12-31-2021

Annual Report 2020 - 2021

Houston Academy of Medicine - Texas Medical Center Library

Follow this and additional works at: https://digitalcommons.library.tmc.edu/library_annualreports

Part of the Business and Corporate Communications Commons

Recommended Citation
Citation Information: Houston Academy of Medicine - Texas Medical Center Library, "Annual Report 2020 - 2021" (2021). DigitalCommons@TMC, Library Administration, Annual Reports. Paper 25. https://digitalcommons.library.tmc.edu/library_annualreports/25

This Article is brought to you for free and open access by the Library Administration at DigitalCommons@TMC. It has been accepted for inclusion in Annual Reports by an authorized administrator of DigitalCommons@TMC. For more information, please contact digcommons@library.tmc.edu.
Annual Report 2021 - 2022

Houston Academy of Medicine - Texas Medical Center Library

Follow this and additional works at: https://digitalcommons.library.tmc.edu/library_annualreports

Recommended Citation
Citation Information: Houston Academy of Medicine - Texas Medical Center Library, "Annual Report 2021 - 2022" (2022).
DigitalCommons@TMC, Library Administration, Annual Reports. Paper 25.
https://digitalcommons.library.tmc.edu/library_annualreports/25
Message from the Chair of the Board of Directors

For the Houston Academy of Medicine - Texas Medical Center Library, fiscal year 2021 was a year of renewal and celebration!

It was a privilege to serve as the Chairman of the Board of Directors, while serving as a representative of The University of Texas Health Science Center at Houston (UTHealth)! Having spent 31 years in the Texas Medical Center (serving three different member institutions of the TMC Library), I have witnessed and experienced the growth of the TMC Library over many years, from several perspectives – its collections, services, and dedication to those who are served.

The students, clinical and research faculty, and staff at each member institution of the TMC Library have experienced and seen the commitment to continuous improvement, especially during these recent times. This past year included many changes and improvements including the completion of the facility renovations and build-out that includes new study spaces, classrooms, furniture, technology, and state-of-the-art group meeting rooms.

All of this change required leadership! During the past year, we celebrated the leadership provided by Ms. Debbie Sibley, MLS, MEd who retired as the TMC Library Executive Director in December 2020. We celebrated the incredible service of Ms. Sibley and all of her efforts, including her oversight of the renovations to the library’s physical facilities, reorganization of the libraries' archival collections, and efforts to address physical and electronic collections. Upon her retirement, we celebrated all that she did for all of us – from handling the devastation incurred by Hurricane Harvey, to the rebuilding and new building thereafter!

In addition, we welcomed the leadership of Ms. Katie Prentice, MSIS, AHIP, who came on board as the new Executive Director for the TMC Library. Having served as the Chair of the Search Committee, I can say that the decision of the search committee and the TMC Library Board of Directors has been realized in so many positive ways.

Ms. Prentice arrived at the peak of the coronavirus pandemic, and yet never wavered in working with the Board of Directors and each member institution to develop and implement plans to serve the entire TMC Library community with a focus on quality improvement. In addition, her leadership efforts were critical to the ongoing accreditation efforts of several member institutions during the past year, and so important in these challenging times. Under Ms. Prentice’s leadership, the library was able to return to the “new normal” of operations with a return to full hours and services in a safe environment.

This last year, we also celebrated the retirement of Mr. Philip L. Montgomery, MLIS, CA as the Director of the McGovern Historical Center. Under his direction, the Archives Committee developed a strategic plan for the archives, which was presented to and approved by the TMC Library Board of Directors. We all send a heart-felt thanks to Mr. Montgomery for his efforts over nearly seven years leading the McGovern Historical Center and helping to create a future that promotes these important collections in the largest medical center in the world.

In another renewal and celebration, Mr. Montgomery was replaced by Ms. Sandra Yates, MSIS, CA, DAS who has initiated her own leadership through continued strategic planning retreats in efforts to enhance and promote the incredible collections of the McGovern Historical Center. Under Ms. Yates’ leadership, the Archives Committee has further developed efforts in strategic development, organization, archive technology and partnerships in Houston, Texas, the United States, and abroad.
Finally, on behalf of the TMC Library Board of Directors, I want to emphasize the incredible staff of the TMC Library and the McGovern Historical Center. These individuals provide us all with the services that we need. They keep us informed with what we need to do what we do – students, faculty, and staff of each TMC Library member institution.

The TMC Library has been a very special place and resource to me for more than three decades. I have relied on their resources, but I have also contributed to its efforts, both financially and professionally. I hope that all who read and appreciate this report will look to find ways to do the same.

Eric Solberg, MS, Chair
2020-2021 TMC Library Board of Directors
Senior Vice President, Academic and Research Affairs
The University of Texas Health Science Center at Houston (UTHealth)
Message from the Executive Director

The past fiscal year came after a year of so many firsts and constant change. The final day of the FY21 year was 531 days after the World Health Organization declared a global pandemic. Throughout those days, and the days since, the TMC Library kept moving forward.

The first major change of the year was the retirement of former Executive Director Debbie Sibley. The TMC Library staff bid her farewell at the end of December 2020. As this was a planned retirement, I had the privilege of working with Debbie through December to ensure a smooth transition.

Due to local COVID-19 infection rates and in an abundance of caution, the TMC Library started the year operating with limited hours and on-site staffing to keep both staff and visitors safe. In the fall of 2020 and spring of 2021, Library hours were Monday-Friday, 8am-5pm. Starting July 6, 2021, we shifted back to our standard schedule, including weekends, Monday-Thursday: 7am-10:00pm, Friday: 7:00am-9:00pm, Saturday: 9:00am-5:00pm, and Sunday: 1:00pm-8:00pm.

In TMC Library spaces, we continued additional cleaning, added sanitation supply stations for visitors, and continued to use physical barriers at our Circulation Desk.

During this year, operating with hybrid staffing, TMC Library services from our liaison librarians saw substantial increase in utilization. Reference questions, asked through chat, email, and phone, as well as requests made to the systematic review search service, saw increased use this year. Our ability to provide consultations, classes, assistance, and research support was not impacted by COVID-19 due to IT preparations and systems in place before the beginning of the pandemic.

The other major impact to the TMC Library was the conclusion of the renovation project in December 2020. With the street level classrooms and conference room again available for reservation, we were able to offer facilities to Library member groups who needed space for distancing or training facilities.

As the final touches to the renovation, we added rolling markerboards for students, several sit-stand desks and laptop stands as ergonomic options, and even added a door to a room to create a fifth reservable study room for students.

As I reflect on the past year, I am grateful to the TMC Library Board of Directors and to Debbie Sibley for the opportunity to onboard with her expertise. I am also grateful to the TMC Library staff for their warm welcome, patience with my questions, and willingness to explain the traditions of the TMC Library.

Katie Prentice, MSIS, AHIP
Executive Director
TMC Library
Welcome to the TMC Library FY 2021

In 2018, this page reflected #Change and the changes haven’t stopped. The renovation actively wrapped up in December 2020 and throughout Spring 2021, the TMC Library staff added finishing touches and final details.

A fifth reservable group study room was created by adding a door to a small space that has been used for reshelving and copiers over the years. Four sit-stand desks were added to complement the existing height-adjustable desk. A fleet of rolling markerboards were added throughout study spaces, adding to the numerous wall-mounted markerboards already in place. To support ergonomic study and comfort, Circulation started to provide laptop stands for in-library use. We started with 5 laptop stands as an experiment and their popularity with students led to the purchase of 10 more. Most days, nearly all laptop stands are in use in the TMC Library.

With Harris County still experiencing major COVID-19 surges, social distancing and limited seating were left in place through July when Library hours returned to the pre-pandemic schedule with seven-day operations. Once the Library hours expanded, all seating options returned, and visitors could make their own choices for how and where to study. Throughout the year, the Library maintained sanitizing stations with surface cleaning wipes and hand sanitizer gel. In addition, extra cleaning of surfaces and high touch areas continued.

Library services continued to operate in hybrid fashion. Most classes, consultations, and reference questions were conducted through online channels. The Research & Instruction team completed a record number of consultation meetings with students, faculty, and researchers in addition to working on a record number of systematic review search projects.

The significant winter weather event of FY2021, while major in the community, thankfully did not impact the TMC Library building or McGovern Historical Collections and Research Center. The February 2021 Winter Storm Uri led to the closure of Library spaces for a week while Library staff and the entire Houston area restored water and power.

By the end of summer and closure of the fiscal year, the TMC Library spaces saw 150-200 visitors per day, approaching pre-renovation and pre-pandemic visitor counts. Although the pandemic was still ongoing, the renovation was complete and Library staff welcomed the return of regular student users and visitors.
# Revenue and Expenses

## Fiscal Year Ended August 31, 2021

### Operating Revenues:

<table>
<thead>
<tr>
<th>Revenue Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institutional Assessments</td>
<td>$7,476,465</td>
</tr>
<tr>
<td>Service Fees</td>
<td>31,574</td>
</tr>
<tr>
<td>Contributions</td>
<td>451,350</td>
</tr>
<tr>
<td>Investment Income</td>
<td>1,025,529</td>
</tr>
</tbody>
</table>

**Total Operating Revenues**: $8,884,918

### Operating Expenses:

<table>
<thead>
<tr>
<th>Expense Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; benefits</td>
<td>2,910,338</td>
</tr>
<tr>
<td>Building related costs</td>
<td>234,383</td>
</tr>
<tr>
<td>Collections</td>
<td>3,763,191</td>
</tr>
<tr>
<td>Depreciation and amortization</td>
<td>221,013</td>
</tr>
<tr>
<td>Rent &amp; leases</td>
<td>423,117</td>
</tr>
<tr>
<td>Other</td>
<td>437,568</td>
</tr>
</tbody>
</table>

**Total Operating Expenses**: $7,989,610

### Donors

The foresight and generosity of those who contributed to the TMC Library is very important and greatly appreciated. The donors for fiscal year 2021 are as follows:

- Earl Brewer, MD
- Texas Medical Center
- Houston Academy of Medicine
- Frieden Family Charity Fund
TMC Library Staff Accomplishments

Publications


*Acknowledgement to Emma Silva


**Presentations**


**Courses**

- **Nha Huynh** completed Scrum Master training for IT project management, May 2021.
- **Charles Njilefack** completed Scrum Master training for IT project management, April 2021.
- **Emma Silva** completed the course “Bioinformatics and Biology Essentials for Librarians: Databases, Tools, and Clinical Applications” in December 2020. This is a 14-week self-paced course sponsored by the National Library of Medicine worth 30 hours of CE credit from the Medical Library Association.
- **Travis Holder** was accepted to the Texas Accelerated Library Leaders (TALL Texans) Development Institute. He graduated in December 2020.
- **Beatriz Varman** attended NNLM class “What’s in a Data Story? Understanding the Basics of Data Storytelling” webinar in October 2020.

**Professional Service**

- **Emily Tuck** was accepted as an IRB member for TWU’s panel on human studies in diet and nutrition, July 2021.
• **Travis Holder** is serving on the Scholarship & Stipend Committee for the Texas Library Association’s College & University Libraries Division.

• **Matt Richardson** is serving as Registration Chair and a member of the Local Arrangements Committee for the Society of Southwest Archivists 2022 Annual Meeting in Houston.

• **Travis Holder** featured by Texas Library Association online (2021, April 8). [Between the Lines: April Member Spotlight](#).

• **Joanne Romano** joined, by invitation, the Ovid Leaders Advisory Council, April 2021.

• **Travis Folder** served on the Programming Committee for the Texas Library Association (TLA) 2021 conference. Travis was also on the Programming Committee’s Contributed Papers subcommittee and was the liaison to the Special Libraries Division.

• **Emma Silva** is a member of MLA New Member Caucus, SCC/MLA Early Career Librarian Working Group and MLA Virtual Career Connection committees.

• **Katie Prentice** is 2020-21 President of the South-Central Chapter of the Medical Library Association.

**Major Library Projects**

• **Terrie Smalls-Hall** and **Jasmin Legaspi** created and followed new procedures to catalog and prepare 12 board games and 100 books for the TMC Library humanities and health/wellness collection in the Dr. Fred Study Area, June-July 2021.

• **Terrie Smalls-Hall** and **Jasmin Legaspi** compiled updated cost per use reports including Top 10 Most Expensive Journals, Top 10 Least Expensive Journals, and Cost per Use per Journals Package, showcasing Library resource value, April 2021.

• **Emily Tuck** created Collection Highlights for the Library OneSearch discovery portal. She created cover images and links to resource silos of ebooks and ejournals for 50 medical disciplines, enabling Library users to easily browse for their specific fields of study within the TMC Library catalog, March 2021.

• **Emma Silva** and **Travis Holder** attended the UTHealth Salutation event. They created a video promoting Library services that was presented at the event, October 2020.

• **Emma Silva** and **Travis Holder** started a project to assign NLM’s MeSH terms to the most popular biomedical informatics concepts for UTHealth School of Biomedical Informatics, February 2020.

**Grant-funded Projects**

• **Yates, Sandra**, Project Staff: Mentor, Web Resources Consultant; Audiovisual Care in Tribal Archives (2021-2021); National Endowment for the Humanities (NEH), Preservation Education and Training; Association of Moving Image Archivists (AMIA), Association of Tribal Archives, Libraries, and Museums (ATALM), Community Archiving Workshop (CAW).

• **Yates, Sandra**, Project Staff: Mentor; Web Resources Consultant; Community Archiving Workshop – A Regional Training of Trainers: Southwest (2021); Institute of Museum and Library Services (IMLS), Laura Bush 21st Century Librarians Program (Supplemental Funding); AMIA, CAW.

• **Yates, Sandra**, Project Staff: Web Resources Consultant; manages the web development for CAW Toolkit and CAW Handbook websites; Community Archiving Workshop – A Regional Training of Trainers (2018-2021); IMLS, Laura Bush 21st Century Librarians Program; AMIA, CAW.
In FY2021, the Resource Management & Discovery Services department (RM) built a new collection for our Dr. Fred Student Study Hall. RM staff partnered with the Circulation Department to create and distribute an online survey that asked patrons what types of new materials they’d like to check out. To support the Houston community, we hired Brazos Bookstore as our supplier of new books.

Identified as the TMC Library’s “Humanities Collection,” these new materials cover various topics such as scientific writing, meditation, hobbies, diversity, inclusion, wellness, nutrition, computer science, and other interests. We also purchased board games and puzzle books for check out or in-house use. RM staff implemented new cataloging workflows so that all these new materials are discoverable within our Library catalog. Our Humanities Collection to date totals 100+ new books and 15 board games.

In June 2021, the TMC Library and the Harris County Public Library (HCPL) renewed their partnership with a return of HCPL books and DVDs to the TMC Library's shelves. HCPL materials are available for easy browsing and check out, and the TMC Library continues to provide circulation service for all HCPL customers and serve as a pickup location for requested materials. Since June, the HCPL collection of adult, young adult, children's fiction, and non-fiction materials at the TMC Library has had 425 uses.

RM staff resolved 80 trouble tickets from patrons reporting resource access issues. We added a trouble ticket system to our Primo VE catalog interface so patrons can easily “Report A Problem” with resource access at the point of need. The Head of Resource Management partnered with our liaison librarians and database vendors to resolve critical database errors that were severely hindering the librarians’ progress on systematic reviews work.

The Head of Resource Management negotiated lower prices for two critical Library databases: Visual DX, from a substantially increased quote down to $43,000, and Psychiatry Online, from a proposed increase of nearly 50% to $23,000. EMBASE renewal pricing was also negotiated from a 4% to 2% price increase.

RM staff implemented a new usage harvesting protocol called SUSHI (Standardized Usage Statistics Harvesting Initiative) to streamline the collection of resource usage data statistics for academic accreditation reports, such as the American Association of Health Science Libraries (AAHSL) and the Integrated Postsecondary Education Data System (IPEDS).

For FY2021, we added the following new content to the TMC Library collection:

- AMA Manual of Style Online, Oxford University Press
- The Chronicle of Higher Education, online journal database
- Cambridge University Press 403 titles, Read and Publish with reduced Article Processing Charges for open access
- Cabell's Predatory Journals and Health/Nursing collection
- Oxford Medicine Online Contemporary Neurology series, 22 eBook titles
Information Technology

Classroom Setup

The completed renovation of the new street level finalized Library Classrooms with 62 laptops (30 per classroom), effectively doubling our classroom capacity from prior to the renovation. In addition, two 86-inch interactive Clear Touch Panels were installed to aid in teaching and presentation. Cameras and wireless access point units were also installed to support security and Internet access. The four glass-wall study rooms were also set up with interactive Clear Touch panels for use by students. IT worked with Circulation to create quick user information sheets to help students easily use the panels.

Server Room

New file servers were deployed to replace older servers. This was done to improve systems availability while adding capacity for backup and redundancy. The public network servers (a total of 4) were also replaced with 2 new servers (domain controller and application server). This reduced our cost of ownership and support. Some utilities used on the public network spaced were transitioned to the cloud also reducing cost of ownership, support, and administration.

New network attached storage devices were also installed. This increased storage capacity, access speed, and support for the network.

Firewall monitoring service with Untangle was also implemented to mitigate cyber-attack attempts.

Backup and Recovery

The Library signed a contract with WASABI for cloud and external backup, adding a layer of redundancy for our data and virtual servers. In addition, and to aid in the backup and recovery process, Veeam was added to the Library’s technological space. This system allowed us to backup not only on-premises data but also all other cloud-based systems used by Library staff (Email, SharePoint, OneDrive, and Teams). In addition, Veeam will allow the TMC Library to quickly recover from any form of data corruption.

Website

The website gets frequent updates to meet the needs and our patrons. To aid in this process, a team of Web admins was created to help provide support and maintenance of our website. In addition, a Website Steering Committee was commissioned to periodically review and approve any website changes deemed necessary and critical.

Printing/Copying

The Library signed a new contract with Xerox Business Solutions to replace older copiers. This process reduced the number of printers without any loss of productivity. New systems have better functionality and flexibility. These systems were added at no additional cost to the Library.
Training
A Pluralsight subscription was added as a training site to improve/enhance the skills of Library staff.

Miscellaneous
A new people counting system was added to the entrance doors to calculate the number of people entering the Library daily. In addition, the wheelchair lift communication system was updated to facilitate communication between the lift-user and the Circulation Desk in the unlikely event of problems with the lift.

Research & Instruction
Last fiscal year during the pandemic, when Library spaces were closed to users, the Research and Instruction department continued to provide uninterrupted services to students, faculty, researchers, and clinicians affiliated with the TMC Library.

In the last fiscal year, the department experienced an increased demand for student and faculty consultations (38% increase) and curriculum integrated instruction and Library orientations (29% increase). However, the biggest increase (108%) was for the number of systematic reviews requests. We were pleased to see that Library services continued to be an important part of the research projects of the TMC community.

In February 2021, the department began offering 30-minute virtual webinars at lunch time. Topics included Systematic Review Services at the TMC Library, APA in 30 Minutes, Using EndNote, Making Your Conference Posters Pop, and instruction on how to search CINAHL and Embase databases. All webinars remain available in the Library’s YouTube account.

Additionally, the Research and Instruction department began publication of a monthly Library newsletter in February 2021. The newsletter promotes the brown bag webinars, new TMC Library resources, news about building hours, and additional changes as we reopened to the students and then the public in the summer of 2021. Patrons and members of the public can sign up to receive the Library Newsletter online at https://bit.ly/TMCLibNews.

In September 2020, the department hired a full-time liaison librarian to support the needs of faculty and students at The TMC Library and UT School of Public Health.

Liaison librarians were busy providing training to our new librarian, updating LibGuides, attending curriculum committee meetings, participating in professional continuing education courses, volunteering in professional committees, and attending professional meetings.

<table>
<thead>
<tr>
<th>Library Service</th>
<th>FY20-21</th>
<th>FY19-20</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes</td>
<td>61</td>
<td>44</td>
<td>38.6</td>
</tr>
<tr>
<td>Consultations</td>
<td>686</td>
<td>531</td>
<td>29.2</td>
</tr>
<tr>
<td>Literature Searches</td>
<td>188</td>
<td>202</td>
<td>-6.9</td>
</tr>
<tr>
<td>Systematic Reviews</td>
<td>96</td>
<td>46</td>
<td>108.7</td>
</tr>
<tr>
<td>Reference Questions</td>
<td>859</td>
<td>1360</td>
<td>-36.8</td>
</tr>
</tbody>
</table>
The John P. McGovern Historical Collections and Research Center (MHC) continues to preserve and provide access to the historical collections of the Texas Medical Center. Reading Room operations resumed in June 2020 by appointment only and with capacity limits. MHC has provided services throughout the pandemic.

**MHC Staff Changes and Constants**

Philip Montgomery retired as Head of the McGovern Historical Center at the end of December 2020. Sandra Yates officially took over as the new Head of the McGovern Historical Center in March 2021. Matt Richardson was hired as the new Archivist and Special Collections Librarian in June 2021. Billy Laruda joined the staff, splitting his time with the Operations Department in January 2021. A big “thank you” to the ever-present and always helpful archives assistants, Alethea Drexler and Gina Leonard. Their constant hard work is how the MHC can offer the highest quality services for its users. In addition, interns logged 491 hours in the archive, contributing greatly to this year’s accomplishments.

**Accomplishments and Projects**

With new leadership, the MHC set ambitious priorities for the year, focusing on collection control and digital collection development. The MHC:

- Completed the 2020 Book Stack Reorganization project for all bound items stored at the Research Center (El Rio) facility. Book shelving was reconfigured for more efficient storage. Bound collections were rearranged and shifted for better grouping and preservation needs.
- Conducted an analysis of Deeds of Gift for 345 collections, reviewing the administrative records for each collection. Results indicate that there are 98 signed deeds of gift granting transfer of materials to the archive, 246 collections have a signed gift or some information regarding the transfer of materials, and 93 collections have no information. This analysis will be used in the coming years to seek deeds of gifts from previous donors.
- Began inventorying and barcoding all boxes in the archives. This is projected to be completed next year, and there are plans to maintain the inventory with the Library’s catalog platform, Alma.
- Worked with the Information Technology Department to improve backup infrastructure and long-term storage service.
- Updated the Disaster Preparedness Plan for the Rare Book Room and Research Center (El Rio) locations.
- Processed all ten Radiation Effects and Events collections and searchable online. These are all the accessioned collections to date.

**Collection Growth and Access**

- MHC staff processed 37 collections, increasing online access. Of the 348 accessioned archival collections, 64% of collections have either a preliminary inventory or a detailed folder-level inventory.
- Seventeen new collection descriptions were created and published online in the Archival Management System (AMS), [https://archives.library.tmc.edu/](https://archives.library.tmc.edu/).
● 331 out of 348 collections are listed on the finding aid aggregator, Texas Archival Resources Online (TARO). This is an increase of 269 finding aids from 2019, surpassing the May 2022 projected total by over 300% and a year early.

● The Department Head developed and shared XML processing tool, AtoM 2 TARO XSLT Conversion (atom2taro), which facilitates XML export from the Access to Memory (AtoM) Archival Management System to a compliant XML import into Texas Archival Resources Online (TARO) system.

● New acquisitions, accessions, and accruals:
  ○ MS 230 Stanley G. Schultz, MD papers
  ○ MS 232 Buddhist in Gold on Shoji Paper
  ○ MS 235 Louis Maximilian Buja papers
  ○ MS 236 Paul Lensky, MD Photograph Collection
  ○ MS 238 Films on Mental Health provided by Bill Schnapp
  ○ MS 239 Irina Volguina Floppy Disks
  ○ MS 233 Phillip Robinson papers

● More materials are available online as the digital collection grows. A total of 2,865 digital objects are accessible in the AMS with more digital items added each week. Notable collections include IC 103 Memorial Hospital Photograph Collection, IC 034 San Jacinto Lung Association records, MS 211 Armin Weinberg papers, MS 002 E. W. Bertner papers, MS 236 Paul Lensky Photograph Collection, MS 238 Films on Mental Health provided by Bill Schnapp, MS 007 Hilde Bruch papers, MS 079 Mylie E. Durham, Jr. papers, and MS 070 R. Lee Clark papers.

News from the Archive - https://library.tmc.edu/mcgovern/news

Films on Mental Health Services in Houston
Graphic works sub-inventory for R. Lee Clark, MD papers
Paul Lensky, MD Photograph Collection
Oral History of Mylie E. Durham, Jr.
Dr. Richard Wainerdi, 1931-2021
Hilde Bruch and Harry Stack Sullivan
An Initial Overview of Radiation Effects

Statistical Insights

In September 2020 the MHC statistics were revised to (1) reflect the 2018 guidelines detailed in Standardized Statistical Measures And Metrics For Public Services In Archival Repositories And Special Collections Libraries published by the Society of American Archivists (SAA) and (2) to utilize the Library’s Springshare LibApps suite already used by the Research & Instruction and Circulation Departments. After a complete year of collecting these detailed metrics, there are interesting insights. Below are some highlights:

Total of 204 reference and service transactions completed by MHC staff.
  ● 56.4% by email
  ● 38.7% related to research projects or scholarship
  ● 35.8% identified as faculty
  ● 40.7% from within TMC
  ● Most notable media production: Atomic Bomb Initial Survey 原爆初動調査: Hidden Truth 隠された真実, NHK Special, Documentary Film. A copy of the film is available in the MHC Reference Files. The ABCC collection, MS 089 James Neel papers, is featured.
Total of 85 researchers visited the MHC Reading Room

**Affiliation**  **Researchers**

TMC Institutions  47
Outside TMC  38

Increased online presence and pageviews

**MHC website**  **AMS website**

https://library.tmc.edu/megovern/  https://archives.library.tmc.edu/

Users  8292  4766
Pageviews  15816  49542
Administration & Finance

Circulation, Operations & Interlibrary Loan
The TMC Library Board of Directors FY 2021

Eric J. Solberg, Chair
UTHealth

Carolyn L. Smith, PhD, Vice Chair
Baylor College of Medicine

Clara Fowler, MSLS, Board Secretary
UT MD Anderson Cancer Center

Oscar Ballarta, MBA, CMP
UTHealth

Gregory Bernica, CPA
Houston Academy of Medicine

Patricia Butler, MD
McGovern Medical School at UTHealth

Denise Castillo-Rhodes, CPA, MBA
Texas Medical Center

Nana Coleman, MD, Ed.M.
Baylor College of Medicine and
Texas Children’s Hospital

Michael Fordis, MD
Baylor College of Medicine

Constance M. Johnson, RN, PhD, FAAN
UTHealth

Mary Majumder, PhD, JD
Baylor College of Medicine

Rashid Mosavin, RPh, PhD, MBA
Texas Southern University

Arlo Weltge, MD, MPH, FACEP
Houston Academy of Medicine

Governing Institutions

Baylor College of Medicine • Houston Academy of Medicine • Texas Medical Center
Texas Southern University College of Pharmacy & Health Sciences • The University of Texas Health Science Center at Houston • The University of Texas MD Anderson Cancer Center

Supporting Institutions

Catholic Health Initiatives (CHI) St. Luke’s Health
Houston Community College, Coleman Campus
LifeGift
Memorial Hermann Health System

Texas A&M Prairie View
Texas Children’s Hospital
Texas Heart Institute
By the Numbers

TMC Library collections

- 369 DATABASES
- 1,602 BOOKS ON SITE
- 67,800+ E-JOURNALS
- 346,100+ E-BOOKS

By the end of the year, hours returned to our regular schedule:
- Monday-Thursday: 7:00 am - 10 pm
- Friday: 7:00 am - 9:00 pm
- Saturday: 9:00 am - 5:00 pm
- Sunday: 1:00 pm - 8:00 pm

We started with 40 hours and ended with 89 hours a week of open hours.

Supporting research, instruction, and clinical work

- 61 CLASSES
- 686 CONSULTATIONS
- 188 LITERATURE SEARCHES
- 96 SYSTEMATIC REVIEW SEARCHES

Questions and answers at the TMC Library

859 REFERENCE QUESTIONS
2,733 CIRCULATION QUESTIONS
4,385 INTERLIBRARY LOAN ITEMS BORROWED FOR TMC LIBRARY USERS

Post-renovation seating, rooms, and ergonomic options

- 5 GROUP STUDY ROOMS
- 1 CONFERENCE ROOM
- 239 SEATS LIBRARY-WIDE
- 2 CLASSROOMS
- 5 SIT/STAND DESKS
- 15 LAPTOP STANDS

McGovern Historical Center and Research Center supported research

- 85 VISITING RESEARCHERS
- 204 REFERENCE & SERVICE TRANSACTIONS
- 7 ACQUISITIONS, ACCESSIONS, AND ACCRUALS
- 37 COLLECTIONS PROCESSED