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Surveys Morris Library

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Faculty Survey, Liaison Survey, and General Librarian Survey

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Faculty Survey

This survey is being conducted by Megan Lotts and Julie Arendt, faculty librarians at Southern Illinois University Carbondale (SIUC), to
study interactions between academic departments and librarians. We are surveying librarians and faculty at colleges and universities
across the United States. We hope that the results of this survey will improve the understanding of what leads to successful
collaborations and working relationships between faculty and librarians. You are being contacted because your college or university is
one of the many that we are including in this study. You were selected from a list of[fill w/faculty subject area: chemistry, English
or psychology] faculty on your college or university's Web site.

The questionnaire should take about 10 minutes to complete. Completion of the survey indicates voluntary consent to participate in this study. Participation in this study is voluntary, and you are free to withdraw at any time.

The survey questionnaire contains an ID number assigned to you and does not include your name. The sheet that matches the ID number with your name and email will be kept in a separate location from you responses. Both the list and the responses will be kept secure and will be accessible only to SIUC staff who work on this project. After the survey has ended, we will destroy the list that links your name to the ID number, and you will be identified only by the ID number. We will take all reasonable steps to protect your identity.

If you have questions about this research project, you may contact Megan Lotts, Assistant Professor, Library Affairs at mlotts@lib.siu. edu, at (618) 453-2663, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu.

How satisfied are you with the service provided by your college or university library?

Please choose only one of the following:
• O Very Satisfied
• O Satisfied
• O Neutral
• O Dissatisfied

Very Dissatisfied

When did you last use your college or university library in person?

Please choose only one of the following:	
• O Within the last week	
• O More than a week ago but within the last month	
• O More than a month ago but within the last six months	
• O More than six months ago but within the last year	
• O More than a year ago	
. O Never	
• O Don't know	
When did you last use your college or university library online?	/
Please choose only one of the following:	
• O Within the last week	
• O More than a week ago but within the last month	
• O More than a month ago but within the last six months	
• O More than six months ago but within the last year	

•	O More than a year ago
•	O Never

• O Don't know

How important is it that your college or university library provide the following to academic departments?

Please choose the appropriate response for each item:

	Very Important	Important	Not too Important	Not Important
Updates to the department about library services and future plans?	0	0	0	0
Responses to department requests made to the library?	0	0	0	0
Representation on department committees or task forces?	0	0	0	0
Representation at department functions?	0	0	0	0
Research consultations for faculty and students?	0	0	0	0
In-class library instruction for students?	0	0	0	0
Workshops on library resources?	0	0	0	0
Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?	0	0	0	0

Librarian selection of books and journals in the discipline?	0	0	0	0
Faculty participation in collection development and cancellation decisions?	0	0	0	0
Information about copyright?	0	0	0	0
Information about scholarly communication and open access?	0	0	0	0
Notices of new publications in the discipline?	0	0	0	0

Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?

Please choose **only one** of the following:

- . O Yes
- . O No
- O Don't Know

How satisfied are you with the service provided by your liaison librarian?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please choose only one of the following:
• O Very Satisfied
• O Satisfied
Neither Satisfied nor Dissatisfied
• O Dissatisfied
• O Very Dissatisfied

How satisfied are you with the liaison relationship with the department?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please	choose	only	one	of the	follo	wina:
1 10430	6110036		Olic	OI IIIC	10110	vvii ių.

O Very Satisfied

• O Satisfied
Neither Satisfied nor Dissatisfied
• O Dissatisfied
• O Very Dissatisfied
Do you know the name of your department's liaison librarian?
Only answer this question if the following conditions are met: Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)
Please choose only one of the following:
• O Yes
• O No

Whom or what would you consult first if you could not locate a specific reference or needed more resources for research?

Please choose only one of the following:
• O Academic colleague(s)
• O Internet
• O Liaison Librarian
O Librarian at the Reference Desk
• O Library (Web site or in person)
• Other
If you had a concern about the library, whom would you contact?
Please choose only one of the following:
• O Liaison Librarian
C Library Administration
• O My department chair

. O Other

How does your liaison librarian typically communicate with your department?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please choose only one of the following:
O Departmental Meetings
O Email
O Formal presentations
O Individual face-to-face contact
O Newsletters
Office Hours
OTelephone
O Through department chair
O Through department secretary
Other

How would you prefer your liaison librarian to communicate with your department?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please choose only one of the following:
• O Departmental meetings
. O Email
• O Formal presentations
• O Individual face-to-face contact
• O Newsletters
• Office hours
• O Telephone
. O Through department chair
O Through department secretary
• O Other

When was the last time you had any kind of contact (phone, in person, email, etc.) with your liaison librarian?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please choose only one of the following:
• O Within the last week
• O More than a week ago but within the last month
• O More than a month ago but within the last six months
• O More than six months ago but within the last year
• O More than a year ago
• O Never
• O Don't know
When was the last time you spoke with your liaison librarian
Only answer this question if the following conditions are met: * Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)
Please choose only one of the following:
• O Within the last week
More than a week ago but within the last month

•	O More than a month ago but within the last six months
•	O More than six months ago but within the last year
•	O More than a year ago
•	O Never
•	O Don't know

Have you received the following from your liaison librarian within the last year?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please choose the appropriate response for each item:

	Yes	No	Don't Know
Updates to the department about library services and future plans?	0	0	0
Responses to department requests made to the library?	0	0	0
Representation on department committees or task forces?	0	0	0
Representation at department functions?	0	0	0
Research consultations for faculty and students?	0	0	0
In-class library instruction for students?	0	0	0
Workshops on library resources?	0	0	0
Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?	0	0	0
Librarian selection of books and journals in the discipline?	0	0	0
Faculty participation in collection development and cancellation decisions?	0	0	0

Information about copyright?	0	0	0
Information about scholarly communication and open access?	0	0	0
Notices of new publications in the discipline?	0	0	0
	la a 6 a 11 a a a ina	. <i>6.</i>	
Have you received t last year?	ne following	g from your libr	ary within the
Only answer this question if the Answer was 'No' or 'Don't Know' at que act as a liaison between the library and a bibliographer, or a subject librarian. For the or university have liaison librarians for ac	stion '5 [FLiAtCU]' (Some cademic departments. The purposes of this surve	college and university libraries nis person may be called a liaise	on, a subject specialist, a
Please choose the appropriate response	for each item:		
	Yes	No	Don't Know
Updates to the department about library services and future plans?	0	0	0
Responses to department requests made to the library?	0	0	0
Representation on department committees or task forces?	0	0	0
Representation at department functions?	0	0	0
Research consultations for faculty and students?	0	0	0
In-class library instruction for students?	0	0	0
Workshops on library resources?	0	0	0
Consultation between faculty and librarians to discuss strategies to integrate library			

instruction into the curriculum?			
Librarian selection of books and journals in the discipline?	0	0	0
Faculty participation in collection development and cancellation decisions?	0	0	0
Information about copyright?	0	0	0
Information about scholarly communication and open access?	0	0	0
Notices of new publications in the discipline?	0	0	0

What other services, if any, does your liaison librarian provide for your department?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please write your answer here:

What do you think is the most important thing for a liaison librarian to do to be successful in this role?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '5 [FLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please write your answer here:

How many years have you worked at your college or university?

university?	
Please write your answer here:	
What is your tenure status?	
Please choose only one of the following:	
• O Tenured	
• O Tenure track	
• O Non-tenure track	
• Other	
What is your job title?	
Please choose only one of the following:	
• O Professor	
Associate Professor	

 Assistant Professor
• O Lecturer
• O Instructor
• O Other
What is your gender?
What is your gender? Please choose only one of the following:
Please choose only one of the following:
Please choose only one of the following: • O Female
Please choose only one of the following: • O Female

Please write your answer here:

Additional Comments:

Please write your answer here:



Attachment A-1: Faculty Recruitment Email / Cover Letter

To: [fill w/ faculty member's email address]

From: mlotts@lib.siu.edu Subject: Research Request

Dear [fill w/ faculty member's name],

We are faculty librarians at Southern Illinois University Carbondale (SIUC) who are conducting a research study about interactions between academic departments and librarians. We are surveying librarians and faculty at colleges and universities across the United States. We hope that the results of this survey will improve the understanding of what leads to successful collaborations and working relationships between faculty and librarians. You are being contacted because your college or university is one of the many that we are including in this study. You were selected from a list of [fill w/faculty subject area: chemistry, English or psychology] faculty on your college or university's Web site.

We hope that you will complete the questionnaire at [fill w/URL].

The questionnaire should take about 10 minutes to complete. Completion of the survey indicates voluntary consent to participate in this study.

The URL has been assigned specifically to you, and this message should not be forwarded to others to complete the questionnaire. The survey questionnaire contains an ID number assigned to you and does not include your name. The sheet that matches the ID number with your name and email will be kept in a separate location from the responses. Both the list and the responses will be kept secure and will be accessible only to SIUC staff who work on this project. After the survey has ended, we will destroy the list that links your name to the ID number, and you will be identified only by the ID number. We will take all reasonable steps to protect your identity.

Participation in this study is voluntary, and you are free to withdraw at any time. If you do not wish to participate in this survey, you can contact Megan Lotts, (mlotts@lib.siu.edu) to have your name removed from our list. If you do not respond to this survey or return the opt-out message, you will be contacted again with this request two times during the next six weeks.

If you have questions about this research project, you can contact Megan Lotts, Assistant Professor, Library Affairs at mlotts@lib.siu.edu, at (618) 453-2663, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu

Sincerely, Megan Lotts and Julie Arendt Southern Illinois University Carbondale - Library Affairs

Attachment B-1: Faculty Reminder email 1

To: [fill w/ faculty email address]

From mlotts@lib.siu.edu

Subject: Research Request (Reminder)

Dear [fill w/ faculty name],

A couple weeks, ago you received an e-mail message asking you to assist us in our research study on interactions between academic departments and librarians. We hope that this study will improve the understanding of what leads to successful collaborations and working relationships between faculty and librarians.

If you have not had a chance to take the survey yet, you may access the questionnaire at the following URL: [fill w/URL].

If you do not wish to participate in this survey, you can contact Megan Lotts, (mlotts@lib.siu.edu) to have your name removed from our list. If you do not respond to this survey or return the opt-out message, you will be contacted again with this request one more time during the next four weeks.

If you have questions about this research project, you can contact Megan Lotts, Assistant Professor, Library Affairs at mlotts@lib.siu.edu, at (618) 453-2663, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu

Sincerely, Megan Lotts and Julie Arendt Southern Illinois University Carbondale - Library Affairs

Attachment C-1: Faculty Reminder email 2

To: [fill w/faculty email address]

From mlotts@lib.siu.edu

Subject: Research Request (Reminder)

Dear [fill w/ faculty name],

We recently asked you to participate in a survey on interactions between academic departments and librarians. This survey will be ending soon, and we hope that you will complete the questionnaire by *[fill with date approximately 1 week after date email is sent]*.

If you have not had a chance to take the survey yet, you may access the questionnaire at the following URL: [fill w/URL].

If you do not wish to participate in this survey, you can contact Megan Lotts, (mlotts@lib.siu.edu) to have your name removed from our list. This message is the FINAL reminder that we are sending about the survey. There will be no future emails about it.

If you have questions about this research project, you can contact Megan Lotts, Assistant Professor, Library Affairs at mlotts@lib.siu.edu, at (618) 453-2663, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu

Sincerely, Megan Lotts and Julie Arendt Southern Illinois University Carbondale - Library Affairs

Liaison Survey

This survey is being conducted by Julie Arendt and Megan Lotts, faculty librarians at Southern Illinois University Carbondale (SIUC), to study interactions between academic departments and librarians. We are surveying librarians and faculty at colleges and universities across the United States. We hope that the results of this survey will improve the understanding of what leads to successful collaborations and working relationships between faculty and librarians. Your college or university is one of the many that we are including in this study. You were selected from a list of librarians on your college or university's Web site.

The questionnaire should take about 10 minutes to complete. Completion of the survey indicates voluntary consent to participate in this study. Participation in this study is voluntary, and you are free to withdraw at any time.

The survey questionnaire contains an ID number assigned to you and does not include your name. The sheet that matches the random number with your name and email will be kept in a separate location from you responses. Both the list and the responses will be kept secure and will be accessible only to SIUC staff who work on this project. After the survey has ended, we will destroy the list that links your name to the ID number, and you will be identified only by the ID number. We will take all reasonable steps to protect your identity.

If you have questions about this research project, you may contact Julie Arendt, Assistant Professor, Library Affairs at jarendt@lib.siu.edu, at (618) 453-2779, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu.

How important is it that your college or university library provide the following to academic departments?

Please choose the appropriate response for each item:

	Very Important	Important	Not too Important	Not Important
Updates to the department about library services and future plans?	0	0	0	0
Responses to department requests made	0	0	0	0

to the library?				
Representation on department committees or task forces?	0	0	0	0
Representation at department functions?	0	0	0	0
Research consultations for faculty and students?	0	0	0	0
In-class library instruction for students?	0	0	0	0
Workshops on library resources?	0	0	0	0
Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?	0	0	0	0
Librarian selection of books and journals in the discipline?	0	0	0	0
Faculty participation in collection development and cancellation decisions?	0	0	0	0
Information about copyright? Information	0	0	0	0
about scholarly				

communication and open access?	0	0	0	0
Notices of new publications in the discipline?	0	0	0	0

Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?

Please choose only one of the following:

- . O Yes
- . O No
- O Don't Know

Are you a liaison librarian? *

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '2 [LLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please	choose	only	one	of the	following:
i icasc	0110030			OI LIIC	TOHOWHIG.

_	\circ	Yes
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How successful are you as a liaison?

° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)	
Please choose only one of the following:	
• O Very Successful	
. O Successful	
Neither Successful nor Unsuccessful	
. O Unsuccessful	
• O Very Usuccessful	
How satisfied are you with the liaison relationship with departments?	h your
Only answer this question if the following conditions are met: ° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)	
Please choose only one of the following:	
O Very Satisfied	
O Very Satisfied O Satisfied	



How many departments do you serve as a liaison librarian to? Only answer this question if the following conditions are met: ° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?) Please write your answer here: Does your liaison assignment include the following responsibilities? Only answer this question if the following conditions are met: ° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?) Please choose all that apply: Collection Development Reference Instruction Other:

On average, how many hours per week do you spend on liaison responsibilities?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)

Please write your answer here:

Do you or your library provide the following:

Updates to the department about library services and future plans?

Please choose only one of the following:
O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other
Do you or your library provide the following:
Responses to department requests made to the library?
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No

• O Don't know
• Other
Do you or your library offer the following:
Representation on department committees or task forces
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other

Do you or your library provide the following: Representation at department functions?

	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No
•	O Don't know
•	Other
	Do you or your library provide the following:
	Research consultations for faculty and students?
	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No
•	O Don't know

. O Other
Do you or your library provide the following:
In-class library instruction for students?
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other

Do you or your library provide the following:

Workshops on library resources?

	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No
•	O Don't know
•	Other
	Do you or your library provide the following:
	Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?
	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No

• O Don't know
• Other
Do you or your library provide the following:
Librarian selection of books and journals in the discipline?
Please choose only one of the following:
Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
• Other

Do you or your library provide the following:

Faculty participation in collection development and cancellation decisions?

Please choose only one of the following:	
O Yes, I provide this service	
O Yes, my library offers it, but someone else provides it	
○ No	
O Don't know	
Other	
Do you or your library provide the following:	
Information about copyright?	
Please choose only one of the following:	
O Yes, I provide this service	
O Yes, my library offers it, but someone else provides it	
○ No	

• O Don't know
• O Other
Do you or your library provide the following:
Information about scholarly communication and open access?
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
• O Other
Do you or your library provide the following:

Do you or your library provide the following: Notices of new publications in the discipline?

O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other

According to information on your library's Web site, we believe you are the liaison toFILL with Department: chemistry, English or psychology Are you the liaison to this department?
Only answer this question if the following conditions are met: Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)
Please choose only one of the following:
O Yes
Yes, but the department doesn't have that exact name
○ No

How successful are you as a liaison to this department?

Only answer this question if the following conditions are met: o Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFIL with Department: chemistry, English or psychology Are you the liaison to this department?)
Please choose only one of the following:
O Very Successful
O Successful
O Neither Successful nor Unsuccessful
Ounsuccessful
O Very Usuccessful
How satisfied are you with the liaison relationship with the department?
Only answer this question if the following conditions are met: ° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFIL with Department: chemistry, English or psychology Are you the liaison to this department?)
Please choose only one of the following:
O Very Satisfied

. O Satisfied

•	O Neither Satisfied nor Dissatisfied
•	O Dissatisfied
•	O Very Dissatistisfied

How do you communicate with this department?

Only answer this question if the following conditions are met: ° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?) Please choose all that apply: Departmental meetings Email Formal presenations Individual face-to-face contact Newsletters Office Hours Telephone Through department chair Through department secretary

How do you typically communicate with this department?

Other:

	Only answer this question if the following conditions are met: ° Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFILI with Department: chemistry, English or psychology Are you the liaison to this department?)
	Please choose only one of the following:
•	O Departmental Meetings
•	O Email
•	O Formal Presentations
•	O Individual face-to-face contact
•	O Newsletters
•	Office Hours
•	O Telephone
•	O Through department chair
•	O Through department secretary
•	O Other

When was the last time you had any kind of contact (phone, in person, email, etc.) with a member of this department?

Only answer this question if the following conditions are met:

° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?)

•	Within the last week
•	More than a week ago but within the last month
•	More than a month ago but within the last six months
•	O More than six months ago but within the last year
•	O More than a year ago
•	O Never
•	O Don't know
	When was the last time you speke with a member of this
	When was the last time you spoke with a member of this department?
	Only answer this question if the following conditions are met: ° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFIL
•	Only answer this question if the following conditions are met: * Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFIL with Department: chemistry, English or psychology Are you the liaison to this department?)
•	Only answer this question if the following conditions are met: Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFIL with Department: chemistry, English or psychology Are you the liaison to this department?) Please choose only one of the following:
•	Only answer this question if the following conditions are met: Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFIL with Department: chemistry, English or psychology Are you the liaison to this department?) Please choose only one of the following:
•	Only answer this question if the following conditions are met: * Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFIL with Department: chemistry, English or psychology Are you the liaison to this department?) Please choose only one of the following: Within the last week More than a week ago but within the last month

- . O Never
- . O Don't know

Updates to the department about library services and future plans?

Only answer this question if the following conditions are met:

° Answer was 'Yes, I provide this service' at question '9 [LSrvOfA]' (Do you or your library provide the following: Updates to the department about library services and future plans?) and Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?)

Please choose only one of the following:

•	O Yes
•	○ No
•	O Don't know

Have you provided the following to this department within the last year:

Responses to department requests made to the library?

Only answer this question if the following conditions are met:

° Answer was 'Yes, I provide this service' at question '10 [LSrvOfB]' (Do you or your library provide the following: Responses to department requests made to the library?) and Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?)

•	O Yes
•	. O No
•	O Don't know
	Have you provided the following to this department within the last year:
	Representation on department committees or task forces?
	Only answer this question if the following conditions are met: onumber answer was 'Yes, I provide this service' at question '11 [LSrvOfC]' (Do you or your library offer the following: Representation on department committees or task forces?) and Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFILL with Department: chemistry, English or psychology Are you the liaison to this department?)
	Please choose only one of the following:
•	O Yes
•	O No
•	O Don't know

Representation at department functions?

Only answer this question if the following conditions are met:

° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '12 [LSrvOfD]' (Do you or your library provide the following: Representation at department functions?)

Please choose **only one** of the following:

•	O Yes
•	○ No
•	O Don't know

Have you provided the following to this department within the last year:

Research consultations for faculty and students?

Only answer this question if the following conditions are met:

° Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '13 [LSrvOfE]' (Do you or your library provide the following: Research consultations for faculty and students?)

•	O Yes
•	○ No
•	O Don't know
	Have you provided the following to this department within the last year:
	In-class library instruction for students?_
	Only answer this question if the following conditions are met: ° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFILL with Department: chemistry, English or psychology Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '14 [LSrvOfF]' (Do you or your library provide the following: In-class library instruction for students?)
	Please choose only one of the following:
•	O Yes
•	○ No
•	O Don't know

Workshops on library resources?_

Only answer this question if the following conditions are met:

° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22
[LDepVer]' (According to information on your library's Web site, we believe you are the liaison to

__FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '15 [LSrvOfG]' (Do you or your library provide the following: Workshops on library resources?)

Please choose only one of the following:

. O Ye	es
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	- (٦.	NI	_
•	Λ.	ı	I	C

. O Don't know

Have you provided the following to this department within the last year:

Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?

Only answer this question if the following conditions are met:

° Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '16 [LSrvOfH]' (Do you or your library provide the following: Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?)

Please choose only one of the following:
. O Yes
. O No
. O Don't know
Have you provided the following to this department within the last year:
Librarian selection of books and journals in the discipline?
Only answer this question if the following conditions are met: * Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to FILL with Department: chemistry, English or psychology Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '17 [LSrvOfI]' (Do you or your library provide the following: Librarian selection of books and journals in the discipline?)
Please choose only one of the following:
. O Yes
. O No
. O Don't know

Faculty participation in collection development and cancellation decisions?

Only answer this question if the following conditions are met: ° Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFILL with Department: chemistry, English or psychology Are you the liaison to this
department?) and Answer was 'Yes, I provide this service' at question '18 [LSrvOfJ]' (Do you or your library provide the following: Faculty participation in collection development and cancellation decisions?)
Please choose only one of the following:
○ Yes
○ No

Have you provided the following to this department within the last year:

Information about copyright?_

Don't know

Only answer this question if the following conditions are met:

° Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '19 [LSrvOfK]' (Do you or your library provide the following: Information about copyright?)

	Please choose only one of the following:
•	OYes
•	○ No
•	O Don't know
	Have you provided the following to this department within the last year:
	Information about scholarly communication and open access?
	Only answer this question if the following conditions are met: ° Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison toFILL with Department: chemistry, English or psychology Are you the liaison to this department?) and Answer was 'Yes, I provide this service' at question '20 [LSrvOfL]' (Do you or your library provide the following: Information about scholarly communication and open access?)
	Please choose only one of the following:
•	O Yes
•	○ No
•	O Don't know

Notices of new publications in the discipline?

Only answer this question if the following conditions are met:

* Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22
[LDepVer]' (According to information on your library's Web site, we believe you are the liaison to

__FILL with Department: chemistry, English or psychology__. Are you the liaison to this
department?) and Answer was 'Yes, I provide this service' at question '21 [LSrvOfM]' (Do you or
your library provide the following: Notices of new publications in the discipline?)

Please choose only one of the following:

•	O Yes
•	○ No
	O Don't know

What other services, if any, do you provide for this department?

Only answer this question if the following conditions are met:

° Answer was 'Yes' or 'Yes, but the department doesn't have that exact name' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to __FILL with Department: chemistry, English or psychology__. Are you the liaison to this department?)

Please write your answer here:

What do you think is the most important thing for a liaison librarian to do to be successful in this role?

Only answer this question if the following conditions are met:

o Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)

Please write your answer here:

How many years have you worked at your college or university?
Please write your answer here:
Is there a tenure system for librarians at your college or university?
Please choose only one of the following:
O Yes

. O No

What is your tenure status?

Only answer this question if the following conditions are met: ° Answer was 'Yes' at question '45 [LTenSys]' (Is there a tenure system for librarians at your college or university?) Please choose only one of the following: . O Tenured . O Tenure track . O Non-tenure track . O Other Do you, as a librarian, have faculty status? Please choose only one of the following: . O Yes . O No

What is your job title?
Please write your answer here:
Aside from a MLS or equivalent, do you you have an advanced degree?
Please choose only one of the following:
. O No
O Yes - Master's Degree (MS / MA / MFA / MSW / MBA / etc.)
Yes - Professional degree (MD, JD, DDS, etc.)
O Yes - Ph.D.
Other
What is your academic background inFILL W/ SUBJECT AREA: Chemistry, Psychology or English?
Only answer this question if the following conditions are met: o Answer was 'Yes, but the department doesn't have that exact name' or 'Yes' at question '22 [LDepVer]' (According to information on your library's Web site, we believe you are the liaison to FILL with Department; chemistry. English or psychology . Are you the liaison to this

department?)
Please choose only one of the following:
. O None
. O Some undergraduate course work
. O Undergraduate degree
. O Master's Degree
. O Ph.D.
. O Other
What is your gender?
Please choose only one of the following:
. O Female
. O Male

What is your age?

Please write your answer here:

Additional Comments:

Please write your answer here:

Thank you for completing this survey.				

General Librarian Survey

This survey is being conducted by Julie Arendt and Megan Lotts, faculty librarians at Southern Illinois University Carbondale (SIUC), to study interactions between academic departments and librarians. We are surveying librarians and faculty at colleges and universities across the United States. We hope that the results of this survey will improve the understanding of what leads to successful collaborations and working relationships between faculty and librarians. Your college or university is one of the many that we are including in this study. You were selected from a list of librarians on your college or university's Web site.

The questionnaire should take about 10 minutes to complete. Completion of the survey indicates voluntary consent to participate in this study. Participation in this study is voluntary, and you are free to withdraw at any time.

The survey questionnaire contains an ID number assigned to you and does not include your name. The sheet that matches the random number with your name and email will be kept in a separate location from you responses. Both the list and the responses will be kept secure and will be accessible only to SIUC staff who work on this project. After the survey has ended, we will destroy the list that links your name to the ID number, and you will be identified only by the ID number. We will take all reasonable steps to protect your identity.

If you have questions about this research project, you may contact Julie Arendt, Assistant Professor, Library Affairs at jarendt@lib.siu.edu, at (618) 453-2779, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu.

How important is it that your college or university library provide the following to academic departments?

Please choose the appropriate response for each item:

	Very Important	Important	Not too Important	Not Important
Updates to the department about library services and future plans?	0	0	0	0
Responses to department requests made	0	0	0	0

to the library?				
Representation on department committees or task forces?	0	0	0	0
Representation at department functions?	0	0	0	0
Research consultations for faculty and students?	0	0	0	0
In-class library instruction for students?	0	0	0	0
Workshops on library resources?	0	0	0	0
Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?	0	0	0	0
Librarian selection of books and journals in the discipline?	0	0	0	0
Faculty participation in collection development and cancellation decisions?	0	0	0	0
Information about copyright? Information	0	0	0	0
about scholarly				

communication and open access?	0	0	0	0
Notices of new publications in the discipline?	0	0	0	0

Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?

Please choose only one of the following:

- . O Yes
- . O No
- O Don't Know

Are you a liaison librarian? *

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '2 [LLiAtCU]' (Some college and university libraries designate specific librarians to act as a liaison between the library and academic departments. This person may be called a liaison, a subject specialist, a bibliographer, or a subject librarian. For the purposes of this survey, we will call this person a liaison librarian. Does your college or university have liaison librarians for academic departments?)

Please	choose	only	one	of the	following:
i icasc	0110030			OI LIIC	TOHOWHIG.

	\circ	Yes
•	-	

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How successful are you as a liaison?

° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)	
Please choose only one of the following:	
• O Very Successful	
. O Successful	
Neither Successful nor Unsuccessful	
. O Unsuccessful	
• O Very Usuccessful	
How satisfied are you with the liaison relationship widepartments?	ith your
·	ith your
departments? Only answer this question if the following conditions are met:	ith your
departments? Only answer this question if the following conditions are met: Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)	ith your
Only answer this question if the following conditions are met: Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?) Please choose only one of the following:	ith your
departments? Only answer this question if the following conditions are met: Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?) Please choose only one of the following:	ith your



How many departments do you serve as a liaison librarian to? Only answer this question if the following conditions are met: ° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?) Please write your answer here: Does your liaison assignment include the following responsibilities? Only answer this question if the following conditions are met: ° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?) Please choose all that apply: Collection Development Reference Instruction Other:

On average, how many hours per week do you spend on liaison responsibilities?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)

Do you or your library provide the following:

Updates to the department about library services and future plans?

Please choose only one of the following:
O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other
Do you or your library provide the following:
Responses to department requests made to the library?
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No

• O Don't know
• Other
Do you or your library offer the following:
Representation on department committees or task forces
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other

Do you or your library provide the following: Representation at department functions?

	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No
•	O Don't know
•	Other
	Do you or your library provide the following:
	Research consultations for faculty and students?
	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No
•	O Don't know

. O Other
Do you or your library provide the following:
In-class library instruction for students?
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other

Do you or your library provide the following:

Workshops on library resources?

	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No
•	O Don't know
•	Other
	Do you or your library provide the following:
	Consultation between faculty and librarians to discuss strategies to integrate library instruction into the curriculum?
	Please choose only one of the following:
•	O Yes, I provide this service
•	O Yes, my library offers it, but someone else provides it
•	○ No

• O Don't know
• Other
Do you or your library provide the following:
Librarian selection of books and journals in the discipline?
Please choose only one of the following:
Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
• Other

Do you or your library provide the following:

Faculty participation in collection development and cancellation decisions?

Please choose only one of the following:				
O Yes, I provide this service				
O Yes, my library offers it, but someone else provides it				
○ No				
O Don't know				
Other				
Do you or your library provide the following:				
Information about copyright?				
Please choose only one of the following:				
O Yes, I provide this service				
O Yes, my library offers it, but someone else provides it				
○ No				

• O Don't know
. O Other
Do you or your library provide the following:
Information about scholarly communication and open access?
Please choose only one of the following:
• O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other
Do you or your library provide the following:

Do you or your library provide the following: Notices of new publications in the discipline?

Please choose **only one** of the following:

O Yes, I provide this service
• O Yes, my library offers it, but someone else provides it
. O No
• O Don't know
. O Other

What do you think is the most important thing for a liaison librarian to do to be successful in this role?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '3 [LYouL]' (Are you a liaison librarian?)

How many years have you worked at your college or university?

Please write your answer here:		

Is there a tenure system for librarians at your college or university?

Please choose only one of the following:

- . O Yes
- . O No

What is your tenure status?

Only answer this o	uestion if the fo	ollowing conditions	are met:
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	° Answer was 'Yes' at question '24 [LTenSys]' (Is there a tenure system for librarians at your college o university?)
	Please choose only one of the following:
•	O Tenured
•	O Tenure track
•	O Non-tenure track
•	O Other
	Do you, as a librarian, have faculty status?
	Please choose only one of the following:
•	O Yes
•	○ No

What is your job title?

Please write your answer here:

Aside from a MLS or equivalent, do you you have an advanced degree?

Please choose only one of the following:						
○ No						
O Yes - Master's Degree (MS / MA / MFA / MSW / MBA / etc.)						

•	O Yes - Professional	degree	(MD, JD,	DDS, etc.)
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•	0	Yes	-	Ph.	D
---	---	-----	---	-----	---

. O Other

What is your gender?

Please choose only one of the following:

. O Female

. O Male

What is your age?

Additional Comments:



Attachment A-2: (Liaison & Non-Liaison) Librarian Recruitment Email / Cover Letter

To: [fill w/ librarian email address]

From: <u>jarendt@lib.siu.edu</u> Subject: Research Request

Dear [fill w/librarian's name],

We are faculty librarians at Southern Illinois University Carbondale (SIUC) who are conducting a research study about interactions between academic departments and librarians. We are surveying librarians and faculty at colleges and universities across the United States. We hope that the results of this survey will improve the understanding of what leads to successful collaborations and working relationships between faculty and librarians. You are being contacted because your college or university is one of the many that we are including in this study. You were selected from a list of librarians on your college or university's Web site.

We hope that you will complete the questionnaire at [fill w/URL].

The questionnaire should take about 10 minutes to complete. Completion of the survey indicates voluntary consent to participate in this study.

The URL has been assigned specifically to you, and this message should not be forwarded to others to complete the questionnaire. The survey questionnaire contains an ID number assigned to you and does not include your name. The sheet that matches the ID number with your name and email will be kept in a separate location from the responses. Both the list and the responses will be kept secure and will be accessible only to Library Affairs Faculty members working on this project. After the survey has ended, we will destroy the list that links your name to the ID number, and you will be identified only by the ID number. We will take all reasonable steps to protect your identity.

Participation in this study is voluntary, and you are free to withdraw at any time. If you do not wish to participate in this survey, you can contact Julie Arendt, (jarendt@lib.siu.edu) to have your name removed from our list. If you do not respond to this survey or return the opt-out message, you will be contacted again with this request two times during the next six weeks.

If you have questions about this research project, you can contact Julie Arendt, Assistant Professor, Library Affairs at <u>jarendt@lib.siu.edu</u>, at (618) 453-2779, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu

Sincerely, Julie Arendt and Megan Lotts Southern Illinois University Carbondale - Library Affairs

Attachment B-2: (Liaison & Non-Liaison) Librarian Reminder email 1

To: [fill w/ librarian email address]

From <u>jarendt@lib.siu.edu</u>

Subject: Research Request (Reminder)

Dear [fill w/ librarian name],

A couple weeks, ago you received an e-mail message asking you to assist us in our research study on interactions between academic departments and librarians. We hope that this study will improve the understanding of what leads to successful collaborations and working relationships between faculty and librarians.

If you have not had a chance to take the survey yet, you may access the questionnaire at the following URL: [fill w/URL].

If you do not wish to participate in this survey, you can contact Julie Arendt, (jarendt@lib.siu.edu) to have your name removed from our list. If you do not respond to this survey or return the opt-out message, you will be contacted again with this request one more time during the next four weeks.

If you have questions about this research project, you can contact Julie Arendt, Assistant Professor, Library Affairs at <u>jarendt@lib.siu.edu</u>, at (618) 453-2779, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu

Sincerely, Julie Arendt and Megan Lotts Southern Illinois University Carbondale - Library Affairs

Attachment C-2: (Liaison and Non-Liaison) Librarian Reminder email 2

To: [fill w/ librarian email address]

From <u>jarendt@lib.siu.edu</u>

Subject: Research Request (Reminder)

Dear [fill w/ librarian name],

We recently asked you to participate in a survey on interactions between academic departments and librarians. This survey will be ending soon, and we hope that you will complete the questionnaire by [fill with date approximately 1 week after date email is sent].

If you have not had a chance to take the survey yet, you may access the questionnaire at the following URL: [fill w/URL].

If you do not wish to participate in this survey, you can contact Julie Arendt, (jarendt@lib.siu.edu) to have your name removed from our list. This message is the FINAL reminder that we are sending about the survey. There will be no future emails about it.

If you have questions about this research project, you can contact Julie Arendt, Assistant Professor, Library Affairs at <u>jarendt@lib.siu.edu</u>, at (618) 453-2779, or at SIUC Mail code 6632, Carbondale, IL 62901.

This project has been reviewed and approved by the SIUC Human Subjects Committee. Questions concerning your rights as a participant in this research may be addressed to the Committee Chairperson, Office of Research Development and Administration, Southern Illinois University, Carbondale, IL 62901-4709. Phone (618) 453-4533. E-mail siuhsc@siu.edu

Sincerely,
Julie Arendt and Megan Lotts
Southern Illinois University Carbondale - Library Affairs