

## **2015 – 2016 Supervisor's Review and Commentary**

### Responsibilities:

- Work collaboratively with library instruction team, instructors, IT, instructional designers, student services and others to ensure high quality education (including online and hybrid teaching);
- With new OHL librarian, help develop collaborative distributive librarian support for distance learning in discipline areas;
- Work with library instruction team to provide innovative professional development training related to library/technology tools;
- Support use of Open Educational Resources by faculty and students; assist with collection and curation of materials in the online information literacy portal;
- Continue to act as embedded librarian in 1-2 courses per semester as requested by faculty;
- Continue as webmaster and administrator for LibGuides;
- Work with others to conduct assessment activities for the library; plan for continuing library assessment and sharing of data through stats dashboard, MISO, assessment of library instruction, etc.
- All librarians' responsibilities extend beyond their specific areas. As one of the library's key faculty/staff Logan is also responsible for the following:
  - Working to create a positive work atmosphere for others.
  - Collaborating with other library and college departments as appropriate.
  - Continuing to develop and promote library resources and services.

### Goals and Objectives:

- Continue Reference shifts including nights and weekends in rotation as measured by average 6-10 hours/week for Instruction and Reference librarians and reference consultations noted in LibStats.
- Provide effective library instruction as measured by class and faculty feedback, maintenance of accurate, up-to-date LibGuides and participation in instructional professional development activities.
- Conduct Collection Development activities measured by ordering materials per subject area guidelines of the Collection Management Policy, prompt attention to items in the Library Ordering Module and responsive liaison efforts.

### Evaluation:

Logan continued his strong performance in all areas of librarianship, scholarship and service. He received the Chancellor's Award for Excellence in Librarianship this year in recognition of his efforts. More specific achievements are described below.

### Librarianship:

Logan taught over 111 library instruction classes at both graduate and undergraduate levels. His work as embedded librarian in Education courses related to diversity and inclusion efforts are noteworthy. He updated LibGuides and the Library/LITS webpages and other systems. He served as library liaison for several departments and served on Reference in rotation with other librarians.

### Scholarship:

Logan presented at several conferences and is the author/co-author of two book chapters that have been accepted or are in-process. He also served as the Instructional Designer for a SUNY IITG sponsored pilot of Open Educational Resources.

### Service

Logan has an impressive record of service at the library, College (e.g., uploading Middle States monitoring report on short notice; member for College Roles and Rewards committee), statewide levels (e.g., SUNYLA, FACT2), etc.

Logan served on the College's Roles and Rewards Committee. He also chaired the APT committee; this year APT is especially commended its work in updating the Bylaws.

Anticipated activities:

Logan is organizing the 3T's conference to be held at Brockport, October 17, 2016 sponsored by SUNYLA.

This year, Logan has transitioned out of most ILL/resource sharing activities. As a pilot, during 2016-17, Logan will be taking on additional responsibility for library assessment initiatives. These include planning and design for assessment related to library instruction and inclusion of an assessment component in library strategic planning for the next 1-2 years.

Helping to improve library communication to internal and external stakeholders, and taking advantage of both formal and informal opportunities for professional development are encouraged for all.

Chair/Director's signature(s): \_\_\_\_\_ Date \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

\*This indicates that the faculty member has seen the Director's review and commentary. Faculty members may respond to any written commentary or copies of written commentary in writing for placement in the application portfolio or personnel file.

\_\_\_\_\_ Chairperson's/Director's comments have been reviewed by the faculty member

## **2014 – 2015 Supervisor's Review and Commentary**

### Responsibilities:

- Work collaboratively with library instruction team, instructors, IT, instructional designers, student services and others to ensure high quality education (including online and hybrid teaching);
- With new OHL librarian, help develop collaborative distributive librarian support for distance learning in discipline areas;
- Work with library instruction team to provide innovative professional development training related to library/technology tools;
- Support use of Open Educational Resources by faculty and students; assist with collection and curation of materials in online information literacy portal;
- Continue to act as embedded librarian in 1-2 courses per semester as requested by faculty;
- Continue as webmaster and administrator for LibGuides;
- All librarians' responsibilities extend beyond their specific areas. As one of the library's key faculty/staff Logan is also responsible for the following:
  - Working to create a positive work atmosphere for others.
  - Striving to develop and maintain a collegial working environment for all Drake employees.
  - Collaborating with other library and college departments as appropriate.
  - Continuing to develop and promote library resources and services.

### Goals and Objectives:

- Continue Reference shifts including nights and weekends in rotation as measured by average 6-10 hours/week for Instruction and Reference librarians and reference consultations noted in LibStats.
- Provide effective library instruction as measured by class and faculty feedback, maintenance of accurate, up-to-date LibGuides and participation in instructional professional development activities.
- Conduct Collection Development activities measured by ordering materials per subject area guidelines of the Collection Management Policy, prompt attention to items in the Library Ordering Module and responsive liaison efforts.

### Evaluation:

Logan exemplified strong performance this year in all areas of librarianship, scholarship and service. He transitioned Resource Sharing/ILL to Susan Perry and managed the successful implementation of a SUNY IITG grant in collaboration with four other SUNY Libraries. This work resulted in the SUNY Information Literacy portal.

### Librarianship:

Logan taught an impressive sixty-four library instruction sessions this year, at both the undergraduate and graduate level. Faculty appreciate Logan's efforts to enhance student use of information resources. The many "thank you's" Logan regularly receives demonstrate feedback for a job well done.

He also serves on the Reference Desk and as liaison for several departments (Education and Human Development, Modern Languages and Culture, Psychology, Sociology and Criminal Justice). This year, he reviewed the collection in his liaison areas as part of the Collection Evaluation Project.

### Scholarship:

Logan presented at ten conferences and workshops, including a poster session at ACRL. He also co-authored two publications related to information literacy.

### Service:

Logan served on a number of campus and SUNY committees including SUNYLA, IDS, as Tools of Engagement project coordinator, etc. He also developed a certificate program through SUNY CPD for 'Innovative Library Services through Technology'.

By being a team player and willing to do what is needed, Logan demonstrates a clear understanding of how individual actions effect the overall functioning of the library, LITS, the College and beyond. Through awareness of other colleagues' work, cross-training, and a good attitude, Logan has added value to the campus.

His commitment to 'all things library' is well-regarded. He is having to learn to focus his energy to where it can be best applied to avoid burnout; he understands the need for balance. In the meanwhile, he is thanked for the many ways that he contributes to Brockport every day.

His portfolio of skills continues to grow in library, teaching and technology. This record of accomplishment makes him an excellent candidate to be nominated for a Chancellor's Award for Excellence in Librarianship this year.

Anticipated activities for 2015-16 include:

- supporting online learning – e.g., SUNY IITG grant related to OER (open educational resources);
- helping to improve library communication and outreach;
- taking advantage of both formal and informal opportunities for professional development.

Chair/Director's signature(s): \_\_\_\_\_ Date \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

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\_\_\_\_\_ Chairperson's/Director's comments have been reviewed by the faculty member

## **2013 – 2014 Supervisor's Review and Commentary**

The following are the 2014-2015 performance indicators and 2013-2014 evaluation for Logan Rath.

### Performance Indicators:

#### Job Summary:

#### Resource sharing:

- Responsible for oversight of the day to day workflow of all aspects of Interlibrary Loan.
- Manage one Library Clerk 2 and several student workers in Interlibrary Loan.
- Provide unified branding on hosted library web applications.
- Collaborate with Applications, Systems and Networking; Learning Systems; and Technology Support Services to update and improve the LITS website.
- Maintain Library's EZProxy and other software/services.
- Participate and support LITS communication/marketing activities.

#### Instruction and Reference:

- Assist in planning, acquiring, deploying, and maintaining digital services related to the Library's mission.
- Develop and maintain the Library/LITS webpages; work collaboratively within campus webpage policies.
- Investigate new library technology resources (e.g., mobile services, Web 2.0+ apps, etc.); recommend for adoption and report ongoing assessment.
- Maintain Library's EZProxy and other software/services.
- Provide technology training opportunities through ETC and other venues.
- Assist in meeting Library instruction and campus-wide information literacy goals.
- Take part in Reference Service, including evening and weekend shifts.
- Serve as library liaison to selected academic departments and assist in ordering/weeding.
- Participate and support LITS communication/marketing activities.
- Other duties as assigned.

#### Goals/Objectives:

- Continue to oversee Interlibrary Loan, as measured by ILL stats and user feedback on effectiveness..
- Further embed online instruction in courses as measured by number and kinds of library help embedded and response to it.
- Continue Reference shifts including nights and weekends in rotation as measured by average 6-10 hours/week for I & R librarians and reference consultations noted in LibStats.
- Provide effective library instruction as measured by class and faculty feedback, maintenance of accurate, up-to-date LibGuides and participation in instructional professional development activities.
- Conduct Collection Development activities measured by ordering materials per the subject area guidelines of the Collection Management Policy, prompt attention to items in the Library Ordering Module, responsive liaison efforts and helpful input on the collection evaluation forms. This year, all liaison librarians need to allow time to review de-selection book candidates in their subject areas as part of this effort.

#### Evaluation:

Logan had a very full and productive year during 2013-14.

Regarding librarianship, Logan was active in several key library initiatives. As resource sharing librarian, he supervised one ILL clerk and several students. He provided Reference service, taught many library classes and served as library liaison for several departments including Education and Human Development, Modern Languages and Cultures, Psychology, Sociology and Criminal Justice.

Logan's scholarship included national presentations (Illiad, VA), statewide presentations (CIT, Cornell, IDS) and local presentations (CELT, RRLC). He also wrote a SUNY Innovative Instruction Technology Grant (IITG) that holds great promise.

Regarding service, Logan played important roles on campus and regional/statewide SUNY, SUNYLA and library efforts. He is the SUNYLA liaison to FACT2 for 2013-2016.

Logan has identified a wide range of anticipated activities to further enhance Drake Memorial Library, LITS and the College at Brockport. He is highly engaged in supporting the campus. New for 2014-15, he will be updating LibGuides to v2, assisting with transition to the Summon discovery layer, providing library support for Blackboard, and implementing the SUNY IITG grant to develop information literacy portal initiatives collaboratively with other SUNY grant partners.

Logan has proven to be tremendously helpful in providing both library and technology assistance at many levels. For his work as an IDS mentor and continuing contributions to the SUNY Librarians Association, Logan was awarded the "Friend of SUNYLA" award in May 2014, a richly-deserved award from his peers. He is thanked for his work in Drake; we look forward to his continuing contributions.

Chair/Director's signature(s): \_\_\_\_\_ Date \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

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\_\_\_\_\_ Chairperson's/Director's comments have been reviewed by the faculty member

## **2012-2013 DEPARTMENT CHAIRPERSON'S/DIRECTOR'S COMMENTARY**

The following are the 2013-2014 performance indicators and 2012-2013 evaluation for Logan Rath.

### Performance Indicators:

#### Job Summary:

#### Resource sharing:

- Responsible for oversight of the day to day workflow of all aspects of Interlibrary Loan.
- Manage one Library Clerk 2 and several student workers in Interlibrary Loan.
- Oversee library training programs for IT students at the information desk including liaising with the Help Desk Coordinator where appropriate.
- Provide unified branding on hosted library web applications.
- Collaborate with Applications, Systems & Networking; Research, Analysis & Planning; and Technology Support Services to update and improve the LITS website.
- Maintain Library's EZProxy and other software/services.
- Participate and support LITS communication/marketing activities.

#### Instruction and Reference:

- Assist in planning, acquiring, deploying, and maintaining digital services related to the Library's mission.
- Develop and maintain the Library/LITS webpages; work collaboratively within campus webpage policies.
- Investigate new library technology resources (e.g., mobile services, Web 2.0+ apps, etc.); recommend for adoption and report ongoing assessment.
- Maintain Library's EZProxy and other software/services.
- Provide technology training opportunities through ETC and other venues.
- Assist in meeting Library instruction and campus-wide information literacy goals.
- Take part in Reference Service, including evening and weekend shifts.
- Serve as library liaison to selected academic departments and assist in ordering/weeding.
- Participate and support LITS communication/marketing activities.
- Other duties as assigned.

#### Goals/Objectives:

- Continue to oversee Interlibrary Loan, as measured by ILL stats and user feedback on effectiveness..
- Further embed online instruction in courses as measured by number and kinds of library help embedded and response to it.
- Continue Reference shifts including nights and weekends in rotation as measured by average 6-10 hours/week for I&R librarians and reference consultations noted in LibStats.
- Provide effective library instruction as measured by class and faculty feedback, maintenance of accurate, up-to-date LibGuides and participation in instructional professional development activities.
- Conduct Collection Development activities measured by ordering materials per the subject area guidelines of the Collection Management Policy, prompt attention to items in the Library Ordering Module, responsive liaison efforts and helpful input on the collection evaluation forms.

#### Evaluation:

Logan had a full and productive year, during 2012-13. During the year, he received promotion to associate librarian and continuing appointment and completed a second MS in Information Design online through SUNYIT.

Regarding librarianship, Logan was active in several key initiatives. As resource sharing librarian, he supervised one ILL clerk and several students. He provided Reference service, taught many library classes and served as library liaison for several departments include Education and Human Development, Career Resources, Sociology and Criminal Justice. In addition, Logan taught an online 3 credit graduate library class for UB (extra service).

Logan's scholarship included national presentations (Illiad, VA), statewide (CIT, Utica) and local presentations (CELT). He also wrote or co-wrote funded faculty/staff technology grants for a scanner and library tech tools that were funded for July 2013.

Regarding service, Logan played key roles on campus and regionals/statewide SUNY, SUNYLA and library efforts. He served on the Drake Design Team that worked on planning for library renovation. He is committed serve as one of two campus representatives to SUNY Senate for 2013-2015, and will be the SUNYLA liaison to FACTT for 2013-2016.

Logan has identified a full plate of anticipated activities to further enhance Drake Library, LITS and the College at Brockport. He is highly engaged in supporting the campus. New for 2013-14, he will be involved in teaching an APS section this fall as well as advising.

Logan is valuable for being very helpful and resourceful in providing technology assistance. He worked on revising and updating the Library and LITS webpages. He is thanked for his work for Drake Library and we look forward to continuing contributions.

Supervisor Signature\_\_\_\_\_ Date \_\_\_\_\_

I have read and discussed the foregoing with my immediate supervisor. I understand that if I do not concur, I have the right to attach a dated and signed statement within (10) working days from my receipt of it.

Employee Signature\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Chairperson's/Director's comments have been reviewed by the faculty member