

# Dean, University Libraries

## Associate Dean of Libraries

Oversight for:

- Planning
- Facilities
- Assessment
- Conference Services
- Human Resources

**Conference Center,  
Mailroom & Facilities**

## Outreach Librarian

- Media relations,
- Library guides and publications

## Director of Library Business Affairs

- Budget
- Accounting

## Associate Dean for Scholarly Resources and Collections

Oversight for:

- Collection Management and Digital Projects
- Assessment of print/electronic resources
- Allocation of collections budget
- Scholarly communications initiatives
- Institutional Repository

## Marquette University Press

## Assistant to the Dean

## Administrative Support

## Collection Management

- Collection assessment
- Electronic licensing
- Scholarly communications

## Digital Projects

- ePublications
- ETDS
- Digital stewardship

## Access Services

- Registration of visitors
- Circulation
- Class Reserves
- Stacks Maintenance
- Media Services
- Interlibrary Loan
- Group study rooms and carrels

## Library IT Services

- Desktop/Conference center support
- MARQCAT support
- IT Training
- Server maintenance
- Web Development
- Laptop checkout

## Research & Instructional Services

- Reference/Information
- Diversity Services
- E-Learning/instruction
- Library Marketing

## Special Collections & University Archives

- Acquisitions, preservation and conservation of: special collections, university records, and rare books
- eArchives

## Technical Services

- Approval plans
- Monographs and serials ordering
- Gifts
- Cataloging
- Database management
- Receiving and processing
- Binding and book repair

## Library Committees

- Assessment
- Institutional Repository
- Public Interfaces
- Scholarly Communication
- Resource Discovery