

# **Collection Analysis in One Semester: A Student Intern and Librarian Perspective**

**Daniela Stein and Bekky Vrabel**

**Kathryn A. Martin Library at the University of Minnesota Duluth**



# Becky Vrabel

Research Support & Liaison Librarian

Liaison to History, Political Science, and  
International Studies

Coming up on 5 years at UMD

Worked in academic libraries for over 15  
years



# Daniela Stein

Graduate of UMD 2026

History, English, Museum Studies

# Internship Origins, or Bekky has an Idea

- Working with a student on analyzing a slice of the collection
  - Understand how library collections are built and maintained
- Emphasize the student perspective and offer a high-impact practice internship
- In a meeting with History Department Head, Jeff Rop
  - Looking for alternative internship opportunities for Museum Studies students
  - Interested in the idea and using his Ancient Greece course as a test



# Goals of the Internship



Meets the  
Museum  
Studies 3 cr.  
Internship  
requirement  
~10 hours/week



Lifecycle of a  
physical item  
from weeding →  
acquisitions



Learn about  
the variety of  
roles in an  
academic  
library



Gain experience  
with library  
software tools:  
LibGuides,  
Alma, GOBI, etc.

## Learning Objectives:

- The student will become familiar with the operations of an academic library
- The student will receive mentoring and information regarding future education, professional careers, and professional employment in library and information sciences.

# Goals of the Internship

- Spring 2025 internship was mentioned
- Fall 2025 Ancient Greece Class
- Spring 2026 Internship
- Typical Museum Studies Internship
  - Inventory management
  - Docent work
- Limited availability of archival internships
- End Products
  - Collection Analysis Report
  - Course Guide
  - Display



# Preparing for the Internship

Consulted available scholarly literature about similar projects

- A Collection Evaluation in 150 Hours / Emanuel (2002)

Researched example collection analysis reports

- Dissertation: Subject Trends in Chinese Studies Academic Monographs and Library Collections: A Case Study / Odhner (2019)

Identified goals and end products

- Coordinated with Faculty Advisor

Developed a schedule for the internship

- Foundational readings related to the library, academic librarianship, and collection development and management

## Schedule

Week 1 (January 14-16)

### Introduction

- Expectations
- Overview of the semester
- Tour & Introductions
- Register for [Dr. Michele Leininger's Collection Development Course](#) through Minitex
- Read & Discuss:
  - [Kathryn A. Martin Library Mission, Vision, Values](#) and [Equity Statement](#)
  - [American Library Association \(ALA\) Code of Ethics](#)
  - [Library Bill of Rights](#)
  - [How the Work of Academic Reference and Liaison Librarians is Evolving](#) / Johnson

Week 2 (January 19-23)

### Collection Analysis Planning

- Read & Discuss
  - [Kathryn A. Martin Library Collections Policy](#)
  - [Life Cycle of a Collection](#) / Hibner & Kelly
  - [Introduction to Collection Development and Management](#) / Johnson
  - [Collection Analysis Outcomes in an Academic Library](#) / Henry, Longstaff, & Van Kampen
    - As you read, continue asking questions and note any method or criteria that you might be interested in using towards the Ancient Greece analysis.
- Complete the following for Alma access & let Bekky know when completed
  - [Information Security Awareness Training](#)
  - [FERPA Course](#)
- Understanding the collections
  - Searching the catalog
  - Call numbers – review [Library of Congress Classification Outline](#)
  - Finding books
- Introduction to the collection analysis project

# Preparing for the Internship

## End Products of the Internship

- Collection Analysis Report
  - Detailed overview of the process
- Course Guide for HIST 3133: Ancient Greece
  - Develop learning outcomes
  - Create guide tailored to course
  - Using LibGuides
- Book Display
  - Develop concept, layout, and gather materials

## Projects

- Collection Analysis (Weeding)
  - Review collection to see what we have, what we can weed, and what we need
- Acquisitions Project
  - \$600 from two different budgets to purchase books
  - Using Alma & GOBI
- Catalog Record Enhancement Project
  - Selection of catalog records with low quality ratings (as defined by Alma)
  - Call numbers relating to Ancient Greece but beyond the DFs
  - Looking for missing information and errors

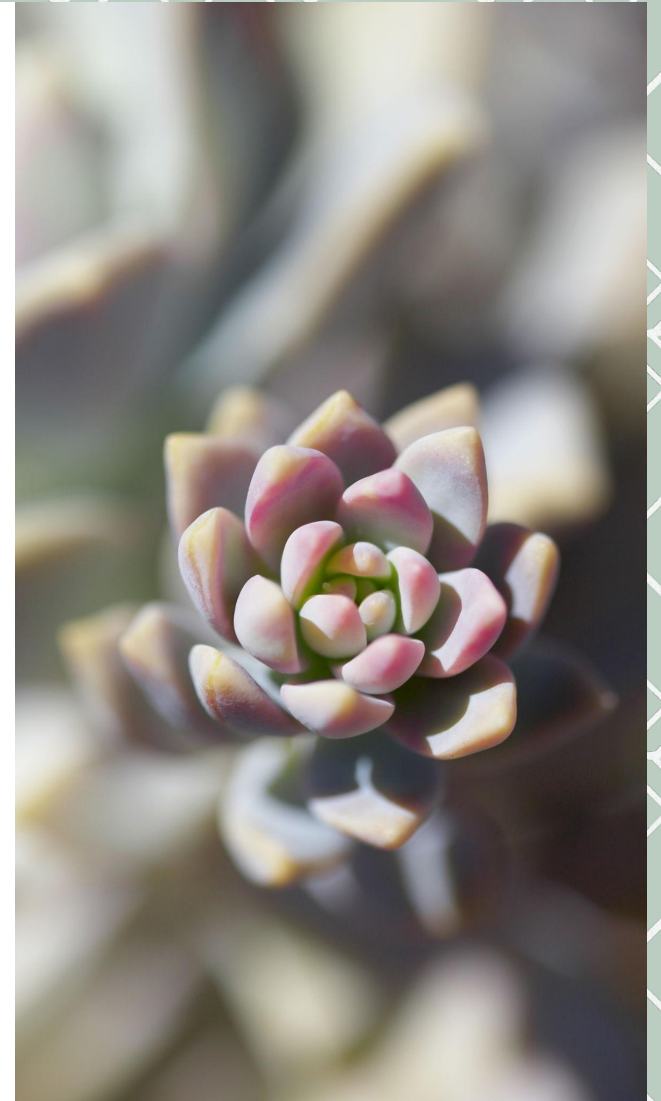
# Preparation Reflections

## In the moment:

- Ton of work, uncertainty, and anxiety while preparing
  - How am I going to find 10 hours of work a week for the intern?!
  - Challenge of making this a high impact practice internship


## Looking forward:

- Shift projects and readings based on feedback from Dani
  - Example: shift the record enhancement project towards the beginning of the internship so the intern gets practice looking at bib records
- Offer the internship over summer
  - Student intern would have the opportunity to participate in Week of Weeding
  - More time for both intern and librarian



# Doing the Internship

- Regular check-in meetings once or twice a week
- Scheduled meetings with library staff:
  - Liaison Librarians to discuss collection development & roles
  - Cataloging Librarian
  - Electronic Resources Librarian
  - Collections & Acquisitions Specialist
  - Interlibrary Loan Specialist
  - Head of Access & Collection Services
  - Director
  - Archives & Special Collections
- The schedule was blank after a few weeks of foundational information
  - The schedule was a living document!



Dani developed her own collection analysis criteria between the readings, our meetings, and discussions with library staff

# Before the Internship

- Public Libraries/Academic Libraries
- Archives
- Physical material vs. online resources
- Liaisons and research help

# After the Internship

- Career/Graduate school decision
- Technical or applicable skills
- Interpersonal skills
- The value of accessible information

# Analysis Process

## Beginning

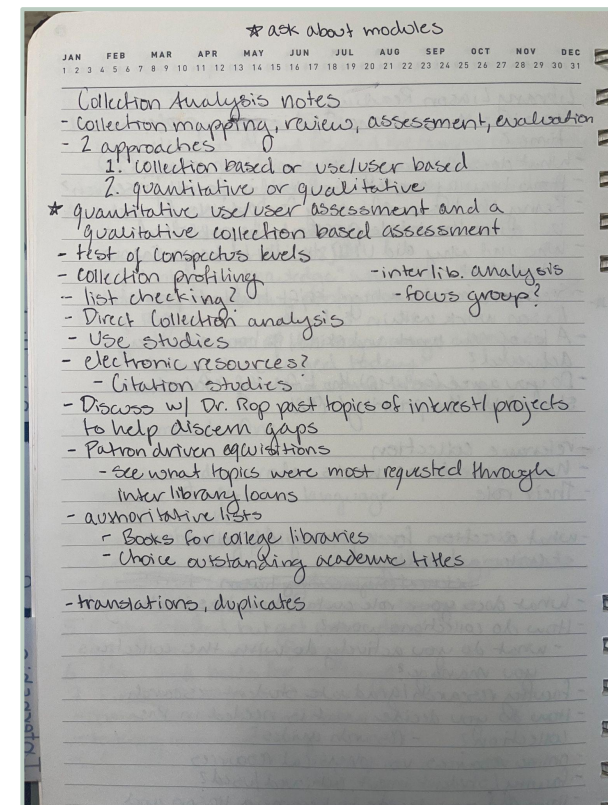
- What is a collection analysis?
- Readings
  - Kelly, Madeline. "Applying the Tiers of Assessment: A Holistic and Systematic Approach to Assessing Library Collections."
  - Odhner, Katie. "Subject Trends In Chinese Studies Academic Monographs and Library Collections: A Case Study."
- Meeting with other Liaisons, library staff
- Meetings with Bekky
- Questions!

## Learning More

- Managing time with each book
- Getting more confident
- Developing techniques

## Problems/difficulties

- Permanence
- My own knowledge
- Scope
- Time
- Diversity and inclusion



# Methods

- Determining the scope of the collection to be assessed

- Spreadsheet

- Sorting

- Issues - physical or content based

- Relevance

- Google Scholar
- Author expertise

Keep	- Helpful often misshelved	<input type="checkbox"/>	DF16 .B45 1989	Place-names in classical mythology : Greece /	Bell, Robert E.	0		1989
Keep	- Good, needs repair	<input type="checkbox"/>	DF16 .D513 1967c	The Praeger encyclopedia of ancient Greek civiliz:		0		1967
Keep	- General info, not super helpful	<input type="checkbox"/>	DF16 .S23 1995	Encyclopedia of the ancient Greek world /	Sacks, David	0		1995
Keep	-only available Duluth, good	<input type="checkbox"/>	DF208 .P68 2019	Power couples in antiquity : transversal perspecti		2	5/ R	2019
Discard	- 2nd edition, TC storage, low citat	<input type="checkbox"/>	DF209 .5 .T6X	Greek historical thought from Homer to the age of	Toynbee, Arnold, 1889-197	0	TI [2]	1950
Keep	- good, translations, maps, textbo	<input type="checkbox"/>	DF211 .E77 2022	The essential Greek historians /		0		2022
Keep	- Hathi, lecture series	<input type="checkbox"/>	DF211 .G65 1954	The Greek attitude to poetry and history.	Gomme, A. W. (Arnold Wyr	0	S:	1954
Keep		<input type="checkbox"/>	DF211 .M37 2001	Greek historians /	Marincola, John	7	4/ G 1.	2001
Discard	- TC collection, historiography, ma	<input type="checkbox"/>	DF211 .S7	The awakening of the Greek historical spirit /	Starr, Chester G., 1914-195	0	[1]	1968
Keep	- only available in Duluth,	<input type="checkbox"/>	DF212.S4 P3 1959X	The gold of Troy; the story of Heinrich Schlieman	Payne, Robert, 1911-1983	1	2/	1959
Discard	- TC storage, greek history but not	<input type="checkbox"/>	DF212.S4 P6	One passion, two loves; the story of Heinrich and	Poole, Lynn	0		1966
Discard	- Hathi, only have volumes 1 & 3	<input type="checkbox"/>	DF214 .A13	A history of Greece /	Abbott, Evelyn, 1843-1901	0		1895
Discard		<input type="checkbox"/>	DF214 .A13	A history of Greece /	Abbott, Evelyn, 1843-1901	0		1895
Keep	- TC collection, a lot of history con	<input type="checkbox"/>	DF214 .B3	The will of Zeus; a history of Greece from the orig	Barr, Stringfellow, 1897-19	0	[1]	1961
Keep	- catalogue questions, needs repa	<input checked="" type="checkbox"/>	DF214 .B8 1982X	The Pelican history of Greece /	Burn, A. R. 1902-1991 (Ant	0	P: R:	1982

- Weeding decisions

- UMN system availability

- Duplicates/series

- Topic interest

- Connections to Ancient Greece class

- Purchasing

- Aligning with UMD mission and goals

- Filling gaps

- Topics of interest

- ILL statistics

- Diversity

# Collection Statistics

## Circulation

- 249 titles assessed
- 54.2% (135 titles) not circulated in the last 12 years
  - Often older titles with sparse records
  - Encyclopedia/reference style
- 45.8% (114 titles) circulated at least once in the past 12 years
  - Between 1 and 15 checkouts
  - Spartan History and Alexander the Great had the most circulation interest

## Age

- 3.6% published between 1800 and 1899
- 15.3% published between 1900 and 1949
- 71.5% published between 1950 and 1999
- 9.2% published between 2000 and 2026

## Weeding & Purchasing

- 54 titles weeded
  - 4 from the D's and 50 from the DF's
- 13 titles purchased
  - 2 published between 1999 - 2011
  - 11 published after 2020
- InterLibrary Loan requests

Orion and the Dark
Do You Speak Fish?: A story about communicating and understanding
Revisiting rape in antiquity: sexualised violence in Greek and Roman worlds
Archaic and Classical Greece.
The representation of women, warfare and power in Greek historiography, C4-C1 BC
Arcanum unbounded

## Rejected Requests



# Research Guide

- One of the main ways to tie my work with the collection back to the Ancient Greek history class was through a research guide.
- I previously had done the semester long research project for the class, and that experience directly influenced the development of the guide
- I followed previous guides to determine what elements would be helpful to include, and then added physical materials and online resources
- The guide was organized by the general topic area that students select from for their projects
- I hoped to encourage students to use the materials that the library had in the stacks

Browsing the stacks can be tricky. I recommend finding a call number and browsing from there. Most of the books about Ancient Greek History are on the 3rd floor of the library:


- **DF 10 - 289** Classical Greece History
- **D 51 - 95** General History

Some titles can be found in other sections, depending on the topic.

- **HQ 1123 - 1134** Topics relating to Women in Ancient Greece
- **PA 3000 - 4495** Ancient Greek Philosophy and Literature



### Introduction



**Ancient Greece from the Bronze Age to the Hellenistic Period**

This guide serves as an introduction to Ancient Greek resources provided by the Kathryn A. Martin Library. However, this guide is by no means a complete list of resources. To see all the available digital resources in History, visit the A-Z databases list:

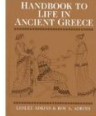
- [History Subject Page](#)

This guide will also help you to build a plan for organizing your research and develop your topic.

If you have questions, [contact Bekky!](#)


### Sourcebooks and Encyclopedias

#### Technology



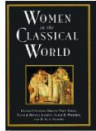
**Handbook to Life in Ancient Greece** by Lesley Adkins; Roy Adkins ⓘ  
Call Number: DF77 .A35 1997  
ISBN: 0816031118  
Publication Date: 1997-06-01

#### Economy




**The social & economic history of the Hellenistic world** by Michael Ivanovitch Rostovtzeff  
Call Number: DF235 .3 .R6  
Publication Date: 1941

#### Women



**Women in the Classical World** by Elaine Fantham ⓘ  
Call Number: HQ1127 .W652 1994  
ISBN: 0195067274  
Publication Date: 1994-09-15



**Women's Life in Greece and Rome** by Mary R. Lefkowitz ⓘ  
Call Number: HQ1127 .W653 1983  
ISBN: 0801828651  
Publication Date: 1982-08-01

# What I Learned

- Collection analysis is not an easy task, but it is vital the for students and library functionality
- Building connections between library staff and faculty is extremely helpful for increasing student involvement
- Libraries are a collective and collaborative effort
- Information accessibility means a multitude of different things
- Libraries involve extensive technical skills and so many professionals to continue to run

The work I have done, the people who have mentored me and the things I have learned have had a huge impact on my time as a student and my future

# Next Time



- Next intern will likely be working Summer 2027 after taking Jeff Rop's Ancient Rome course in Spring 2027
- Build in more opportunities for reflections and conversations for the student intern as we go
  - Allow for customization to student interest – let their curiosity guide them!
- Adjust schedule to allow for multiple smaller projects before/after the collection analysis
  - Without overwhelming the student!
- Reflect and strengthen this internship as a high impact practice opportunity

# Thank you!

## Questions?

Bekky Vrabel, [vrabe010@d.umn.edu](mailto:vrabe010@d.umn.edu)

Daniela Stein, [stei1672@d.umn.edu](mailto:stei1672@d.umn.edu)

