>JUN '20</b>
	1104	-	-	-	-	-
<b>FY21</b>	<b>JUL '20</b>	<b>AUG '20</b>	<b>SEP '20</b>	<b>OCT '20</b>	<b>NOV '20</b>	<b>DEC '20</b>
	-	-	-	-	306	1343
	<b>JAN '21</b>	<b>FEB '21</b>	<b>MAR '21</b>	<b>APR '21</b>	<b>MAY '21</b>	<b>JUN '21</b>
	304	1241	3190	1880	1907	-

### InfoCommons Door Counts

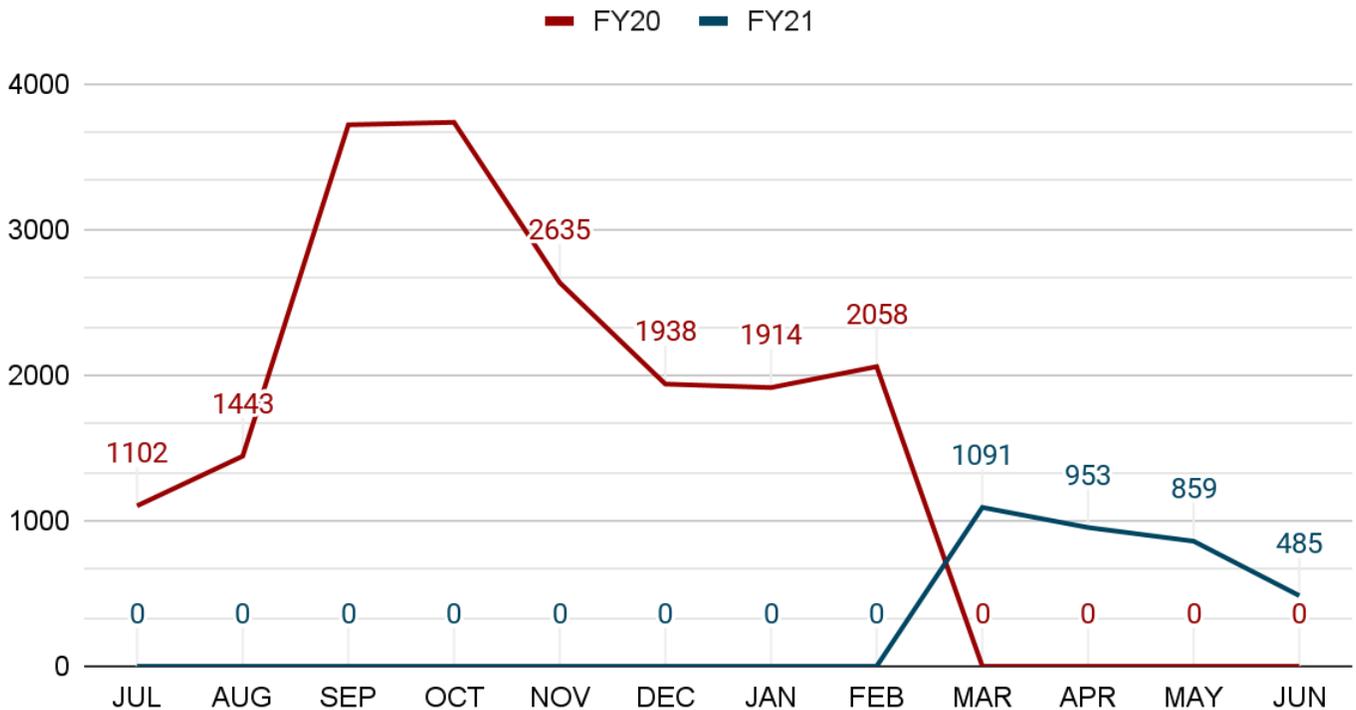


## InfoCommons: Patron Counts

Patron Counts for Fiscal Years 2020 & 2021 are derived from library staff conducting daily head counts of individuals physically in the library. Patron counts are not accounted for for the days that library staff were in remote work.

<b>FY20</b>	<b>JUL '19</b>	<b>AUG '19</b>	<b>SEP '19</b>	<b>OCT '19</b>	<b>NOV '19</b>	<b>DEC '19</b>
	1102	1443	3719	3736	2635	1938
	<b>JAN '20</b>	<b>FEB '20</b>	<b>MAR '20</b>	<b>APR '20</b>	<b>MAY '20</b>	<b>JUN '20</b>
	1914	2058	Closed	Closed	Closed	Closed
<b>FY21</b>	<b>JUL '20</b>	<b>AUG '20</b>	<b>SEP '20</b>	<b>OCT '20</b>	<b>NOV '20</b>	<b>DEC '20</b>
	Closed	Closed	Closed	Closed	Closed	Closed
	<b>JAN '21</b>	<b>FEB '21</b>	<b>MAR '21</b>	<b>APR '21</b>	<b>MAY '21</b>	<b>JUN '21</b>
	Closed	Closed	1091	953	859	485

## InfoCommons Patron Counts



## School of Medicine Library: Door Counts

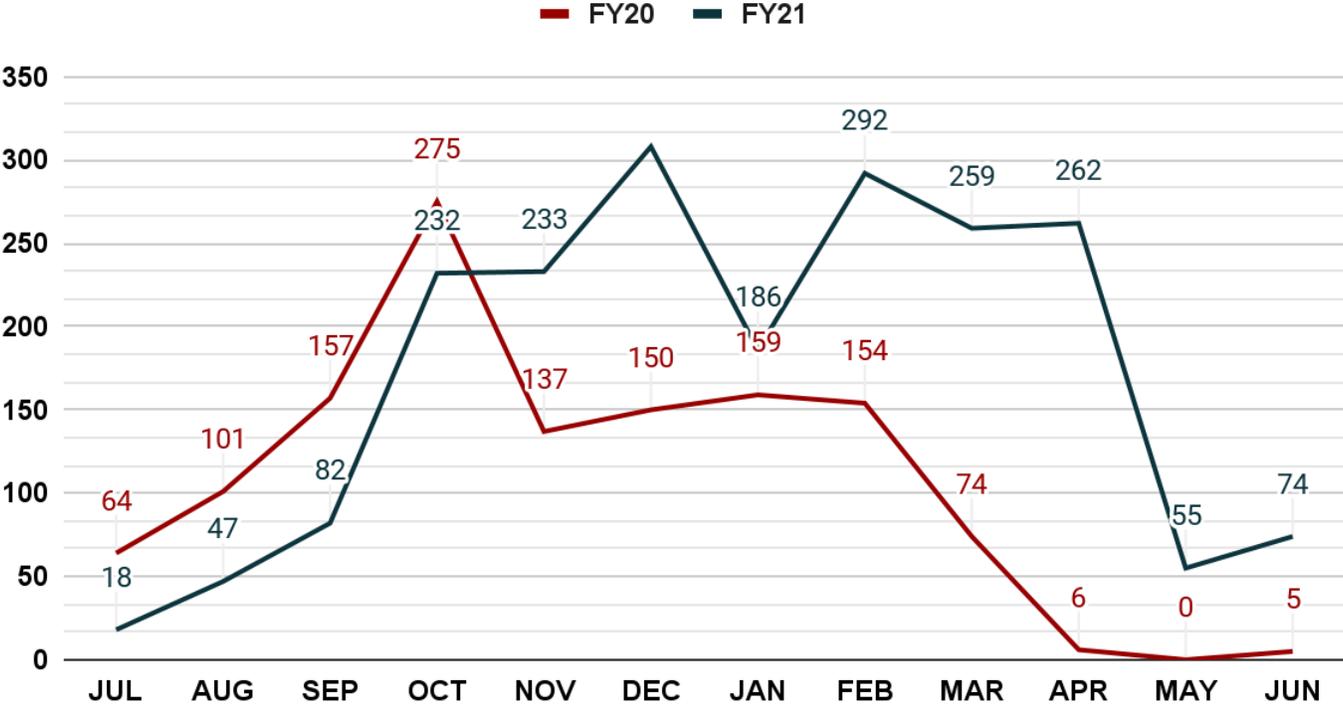
Since badge access is not required to enter the School of Medicine Library (individuals badge in at the entrance of 2040 or check in with Security) there is no door count data during business hours for this location.

## School of Medicine Library: Evening Door Counts

Door Counts for Fiscal Years 2020 & 2021. These counts are gathered by the security personnel who assist in signing in UNLV faculty, staff and students into the library after-hours and on the weekends.

<b>FY20</b>	<b>JUL '19</b>	<b>AUG '19</b>	<b>SEP '19</b>	<b>OCT '19</b>	<b>NOV '19</b>	<b>DEC'19</b>
	64	101	157	275	173	150
	<b>JAN '20</b>	<b>FEB '20</b>	<b>MAR '20</b>	<b>APR '20</b>	<b>MAY '20</b>	<b>JUN '20</b>
	159	154	74	6	0	5
<b>FY21</b>	<b>JUL '20</b>	<b>AUG '20</b>	<b>SEP '20</b>	<b>OCT '20</b>	<b>NOV '20</b>	<b>DEC'20</b>
	18	57	82	232	233	308
	<b>JAN '21</b>	<b>FEB '21</b>	<b>MAR '21</b>	<b>APR '21</b>	<b>MAY '21</b>	<b>JUN '21</b>
	186	292	259	262	55	74

# School of Medicine Library Evening Door Counts

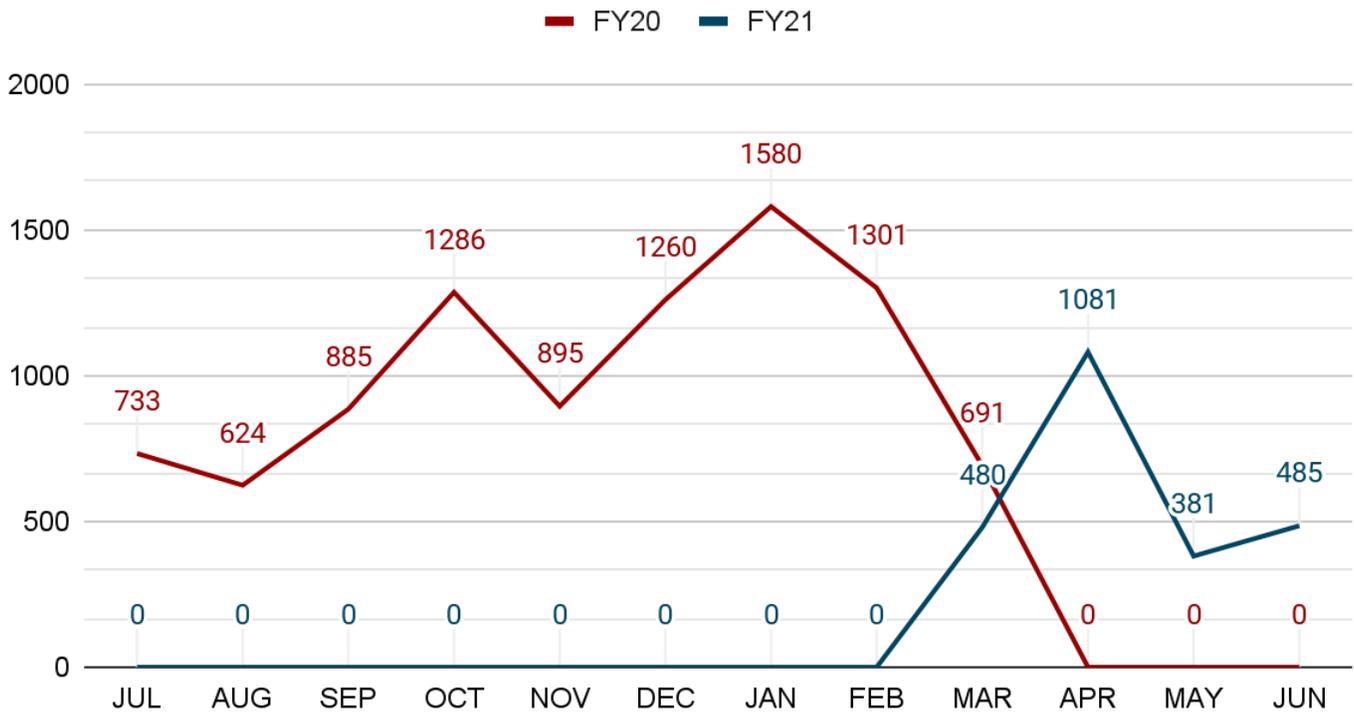


## School of Medicine Library: Patron Counts

Patron Counts for Fiscal Years 2020 & 2021. Patron Counts for Fiscal Years 2020 & 2021 are derived from library staff conducting daily head counts of individuals physically in the library. Patron counts are not accounted for for the days that library staff were in remote work.

<b>FY20</b>	<b>JUL '19</b>	<b>AUG '19</b>	<b>SEP '19</b>	<b>OCT '19</b>	<b>NOV '19</b>	<b>DEC '19</b>
	733	624	885	1286	895	1260
	<b>JAN '20</b>	<b>FEB '20</b>	<b>MAR '20</b>	<b>APR '20</b>	<b>MAY '20</b>	<b>JUN '20</b>
	1580	1301	691	Closed	Closed	Closed
<b>FY21</b>	<b>JUL '20</b>	<b>AUG '20</b>	<b>SEP '20</b>	<b>OCT '20</b>	<b>NOV '20</b>	<b>DEC '20</b>
	Closed	Closed	Closed	Closed	Closed	Closed
	<b>JAN '21</b>	<b>FEB '21</b>	<b>MAR '21</b>	<b>APR '21</b>	<b>MAY '21</b>	<b>JUN '21</b>
	Closed	Closed	480	1081	381	485

## School of Medicine Library Patron Counts



## Our Accomplishments and Alignments

The School of Medicine Library has made several inroads in various parts of the School of Medicine curriculum and other areas to better align efforts between UNLV Libraries and the Kirk Kerkorian School of Medicine. Below is a quick snapshot:

- Increased instruction opportunities for FY22
- Prioritizing Faculty Roles
- Library Name Change
- Addressing Resources
- Continued involvement
- Strategic Plan Alignment

### Health Literacy class within Nevada Community Health course

This class is taught by Katie Houk, Health Literacy & Community Engagement Librarian

In partnership with Jennifer Young, Director, Community Engagement. Katie is uniquely positioned to help strengthen the commitment to serving community health information needs as a recent graduate of the Masters in Public Health program from San Jose State University.

Katie taught this class for all 1st year UMEs on April 8, 2020 and March 5, 2021.

### Social Identity Workshops (2020 & 2021)

On Wednesday, July 29, 2020, two faculty librarians from HSL (Mayra and Ruby) and Susie Skarl from Lied, facilitated a session of the Social Identity workshops for the Nevada Community Service (NCS) 1 course.

On Friday, August 28, 2020, three HSL faculty librarians (Katie, Aidy, and Mayra) facilitated a session of the Social Identity workshop for the NCS 3 course.

In the Fall of 2021, Mayra, Ruby, Katie, and Aidy facilitated individual small group sessions with the Class of 2025. Two workshops took place and Mayra coordinated the second workshop in the series in collaboration with School of Medicine faculty, Jennifer Young, Director of Community Engagement.

### Office of Research Didactics (Summer 2021)

On Friday, March 6, 2020, Mellanye and Mayra presented an orientation to the Health Sciences Library for the Research courses (M1 Students, Class of 2023 with Dr. Netski). This presentation included sharing consult information, library resources, and a walkthrough of the benefits and process to obtaining an ORCID for new researchers.

In June 2021, Mayra and Ruby conducted two research didactic sessions for the new M1s in collaboration with Dr. Netski, Director for UME Office of Research.

## Office of Research Webinars (Fall 2021)

In October, Mayra Corn and Ruby Nugent will be doing a presentation on library resources and an introduction to using those resources for research activities. Aidy Weeks will be presenting in December 2021 an introduction to systematic reviews and other publication review types.

## Medical Humanities Lectures and Storytelling Event (Fall 2021)

Katie Houk and Aidy Weeks presented two lectures on medical humanities to the Internal Medicine and Pediatrics programs in collaboration with Drs. Aditi Singh and Kas-Osaka. In addition to these lectures, the event “Rest and Refresh” was held for the first year medical students as a way to offer a break during exams. All three events included a partnership with the Office of Wellness (Dr. Anne Weisman & Kathi Pauli) who served as co-facilitators. All three events will culminate in the Kirk Kerkorian School of Medicine’s first Storytelling Event, held on Monday, September 27, 2021 in full partnership with GME, UME, School of Medicine Library, and the Office of Diversity, Equity & Inclusion.

## Problem-Based Learning Observerships (Fall 2021)

In partnership with Dr. Rosalie Kalili Director of Problem-Based Learning, Mayra Corn, Ruby Nugent and Katie Houk will be participating in a total of 18 hours of observing this learning methodology in order to integrate library resources and enhance library instruction.

## UNLV School of Medicine Strategic Plan

The *UNLV School of Medicine Library Strategic Plan* was created in an effort to solidify a vision for the future of the library, its faculty and staff and stakeholders. The strategic plan methodically bridges the *2019-2021 UNLV Libraries Strategic Themes* and the *Kirk Kerkorian School of Medicine Strategic Pillars*. By incorporating similar values with both university units and also outlining similar critical areas of need, the UNLV School of Medicine Library has prepared a road map to achieve student success initiatives, faculty partnerships, research capacity building, and community engagement while embodying these efforts through a diversity, equity, inclusion and accessibility lens.

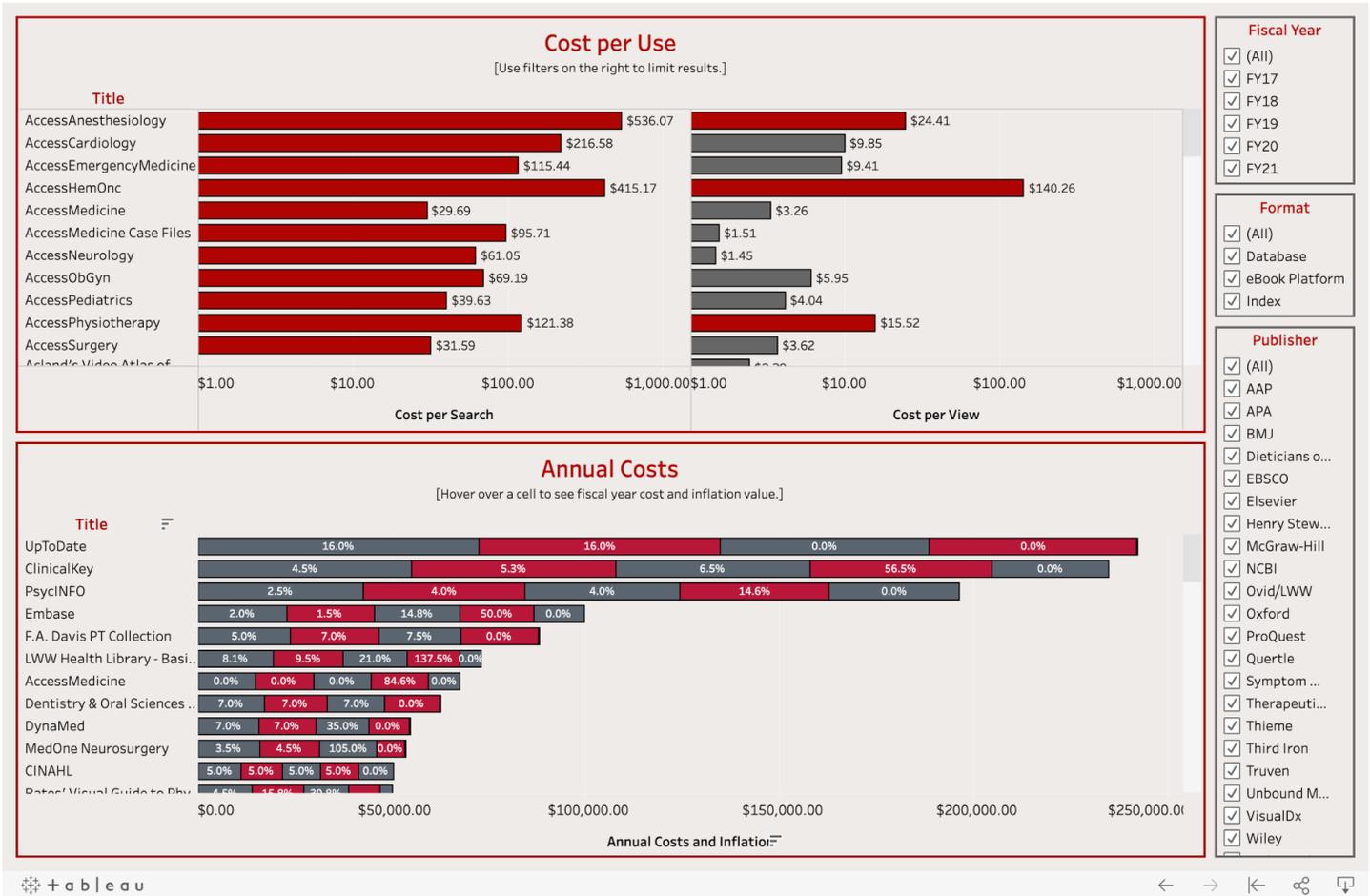
## Resource Assessment Working Group

The **Resource Assessment Working Group** is charged to serve as an advisory group that will help enhance the resource needs of the School of Medicine Library collection. These efforts will involve learning about collection decision criteria and usage, acquisition workflows, and the curricular needs of the Kirk Kerkorian School of Medicine. The need for this group is derived from the additional goal of strategic priority decision-making, ensuring good communication and understanding of library processes. This group will dissolve at the end of FY22 (6/30/2022) at which time, group members can determine the best approach to maintaining communication and collaboration on future library collections decisions.

# Library Resources

## Library Databases

View this interactive dashboard in [Tableau](#).



# Library eJournal Packages

View this interactive dashboard in [Tableau](#).

