

11.2 Library and learning / information staff

The institution ensures an adequate number of professional and other staff with appropriate education or experiences in library and/or other learning/ information resources to accomplish the mission of the institution.

Compliance Judgment: In Compliance

Rationale

The University of South Carolina Aiken employs an adequate number of qualified professional staff and faculty librarians that provide services in the area of learning and information resources. Details pertaining to professional staff in other supporting areas such as department laboratories, computer labs, and academic support units are presented in the [narrative response to Standard 12.2 - Student support services staff](#).^[1]

Qualified Library Personnel. As outlined in the [narrative response to Standard 5.5 - Personnel appointment and evaluation](#)^[2], USC Aiken's hiring process requires that each applicant for a staff position provide a detailed application, resume, and cover letter that address the requirements outlined in the job description. A search committee follows guidelines consistent with university system policies as well as federal and state laws. Applications are screened to assure that the most qualified candidates are invited to interview for the advertised position. Searches for faculty librarians are governed by procedures outlined in the in the [USC Aiken Faculty Manual](#)^[3], [USC System policy ACAF 1.00 - Recruitment and Appointment of Tenured, Tenure-Track, and Non-Tenure-Track Faculty](#)^[4], [USC System policy ACAF 1.06 - Academic Titles for Faculty and Unclassified Academic Staff Positions](#)^[5], and the [USC Aiken Faculty Recruitment Guide](#)^[6] as specified in the [narrative response to Standard 6.3 - Faculty appointment and evaluation](#).^[7]

The Library follows [USC Aiken Policy AHR 1.03 – Performance appraisal for unclassified employees](#)^[8] and [USC System Policy HR 1.36 - Performance evaluation for classified and unclassified non-academic staff](#)^[9] in evaluating the performance and

effectiveness of staff. All classified staff members are evaluated annually as described in the [narrative response to Standard 5.5 - Personnel appointment and evaluation](#).^[2] Faculty librarians are evaluated annually in accordance with policy governing faculty evaluation as described in [narrative response to Standard 6.3 - Faculty appointment and evaluation](#).^[7] The curriculum vitae and resumes of library personnel are presented in Table 11.2-1.

Table 11.2-1. USC Aiken Roster of Library Personnel & Qualifications

Employee (link to CV or resume)	Class	Position & Duties	Qualifications
Robert Amerson ^[10]	Staff	Instruction/Reference Librarian; Circulation Manager	16 years of library experience; holds a Master of Library and Information Science degree
Mattie Bennet ^[11]	Staff	Library Technical Assistant	21 years of library experience
Natalia Taylor Bowdoin ^[12]	Faculty	Associate Professor of Library Science; Collections Coordinator	13 years of library experience; holds a Master of Library Science degree
Kelsey Crump ^[13]	Staff	Interlibrary Loan Manager	7 years of library experience; holds a Master of Library and Information Science degree
Willie Mae Dumas ^[14]	Staff	Periodicals Supervisor	30 years of library experience
Dorothy Grieve ^[15]	Staff	Circulation Assistant; Late night Supervisor	31 years of experience across three libraries in the public and education sectors
Deborah Tritt Harmon ^[16]	Faculty	Associate Professor of Library Science; Instruction, Reference Librarian; Archivist	16 years of library experience; holds a Master of Library and Information Science degree
Alexia Helsley ^[17]	Faculty	University Archivist; Senior Instructor	52 years of experience as an archivist; holds a Master of Arts in History degree
Brandy R. Horne ^[18]	Faculty	Associate Professor of Library Science; Instruction; Reference Librarian	16 years of library experience; holds a Master of Library and Information Science degree
Rodney Lippard ^[19]	Faculty	Associate Professor of Library Science; Director of the Library	29 years of library experience; holds a Master of Library and Information Science degree
Susie O'Connor ^[20]	Staff	Government Documents Librarian	7 years of library experience; holds a Master of Library Science degree
Stan Price ^[21]	Staff	Library Manager; System & Government Documents	13 years of library experience

Adequate Number of Personnel. The Library provides resources and services through which the institution can fulfill its commitment to excellence in teaching, faculty and student scholarship, research, creative activities, and service in accordance with its [mission](#).^[22] As shown in Table 11.2-1, the Library employs five faculty librarians with appropriate degrees from American Library Association (ALA) accredited programs. In addition, the library has seven full-time professional support staff, and an administrative assistant. The library staff is sufficient both in number and in qualifications to support the institution’s mission to achieve “excellence in research and creative pursuits” and to prepare students “by challenging them to think critically and creatively, to communicate effectively, to learn independently, and to acquire breadth and depth of...knowledge.”

As a measure of staff sufficiency, the number of library staff at USC Aiken was compared to several peer groups. Data from the National Center for Educational Statistics (NCES) were used to calculate the number of faculty librarians and professional staff per 1,000 FTE student for five peer groups. Figure 11.2-2 shows that USC Aiken exceeds the mean value of a National peer group of 84 similar or aspirant institutions, a Southeastern peer group of 43 similar institutions, and a Peach Belt athletic division peer group of 12 institutions. USC Aiken is comparable or slightly lower when compared to a South Carolina peer group of 13 public institutions and a South Carolina peer group of 10 teaching institutions.

Table 11.2-2. Number of Library Personnel per 1000 FTE Students

Peer Group	Year		
	2017	2018	2019
National Peer Group	3.0	3.0	3.0
Southeastern Peer group	2.5	2.4	2.4
Peach Belt Athletic Division Peer Group	2.3	2.3	2.2
South Carolina Public Institutions Peer Group	3.4	3.3	3.8
South Carolina Teaching Institutions Peer Group	3.7	3.7	4.1
USC Aiken	3.2	3.2	3.5

Remote Site and Distance Learning Support Personnel. USC Aiken provides remote instruction for several academic programs on the USC Salkehatchie and USC Sumter campuses, and in the Fall of 2021, USC Aiken will initiate a Nursing program on

the USC Union campus. Each of these 2-year branch campuses of USC Columbia and are members of the USC System. Each provides library services to students on their respective campuses. In addition to having remote access to USC Aiken library personnel, online resources, and interlibrary loans, USC Aiken students at remote sites receive assistance from local library staff. USC Salkehatchie has a qualified [Head Librarian](#) ^[23] and two library assistants, USC Sumter has a [Head Librarian](#) ^[24] and a [Library Manager](#) ^[25], and USC Union has a [Library Director](#) ^[26] on staff.

Supporting Documentation

1. [Narrative response to Standard 12.2 - Student support services staff](#)
2. [Narrative response to Standard 5.5 - Personnel appointment and evaluation](#)
3. [USC Aiken Faculty Manual: Search Procedures](#)
4. [USC System policy ACAF 1.00 - Recruitment and Appointment of Tenured, Tenure-Track, and Non-Tenure-Track Faculty](#)
5. [USC System policy ACAF 1.06 - Academic Titles for Faculty and Unclassified Academic Staff Positions](#)
6. [USC Aiken Faculty Recruitment Guide](#)
7. [Narrative response to Standard 6.3 - Faculty appointment and evaluation](#)
8. [USC Aiken Policy AHR 1.03 – Performance appraisal for unclassified employees](#)
9. [USC System Policy HR 1.36 - Performance evaluation for classified and unclassified non-academic staff](#)
10. [Resume of Robert Amerson](#)
11. [Resume of Mattie Bennet](#)
12. [Curriculum Vitae of Natalia Taylor Bowdoin](#)
13. [Resume of Kelsey Crump](#)
14. [Resume of Willie Mae Dumas](#)
15. [Resume of Dorothy Grieve](#)
16. [Curriculum Vitae of Deborah Tritt Harmon](#)
17. [Curriculum Vitae of Alexia Helsley](#)
18. [Curriculum Vitae of Brandy R. Horne](#)

19. [Curriculum Vitae of Rodney Lippard](#)
20. [Resume of Susie O'Connor](#)
21. [Resume of Stan Price](#)
22. [USC Aiken Mission Statement](#)
23. [USC Salkehatchie Head Librarian](#)
24. [USC Sumter Head Librarian](#)
25. [USC Sumter Library Manager](#)
26. [USC Union Library Director](#)