

DOCUMENT RESUME

ED 288 561

IR 052 232

TITLE Bibliographic Instruction, Vermont Libraries. A Directory of Programs and Methods.

INSTITUTION Johnson State Coll., Vt.

PUB DATE 87

NOTE 25p.

PUB TYPE Reference Materials - Directories/Catalogs (132)

EDRS PRICE MF01/PC01 Plus Postage.

DESCRIPTORS *Academic Libraries; Higher Education; Institutional Characteristics; Instructional Materials; *Library Instruction; Policy; Program Descriptions; *Special Libraries; Teaching Methods

IDENTIFIERS *Vermont

ABSTRACT

Compiled from survey forms distributed to bibliographic instruction librarians in academic and special libraries in the spring of 1987, this directory includes information on the bibliographic instruction programs and methods of 17 Vermont universities and colleges listed according to the following metropolitan areas: (1) Bennington (Southern Vermont College Library); (2) Brattleboro (Community College of Vermont); (3) Burlington (Champlain College, Trinity College, and the University of Vermont--Bailey/Howe Library and Dana Medical Library); (4) Castleton (Castleton State College--Calvin Coolidge Library); (5) Johnson (Johnson State College--John Dewey Library); (6) Lyndonville (Lyndon State College--Samuel Read Hall Library); (7) Middlebury (Middlebury College); (8) Montpelier (Vermont College); (9) Northfield (Norwich University); (10) Plainfield (Goddard College); (11) Poultney (Green Mountain College); (12) Randolph Center (Vermont Technical College); (13) Rutland (College of St. Joseph Library); (14) South Royalton (Vermont Law School); and (15) Winooski (St. Michael's College). Each entry includes institutional data (library, college or university, address, contact person, telephone number, and size of institution); bibliographic instruction methods and materials; bibliographic instruction policies and procedures, including number of individuals involved in delivery of service; and comments. (KM)

 * Reproductions supplied by EDRS are the best that can be made *
 * from the original document. *

A Directory of Programs and Methods

**Johnson State College
Johnson, Vermont**

For copies contact:

**Reference Librarian
John Dewey Library
Johnson State College
Johnson, Vermont 05656**

(802) 635-2355

This directory was compiled from survey forms distributed to bibliographic instruction librarians in academic and special libraries in the spring of 1987. The results of the survey were presented at the Vermont Library Association Annual Conference held at St. Michael's College on May 27-29 in Winooski.

CONTENTS

BENNINGTON

- Southern Vermont College Library

BRATTLEBORO

- Community College of Vermont

BURLINGTON

- Champlain College
- Trinity College
- University of Vermont
Bailey/Howe Library
Dana Medical Library

CASTLETON

- Castleton State College
Calvin Coolidge Library

JOHNSON

- Johnson State College
John Dewey Library

LYNDONVILLE

- Lyndon State College
Samuel Read Hall Library

MIDDLEBURY

- Middlebury College

MONTPELIER

- Vermont College

NORTHFIELD

- Norwich University

PLAINFIELD

- Goddard College

POULTNEY

- Green Mountain College

RANDOLPH CENTER

•Vermont Technical College

RUTLAND

•College of St. Joseph Library

SOUTH ROYALTON

•Vermont Law School

WINOOSKI

•St. Michael's College

Bennington

INSTITUTIONAL DATA

Library Southern Vermont College Library

College, University Southern Vermont College

Address Monument Road
Bennington, VT 05201

Contact Person Diana Maher or Virginia Laumeister

Telephone # (802) 442-5427 x124

Size of Institution

Faculty: c. 20 w/20-25 adjunct

Undergraduates: 450

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Exercises/Worksheets

Library Orientation Tours

Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 3

COMMENTS:

Currently we offer one or two sessions of library skills instruction as part of some English composition classes and nursing, environmental studies, and business courses, as requested by faculty. Content is geared to the subject matter of the particular course. Brief orientation tours are provided for new students.

Brattleboro

INSTITUTIONAL DATA

Library Community College of VT
College, University Main Office-Brattleboro
Address 15 Green St.
Brattleboro, VT 05301
(w/12 site offices)
Contact Person Eileen Chalfoun
Telephone # (800) 431-0025
Size of Institution
Faculty: 400
Undergraduates: 3,025

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook (Biblio-Tech)
Workbooks
Exercises/Worksheets
Pathfinders/ Bibliographies
Computer produced
Software Some commercial, some we created
Computer Assisted Instruction
Hardware Computers in each site office library
Software Math, English, Writing, Library Skills,
Languages
Library Orientation Tours
Classes/lectures requested by faculty
Library classes for college credit
Term paper/writing clinics

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 1

Other (please specify) Coordinators of Instruction

COMMENTS:

Our bibliographic instruction begins when instructors submit their Course Descriptions (syllabi). Where appropriate, they are encouraged to incorporate research objectives. There are then orientations and specific workshops designed to help their students accomplish these objectives. In each site office Coordinators are trained to conduct workshops in research and writing reports and term papers. Various instructional media are used to accomplish this.

Burlington

INSTITUTIONAL DATA

College, University Champlain College

Address 371 Maple Street
Burlington, VT 05401

Contact Person Jeanne Porecki

Telephone # (802) 658-0800 x374

Size of Institution

Undergraduates: 1500

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Pathfinders/ Bibliographies
Library Orientation Tours (at request of faculty)
Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 2

Burlington

INSTITUTIONAL DATA

Library Farrell Library
College, University Trinity College
Address Colchester Avenue
Burlington, VT 05401
Contact Person Carolyn Barnes
Telephone # (802) 658-0337

Size of Institution

Faculty: 70 (40 F/T, 30 P/T)
Undergraduates: 926
Other: Weekend College, Evening Degree, and
PACE (part-time older students)

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Workbooks
Pathfinders/Bibliographies
Library Orientation Tours
Classes/lectures requested by faculty
Term paper/writing clinics (through the Writing Center run by
the English Dept.)

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this
service?

Librarians 2
Library Staff 1

COMMENTS:

Freshmen and new evening degree students have orientation tours.
We've used brief workbooks, but class presentations/demonstrations,
after a term paper has been assigned, seem to work best.

Burlington

INSTITUTIONAL DATA

Library Sailey/Howe
College, University University of Vermont
Address Burlington, VT 05405

Contact Person Mara Saule
Telephone # 654-2022

Size of Institution
Faculty: 898 (Full-time)
Undergraduates: 8151
Graduate Students: 1034 + 395 Med Students
Others: 1534 (Continuing education)

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Workbooks Self-guided tours
Exercises/Worksheets
Pathfinders/ Bibliographies
Computer produced
Hardware AT&T 6300 fixed disk system
Software Turbo Pascal program (Written in-house)
and WORDSTAR
Self-guided tours
Videotape Very dated. Needs complete revision
Computer Assisted Instruction
Hardware AT&T 6300, dual floppy
Software Written in-house using Dan Bricklin demo program

Library Orientation Tours
Classes/lectures requested by faculty
Term paper/writing clinics

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?
Librarians 8

Burlington

INSTITUTIONAL DATA

Library Dana Medical Library
College, University University of Vermont
Address Burlington, VT 05401
Contact Person Tamara Purfee
Telephone # (802) 456-4372

Size of Institution

Faculty: 990 (285 Medical School Faculty)
Undergraduates: 7818
Graduate Students: 1,088
Others: 400 Medical Students (our primary usage)

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Workbooks
Computer Assisted Instruction
Software NRG Colleague Instruction
Library Orientation Tours
Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 5

Castleton

INSTITUTIONAL DATA

Library Calvin Coolidge Library
College, University Castleton State College
Address Castleton, VT 05735
Contact Person Claudia Ruediger Jung
Telephone # (802) 248-5611

Size of Institution

Faculty: 89 full-time plus numerous adjuncts
Undergraduates: 1825 full and part-time
Graduate Students: 175 full and part-time

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Pathfinders/ Bibliographies
Computer produced
Hardware micro (Zenith)
Software Wordstar
Library Orientation Tours
Classes/lectures requested by faculty
Library classes for college credit

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?
Librarians 4

Johnson

INSTITUTIONAL DATA

Library John Dewey Library
College, University Johnson State College
Address Johnson, VT 05656
Contact Person Linda Kraepel
Telephone # (802) 635-2356

Size of Institution

Faculty: 55 Adjunct faculty: 63
Undergraduates: 925
Graduate Students: 100
Other: External Degree Program (EDP) 180

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Exercises/Worksheets
Pathfinders/ Bibliographies
Computer produced
Hardware Zenith 100 Microcomputer
Software Wordstar
Library Orientation Tours
Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 2

COMMENTS:

Development of a formal bibliographic instruction program, with prescribed goals and objectives for various degree offerings, has been a continuing concern. A majority of our instructional objectives still focus on orientation to the library but, increasingly, faculty requests for classes have effected changes in our method of instruction. Large classes, too, have prompted our investigation of audiovisual presentations to supplement class offerings and to ease staffing shortfalls.

LYNDONVILLE

INSTITUTIONAL DATA

Library Samuel Read Hall
College, University Lyndon State College
Address Lyndonville, VT 05851
Contact Person Ruth Hurley
Telephone # (802) 626-9371
Size of Institution
Faculty: 76
Undergraduates: 800
Graduate Students: 20

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Exercises/Worksheets
Pathfinders/ Bibliographies
Computer produced
Hardware (Zenith system)
Software (Wordstar)
Library Orientation Tours
Classes/lectures requested by faculty
Term paper/writing clinics

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 1
Library Staff 1

Middlebury

INSTITUTIONAL DATA

Library Eobert Starr Library
College, University Middlebury College
Address Middlebury, VT 05753
Contact Person Mr. Terry Plus
Telephone # (802) 388-3711 x3503

Size of Institution

Faculty: 145
Undergraduates: 2,000

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook (Visitor's Guide)
Exercises/Worksheets
Pathfinders/ Bibliographies
Computer produced
Hardware Zenith CZE 151 21 with hard disk.
DEC Rainbow
Software WordStar, FinalWord
Library Orientation Tours
Classes/lectures requested by faculty
Term paper/writing clinics

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 1 (with 5 assistants)
Library Staff 1 only very occasionally
Student Assistants 2

COMMENTS:

We emphasize course related instruction, although we offer senior thesis seminars, freshman writing library classes, and bibliographic consultations. We produce selective guides to the literature of all majors and programs offered by the College, and each bibliographic instruction class is accompanied by a pathfinder. Annual report available upon request.

Montpelier

INSTITUTIONAL DATA

Library Gary Memorial Library

College, University Vermont College

Address Montpelier, VT 05602

Contact Person Deborah Sessions

Telephone # (802) 223-8748

Size of Institution

Undergraduates: On-campus and Low Residency

Graduate Students: Total for both 731

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Exercises/Worksheets
Pathfinders/ Bibliographies
Library Orientation Tours
Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 1

Northfield

INSTITUTIONAL DATA

Library Henry Prescott Memorial Library

College, University Norwich University

Address Northfield, VT 05663

Contact Person Paul Heller

Telephone # (802) 485-5011

Size of Institution

Faculty: 100
Undergraduates: 1500
Graduate Students: 30

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Exercises/Worksheets
Pathfinders/ Bibliographies
Computer produced
Hardware IBM PC
Software MPS 80
Library Orientation Tours
Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 2
Library Staff 1

Plainfield

INSTITUTIONAL DATA

Library Goddard College Library
College, University Goddard College
Address Plainfield, VT 05667
Contact Person Vincent Rossano
Telephone # (802) 454-8311

Size of Institution

Faculty: 22
Undergraduates: 85 resident / 115 non-resident
Graduate Students: 2 res. / 110 non-res.

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Computer produced
Hardware IBM-PC
Software PC-WRITE
Computer Assisted Instruction
Library Orientation Tours
Classes/lectures requested by faculty
Term paper/writing clinics

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 2

Poultney

INSTITUTIONAL DATA

Library Green Mountain College

College, University Green Mountain College

Address Poultney, Vt. 05764

Contact Person Margot Boushard

Telephone # (802) 287-9313

Size of Institution

Faculty: ~50

Undergraduates: ~300

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Workbooks
Exercises/Worksheets
Pathfinders/ Bibliographies
Library Orientation Tours
Classes/lectures requested by faculty
Term paper/writing clinics

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 1

COMMENTS:

I "walk" freshmen through a hypothetical term paper while covering all of our goodies!

Randolph Center

INSTITUTIONAL DATA

Library Hartness Library
College, University Vermont Technical College
Address Randolph Center, VT 05041
Contact Person Denny Patterson
Telephone # (802) 728-3391

Size of Institution
Faculty: 55
Undergraduates: 425

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Library Orientation Tours
Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 3
Library Staff 1
Student Assistants
Other (please specify)

COMMENTS:

Vermont Technical College is a two-year technical and agricultural college with the vast majority of students coming from Vermont. These students are often the first in their families to attend college and come to VTC right after high school. Library bibliographic instruction is planned into the English curriculum at the beginning of each semester so that every student has an orientation to our library. Further instruction may be requested by other faculty members, as well as CCV instructors, local high schools, etc..

To begin each bibliographic instruction session, we provide each student with a library handbook. A classroom presentation follows, with a lecture incorporating overhead transparencies which cover LC subject headings, cross reference index, Reader's Guide, Magazine Index, our catalog and vertical files. We take a reference question from initial query to solution, using all of these resources. Then, a library tour is conducted, pointing out locations of materials, machine use, introduction of staff, etc.. Usually faculty members provide follow-up exercises for their classes, using both people and material resources in the library.

Rutland

INSTITUTIONAL DATA

Library	<u>College of St. Joseph Library</u>
College, University	<u>College of St. Joseph</u>
Address	<u>Clement Road</u>
	<u>Rutland, VT 0570</u>
Contact Person	<u>Sister Monica Fitzgerald</u>
Telephone #	<u>(802) 773-5900 x232</u>

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Exercises/Worksheets
Library Orientation Tours
Term paper/writing clinics
(All controlled by English Department)

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

English Composition Faculty

COMMENTS:

It was decided by the Curriculum Development Committee that the necessary bibliographic instruction would be combined with the term paper writing and would be handled by the English Composition instructors.

South Royalton

INSTITUTIONAL DATA

Library Founders Library
College, University Vermont Law School
Address P.O. Box 60
S. Royalton, VT 05068
Contact Person Abby Armstrong
Telephone # (802) 768-8303

Size of Institution

Faculty: 25
Graduate Students: 400 J.D.
Others: 10 Masters of Studies in Law Students.

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Workbooks
Exercises/Worksheets
Computer Assisted Instruction
Westlaw computer assisted legal research
Library Orientation Tours
Classes/lectures requested by faculty
Library classes for college credit
Term paper/writing clinics

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 3.5

Winooski

INSTITUTIONAL DATA

Library Perick Library
College, University St. Michael's College
Address College Parkway
Winooski, VT 05705
Contact Person Mary T. Rivard / Diane Boissier
Telephone # (802) 655-2000 x2405
Size of Institution
Faculty: 200 with adjunct and emer
Undergraduates: *1400
Graduate Students: *400

BIBLIOGRAPHIC INSTRUCTION METHODS AND MATERIALS

Library Handbook
Pathfinders/ Bibliographies
Computer produced
Hardware DisalavWriter
Self-guided tours
Audiotape
Computer Assisted Instruction
Library Orientation Tours
Classes/lectures requested by faculty

BIBLIOGRAPHIC INSTRUCTION POLICIES AND PROCEDURES

How many individuals are involved in delivery of this service?

Librarians 2