

William Paterson University of New Jersey  
David & Lorraine Cheng Library

**Description of Library Resources**

The Valley Road building houses enough class and seminar rooms to accommodate the COE as well as the College of Business and Continuing and Professional Education. There is a 175-seat auditorium with breakout rooms, a full-service cafeteria, and 4 computer labs, one of which is always open.

The David and Lorraine Cheng Library fully supports the conceptual framework of the Unit through traditional and innovative services and resources. The library's webpage, [www.wpunj.edu/library](http://www.wpunj.edu/library), is a gateway to the online catalog, an extensive collection of full-text electronic journals and databases, specialized resources for education, and many other services. The general book collection holds more than 12,000 print titles related to education, and an additional 19,000 titles comprise the Curriculum Materials Center (CMC) collection.

The library staff collaborates extensively with education faculty in instruction, collection development, grant activities and other initiatives. Each department has a faculty representative who works with the librarians assigned to the College of Education.

**EXHIBIT 11: DESCRIPTION OF LIBRARY RESOURCES**

**Library Facilities**

The Cheng Library includes an auditorium, an electronic resources center and two user education classrooms. The primary instruction room includes seating for 50 students, 22 computer workstations and a system that allows the instructor to demonstrate resources at each workstation. The Curriculum Materials Center includes a second fully mediated room - the Dr. Amy Job Classroom.

**Library Resources including Technology**

The Library houses approximately 350,000 volumes and 18,000 audiovisual items. Access is provided to more than 50,000 print and electronic periodicals. In addition, the Library subscribes to over 100 general and subject specific databases, most of which are accessible from off-campus locations. Many of the newly purchased audiovisual materials are available as streaming media. In addition the collection includes a growing number of ebook titles.

**Curriculum Materials Center (CMC)**

The CMC is both a physical facility and a virtual collection. It is open to the public 102 hours per week, and staffed for 73 hours. Its facilities include a collection of over 19,000 titles, 4 public access computers, seating for over 50 people (including two group study rooms), and a fully mediated classroom that holds an additional 30 people. The Education and Curriculum Resources webpage, <http://www.wpunj.edu/library/currmats> includes links to significant education and curricular resources, as well as access to CMC publications.

**Budget Allocations**

The Library allocates funds for material requested by academic departments based on a formula that considers, among other things, the total undergraduate and graduate student credit hours generated by each department during the previous academic year. The allocations for departments within the College of Education are shown in attached Table 1: Resources for Library Materials. Amounts include funding expended on books, media, and periodicals. Allocations for the Curriculum Materials Center are also included. Figures for the Library Totals do not include funding for electronic resources which are often interdisciplinary in nature and may be used by the College of Education.

Yvonne Roux, the Curriculum Materials Librarian, has pursued external funding sources to supplement specific areas of the collection beneficial to education candidates. In FY 2010, the Alumni Association supported her proposal to purchase an additional Big Book storage unit and 75 additional Big Books with \$2,275. In FY 2011, the Garden State Partnership for Teacher Quality awarded \$5,000 to fund the purchase of four new textbook sets.

### **Personnel**

One full-time librarian, one full-time assistant, and three part-time staff maintain the Curriculum Materials Center (CMC). All three part-time staff members have teacher certification as well as library experience. When the CMC is not staffed, users can seek assistance from the Library's Reference Desk.

Ms. Roux, the Curriculum Materials Librarian since 1998, holds a B.S. as an Elementary School Teacher/Librarian from The College of New Jersey, a M.L.S. from Rutgers University and a M.Ed. from William Paterson University. She holds NJ certification as a Teacher/Librarian (K-12) and as a Professional Librarian. Ms. Roux has thirty-four years of library experience: nearly nineteen years at William Paterson University, two years as an elementary school librarian, and twelve years in public libraries.

Ms. Roux's activities within the library profession include membership on the Curriculum Materials Committee of the Association of College and Research Libraries. She is a member of the New Jersey Association of School Librarians and often presents at their annual conference. She has also taught in the School Library Media Specialist program at William Paterson University.

Ms. Roux functions as an embedded librarian and attends most Education Unit meetings, often giving brief presentations of library resources and services. Her activities with the College of Education include participation in the College of Education Curriculum Committee, Conceptual Framework Committee, New Jersey History Day and other projects.

### **Instruction**

Instruction for candidates in the initial and advanced teaching programs fall primarily into two categories: curriculum resources and education research. Curriculum resources instruction focuses on how to locate and use curricular resources in all formats. The education research instruction guides teacher candidates through the use of online education databases, the library's collection of journals available online, in print and in microform, as well as the use of RefWorks, a bibliographic management tool that helps with correct citing.

All instruction is offered in collaboration with faculty and takes many forms: self-guided tours, LibGuides (electronic guides to help locate resources), bibliographies, displays and bulletin boards. Depending on appropriateness instruction takes place in either the fully mediated Curriculum Materials classroom, the Library's Instruction classroom, or in the class's regularly scheduled Valley Road classroom. Additional instructional services include workshops for faculty and students, as well as individual research assistance by appointment. In FY 2010, 54 instructional classes were held for the College of Education.

While informal assessment of curriculum resources instruction is conducted each semester, a formal assessment of both curriculum resources instruction and education research instruction was conducted in Fall 2010. One result of this assessment is that the librarian now sends a follow-up email to all students in classes that received education research instruction. This email asks if there are any additional questions, or if anyone needs additional assistance.

### **Services for 1600 Valley Road**

The Library continues to seek ways to best meet the needs of faculty and students at 1600 Valley Road (1.5 miles from the main campus). The Electronic Resource Center (ERC) in V1004 is an open lab always available to students. A Book Drop to facilitate the return of library materials is located in this room.

An online request form, <http://www.wpunj.edu/library/forms/valleybookrequest.cfm>, enables faculty to request books and media for delivery to 1600 Valley Road. Library staff visit 1600 Valley regularly to deliver and pick-up materials, attend meetings, and teach classes and workshops.

Since 2007 the Curriculum Materials Librarian has held "office hours" in Valley 4124. During these office hours, scheduled at least once a week during the Fall and Spring semesters, the Librarian is available to answer questions and provide assistance for faculty, staff, and students.

A survey of Library services to Valley Road was conducted in 2009. The findings from this survey demonstrated the need to continually market Library services through multiple channels.

### **CONCLUSION**

The staff of the David & Lorraine Cheng Library is committed to supporting the teacher education program, and to ensuring the availability of the best possible information resources and services to the College of Education.

TABLE 1: RESOURCES FOR LIBRARY MATERIALS

COLLEGE OF EDUCATION

BUDGET ALLOCATIONS: BOOKS, MEDIA, AND PERIODICALS

DEPARTMENT	FY 2007	FY 2008	FY 2009	FY 2010
ED LEADERSHIP	\$ 4,541	\$ 4,609	\$ 6,052	\$ 7,099
ELEMENTARY/ SECONDARY	\$ 35,626	\$ 32,039	\$ 36,186	\$ 30,543
SPECIAL ED /COUNSELING	\$ 12,497	\$ 9,647	\$ 9,688	\$ 7,359
CURRICULUM MATERIALS	\$ 3,000	\$ 2,957	\$ 3,022	\$ 2,938
TOTAL EDUCATION	\$ 55,664	\$ 49,252	\$ 54,948	\$ 47,939
LIBRARY TOTALS **	\$ 471,007	\$ 465,252	\$ 560,668	\$ 502,226
EDUCATION PERCENTAGE	12%	11%	10%	10%

\*\* Does not include allocations for Electronic Resources