

Aeronautics and Astronautics Library Annual Report 2002-2003

This year has been a time of growth for the Aeronautics and Astronautics Library. We now have had a full year of total freedom from carpenters, rug specialists and painters and their associated noise and dust. Our students have come back in droves and our door count taken during statistics week in April was similar to that taken in April 1995, a 37% increase over last year (see Table 1 , p.2). The number of reference questions has also returned from its record low last year (Table 2 , p.3) In some ways, students use the Library differently than they did four years ago.

Undergraduates and some grad students come to do their assignments on the computers given us by the Aeronautics and Astronautics Department. At the same time they still come to browse current journal issues on our display shelves, to make copies of older journal articles, and to ask questions as they look for information for their projects. The increase in undergraduate design projects, a large component of the Department's new curriculum (CDIO- conceive, design, implement, operate), has resulted in an increased need for undergraduates to gather journal articles and technical reports, and they turn to the Library staff for help in navigating the databases and the collection.

I. Excel at providing rapid, easy and precise access to high quality information for education and research at MIT

- **Created a digital check in file, using File Maker Pro, for our approximately 200,000 NASA Technical Reports on fiche .** The Library Assistant, in consultation with the Systems Office and working with a student assistant, created a File Maker Pro database that allows us to digitally record the archive of all the NASA technical reports we own. In addition, as of summer 2002, we have abandoned paper check in for our currently received reports and, instead, record them directly into this database. Our intention is to eventually make this file available for users to search themselves to determine if we have a report. This project not only fulfills a part of the MIT Libraries, strategic plan (see **I** above), but it also is a part of the Aero/Astro Libraries' plan to experiment with new technology, using it to make best use of our limited space. When the inputting of the archive is complete, we will be able to send to RSC the nine drawers of check in cards that now fill our shelves.
- The file consists of two elements, an acquisition number that the fiche are filed under in the Library, and a report number that they are often cited by. Each report has an accession number and approximately half have report numbers as well. The project was partially funded by an award of \$1650 from Library Administration for extra student hours. The project has taken longer than we estimated because we underestimated the time needed to clean up inaccuracies in the report number records as we input them into the database. Results to date are:
 - Accession Numbers input 150,000
 - Report numbers input 37,500
 - % Accession numbers left to input 30%
 - % Report numbers left to input 55%
 - Hours spent on the project (as of 6/30/03) 170 (at \$9./hr)
 - Estimate of hours left to complete project 160
- **Worked with Cambridge Scientific Abstracts** to ensure that there were links in the Aerospace Database to articles in AIAA journals and to the AIAA conference papers to

which we have purchased electronic access.. Still to be resolved is how to get the conference papers recognized by SFX.

- **Expanded and updated a web site for 16.62X**
<http://libraries.mit.edu/guides/courses/spring2003/16.62X/index.html>
- **Instruction:** Gave orientation talks to 70 incoming Aero//Astro graduate students and to 75 Aero/Astro undergraduates. Worked with colleagues to do library instruction for System Design and Management(SDM), 10.26, and an IAP program for Staff Assistants (“Beyond the basics in finding scientific information”)
- **Installed a new more powerful Gateway at the circulation desk.** Continuing our quest for smaller but more powerful equipment, we requested and received a Gateway Profile 4X to replace one of our Gateway 1700. The 1700s are fine if we just use them only for circulation functions, but they would freeze if we tried to perform any other additional tasks. This machine will allow us to assign processing projects to our student workers to do when it is quiet at the front desk, and to work on our NASA report check-in database without having the machine crash.
- **Expanded the number of computers available to students.** With the final contribution of machines from the Aero/Astro Department and the loading of software such as MATLAB, Word and PowerPoint onto them, we can now offer computers of some sort,(2 PCs, 3 UNIX, 6 laptops, 2 OPACs) at 13 of our 20 study carrels. Only two of these are OPACs; the rest have much more software loaded onto them. These machines are usually busy and we also see students hooking up their own laptop in tandem with one of the Library’s laptops, and using the two machines at once.

II. Ensure that library space and operations facilitate intellectual life on campus

- **Experimented with adding an hour to our Sunday schedule .** This was the first full year of our experiment in adding an additional hour to our Sunday hours, staying open until 6:00pm instead of 5:00pm. We have done this without increased funding and so had to cut an hour from our student coverage during the week. However, the data shown below indicates that our early hour on Saturdays, 11:00 – 12:00, is so little utilized that I will propose that we eliminate that hour beginning in Fall 2003, and keep the Sunday evening hour.

Table 1
Average # of weekend patrons based on door count
Saturday/Sunday September 2002 – May 2003

	Saturday						
Hours	11-12	12-1	1-2	2-3	3-4	4-5	5-6
Average # of Patrons	1.3	2.9	3.2	3.9	3.7	3.7	3.0

	Sunday				
Hours	1-2	2-3	3-4	4-5	5-6
Average # of Patrons	4.7	6.2	7.5	7.0	5.9

- Experienced increase use.** Now that about 18 months have passed since most of our construction was completed, we have become a quieter place for students to study and we have seen an increase in both our door count and our reference questions. The tables below will illustrate both. Construction began in Spring 1999. We moved into our new facility in June 2001. However, construction continued around us for another year. For about two years (1999 and 2000) we were without a security system and therefore had no door count to report. Table 2 shows that the number of reference questions answered in the Library, as measured during the April ACRL sample week over six years, has increased considerably over 2002 and approximates that of 2001. These data do not include “away from the desk” questions, which will be recorded for the first time in this Library in FY 04. In Table 3, it can be seen that our door count has risen back to approximately that of 1996.

Table 2
Reference Transactions (April Statistics Week)

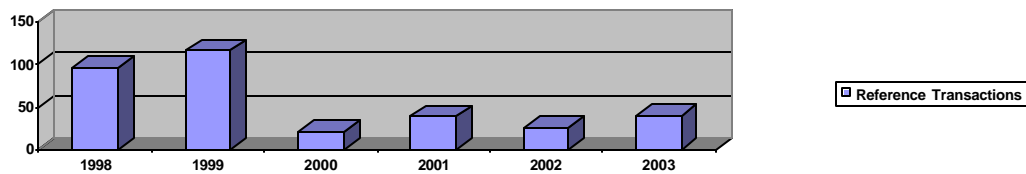
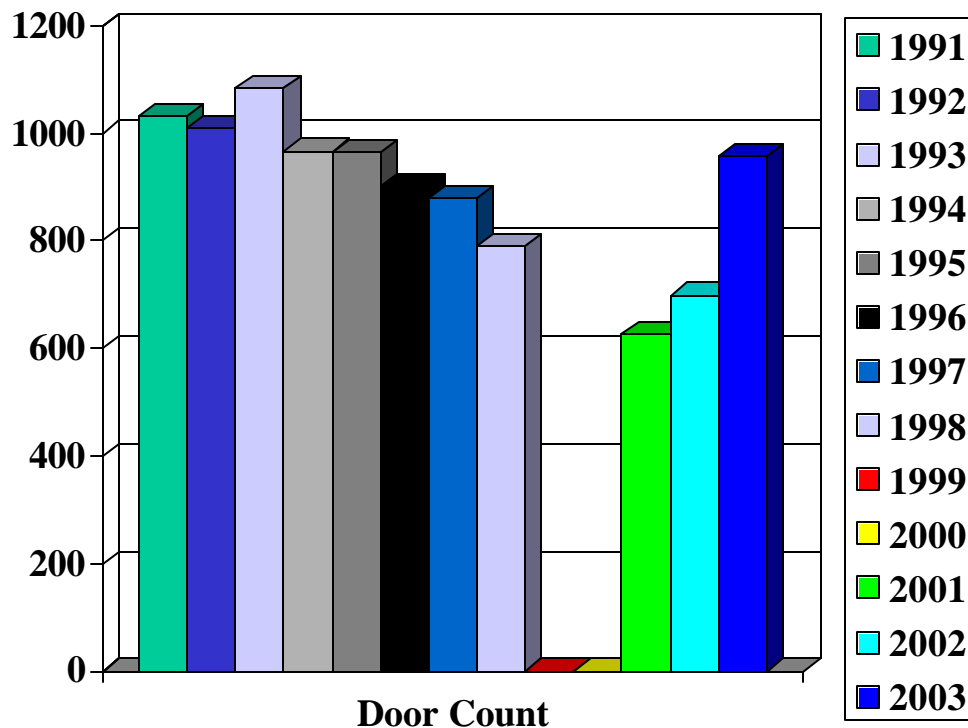


Table 3
Door Count (April Statistics Week)



- **The Librarian served as exam proctor** for a graduate student's spouse who was completing degree requirements via an Independent Study program from Brigham Young University. The exams were sent to the Librarian and the student took her exams in the Aero/Astro Library
- **New Book display.** We have begun planning for a new book display area. We will use some of the unused counter top. A sample bookshelf (small) has been ordered and the circulation system has been studied as to how to best designate these books. The new book list on the Library's web site will also continue to be updated.

Outreach to/Working with the MIT community

- **The Librarian served as liaison to the editor of the Graduate Student News.** As a member of the Graduate Student User Group, the Librarian volunteered to be liaison to the editor of the Graduate Student News. The Libraries had columns in most issues of this newsletter, detailing new services available from the MIT Libraries. Included were articles on SFX, the Hayden 24 hour study room, interlibrary loan, the role of the subject specialist, and GIS data.
- **Received acknowledgement.** Professor Akiva Yaglom thanked the Librarian in his forward of Statistical Fluid Mechanics – The Mechanics of Turbulence, Vol 1, Chapter 5 (New English version) for (helping) "me define more precisely the data needed for the bibliography...". Victor Rivas, in his Masters thesis Large Commercial Airports in the United States: Operating Revenue Framework, wrote, "Thanks to Ms Eileen Dorschner of the Aero/Astro branch of the MIT Library(sic) for her continued advice and support with my research inquiries." Vasilios Nikou, who received a Masters in Ocean Engineering, invited both the Librarian and the Library Assistant to his graduation lunch as a thank you for all the help provided on his thesis research in the Aero/Astro Library
- **Centennial of Flight celebration.** The Librarian is working with Deborah Douglas of the MIT Museum on activities for the Centennial of Flight celebration this winter. The Aero/Astro Library will participate in Museum activities on Dec 6. A special display of related materials is also being planned in the Library for this period and for MIT Libraries Week in late September.
- **Infinite Mile Award.** At the end of last year, the Librarian received the MIT Libraries Infinite Mile Award for Innovation and Creativity. The award was granted for her work with the Aero/Astro Department in the design and implementation of the new Library space.
- **Input from Library staff** was requested by the Chair of the Search Committee for the new Head of the Aero/Astro Department.
- **Naming Opportunity.** The Librarian assisted MJ Miller at several programs held in Bld 33 for MIT Alumni last summer, and has helped compile a list of potential funding opportunities within the Aero Library for the new Aero/Astro Department Head.

IV Some Use Statistics for July 2002 – June 2003

- Door Count 27,917
- Items checked out 3,893
- Fines taken \$454.00

Goals for the coming year

Librarian

- Make access to the online version of AIAA conference papers more visible via SFX
- Help celebrate the Centennial of Flight with the MIT Museum
- Hire and train a new Library Assistant
- Keep the Library visible within the Aero/Astro Department

Library Assistant

- Oversee the completion of the NASA digital check-in file
- Continue to gain familiarity with Engineering resources
- Finish updating “handbook” of processing procedures

Staff Activities

Librarian

Branch Managers Group (BMG)

- Representative to the Reference Committee
- Branch liaison to the Orientation Committee

Reference Committee

- Branch Libraries Representative
- Member of Central Phone Task Force

Graduate Student User Group

- Liaison to the Graduate Student News

Rewards and Recognition Committee (MIT Libraries)

- As winner of an award last year, served on the Committee to plan this years ceremony and to choose award recipients.
- Chaired the Committee

Special Libraries Association (SLA)

- Chair, Aerospace Section –
- As Chair - planned a well received program at the annual meeting of SLA in June that brought in a NASA astronaut who spoke on “Information in space”
- Member Engineering Division

American Society for Engineering Education (ASEE)/Engineering Libraries Division (ELD)

- Member Membership Committee (interview and write short biographies of new members for publication in newsletter)
- Liaison to the Engineering Division of SLA

Library Assistant

Branch staff

- Helped train and mentor new Assistant in the Schering Plough Library
- Created a manual of Branch Assistant duties
- Completed a cleanup of the Aero/Astro Library’s journal records and streamlined check-in

Circulation Committee

- Identified and removed bugs from Ex Libris in fines and “in-Transit” books
- Coordinated with the System Office on the re-indexing and display of data in the Reserves module

Reserves Working Group

- Developed new item statuses

- Served as mentor for other Reserves staff

Personnel: There were no additions, transfers or resignations this year

Eileen Dorschner
Aeronautics and Astronautics Librarian

More information on MIT's Aeronautics and Astronautics Library can be found on the web at <http://libraries.mit.edu/aero/>