# THE COLORADO LIBRARIAN'S SURVIVAL GUIDE

## ACRONYMS – GLOSSARY – FACTS AND FIGURES FOR LIBRARIES AND EDUCATION

ACRONYMS
TERMS
LIBRARIES
ORGANIZATIONS

PREPARED BY
LIBRARY DEVELOPMENT SERVICES
COLORADO STATE LIBRARY

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# LIBRARY AND EDUCATION ACRONYMS

*definitions for acronyms are located under the full name in the glossary beginning on page 7*

| | |
|---|---|
| **AACR2** | Anglo-American Cataloging Rules, 2d Edition |
| **AASL** | American Association of School Librarians *related: ALA* |
| **ACLIN** | Access Colorado Library and Information Network *Obsolete. See CVL* |
| **ACRL** | Association of College and Research Libraries *related: ALA* |
| **ADA** | Americans with Disabilities Act |
| **AIRS** | Acquisition of Information Resources Statewide *Related: RSB, CoLAB* |
| **ALA** | American Library Association |
| **ALA-APA** | ALA-Allied Professional Association |
| **ARL** | Association of Research Libraries |
| **ASCC** | Automation System Consortia – Colorado |
| **ASCLA** | Association of Specialized and Cooperative Library Agencies |
| **ASP** | Application Service Provider |
| **ATPP** | Alternative Teacher Preparation Program |
| **AVRLSS** | Arkansas Valley Regional Library Service System |
| **AYP** | Adequate yearly Progress |
| | |
| **BCR** | Bibliographical Center for Research |
| **BOCES** | Board of Cooperative Educational Services *also known as BOCS* |
| | |
| **CAL** | Colorado Association of Libraries |
| **CALC** | Colorado Academic Library Consortium |
| **CASB** | Colorado Association of School Boards |
| **CASE** | Colorado Association for School Executives |
| **CASL** | Colorado Association of School Librarians |
| **CBLA** | Colorado Basic Literacy Act |
| **CCBA** | Colorado Children's Book Award |
| **CCHE** | Colorado Commission on Higher Education |
| **CCIRA** | Colorado Council of the International Reading Association |
| **CCLD** | Colorado Council for Library Development *Obsolete. See: CoLAB* |
| **CCLS** | Central Colorado Library System |
| **CCML** | Colorado Council of Medical Librarians |
| **CD** | Congressional District *typically followed by the number of the district* |
| **CE** | Continuing Education |
| **CEDB** | Continuing Education Database |
| **CDE** | Colorado Department of Education |
| **CDP** | Collaborative Digitization Program |
| **CEA** | Colorado Education Association |
| **CEMA** | Colorado Educational Media Association *Obsolete. now: CASL* |
| **CIPA** | Children's Internet Protection Act |

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| | |
|---|---|
| **CLA** | Colorado Library Association  *Obsolete. See: Colorado Association of Libraries* |
| **CLC** | Colorado Library Card |
| **CLPAC** | Colorado Library Political Action Committee |
| **CLRSIAB** | Colorado Library Resource Sharing and Information Access Board *Obsolete. See: RSB* |
| **COALA** | Colorado Academic Library Association *Related: CAL* |
| **CoALL** | Colorado Association of Law Libraries |
| **CoLAB** | Colorado Library Advisory Board |
| **COPA** | Child Online Protection Act |
| **CoPLA** | Colorado Public Library Association *Related: CAL* |
| **COSLA** | Chief Officers of State Library Agencies |
| **CPLD** | Colorado Public Library Directors |
| **CREA** | Colorado Reading Excellence Act |
| **CRC** | Colorado Resource Center *Obsolete* |
| **CRS** | Colorado Revised Statutes |
| **CSDB** | Colorado School for the Deaf and the Blind |
| **CSAP** | Colorado Student Assessment Program |
| **CSL** | Colorado State Library |
| **CTBL** | Colorado Talking Book Library |
| **CVL** | Colorado Virtual Library *formerly ACLIN* |
| | |
| **DDCC** | Dewey Decimal Classification System |
| **DMCA** | Digital Millennium Copyright Act |
| | |
| **E$^2$T$^2$** | Enhancing Education Through Technology |
| **EDAC** | Educational Data Advisory Committee |
| **EDGAR** | Education Department General Administrative Regulations |
| **ELA** | English Language Acquisition |
| **ELL** | English Language Learner *formerly: LEP – Limited English Proficiency* |
| **E-rate** | The universal service fund, a discount telecom program from the US Government |
| **ERIC** | Educational Resources Information Center |
| **ESEA** | Elementary and Secondary Education Act *a.k.a.: No Child Left Behind* |
| **ESU-SLIM** | Emporia State University School of Library and Information Management |
| **ET/IL** | Educational Technology and Information Literacy |
| | |
| **FAQ** | Frequently Asked Questions |
| **FCC** | Federal Communications Commission |
| **FERPA** | Federal Education Rights and Privacy Act |
| **FGDC** | Federal Geographic Database Committee |
| **FIN** | The Future Is Now: Quality Library Service In Colorado Strategic Plan 2001– 2004 |
| **FRPLDirs** | Front Range Public Library Directors |
| **FRUMPS** | Front Range Urban Media Professionals |
| **FSCS** | Federal-State Cooperative System |
| **FTE** | Full Time Equivalent |
| **FY** | Fiscal Year |

| | |
|---|---|
| **GIS** | Geographic Information Systems |
| **HPRLSS** | High Plains Regional Library Service System |
| **HTML** | Hypertext Markup Language |
| **IB** | International Baccalaureate |
| **IDEA** | Individuals with Disabilities Education Act |
| **IEP** | Individual Education Plan |
| **IFC** | Intellectual Freedom Committee |
| **ILL** | Interlibrary Loan |
| **ILP** | Individual Literacy Plan |
| **IMC** | Commission on Information Management |
| **IMLS** | Institute of Museum and Library Services |
| **ISBN** | International Standard Book Number |
| **ISSN** | International Standard Serial Number |
| **ISP** | Internet Service Provider |
| **ITBS** | Iowa Test of Basic Skills |
| **JBC** | Joint Budget Committee |
| **LC** | Library of Congress |
| **LCC** | Library of Congress Classification |
| **LCFD** | Library Capital Facilities District |
| **LD** | Library District |
| **LEA** | Local Educational Agency |
| **LEP** | Limited English Proficiency *see ELL: English Language Learner* |
| **LDS** | Library Development Services |
| **LMC** | Library Media Center |
| **LMS** | Library Media Specialist |
| **LRC** | Library Research Center |
| **LRS** | Library Research Service |
| **LSA** | Legal Service Area |
| **LSTA** | Library Services and Technology Act |
| **MARC** | Machine Readable Cataloging |
| **McREL** | Mid-continent Research for Education and Learning |
| **MNT** | Multi-use Network |
| **MLS** | Master of Library Science |
| **MOE** | Maintenance of Effort |
| **MPLA** | Mountain Plains Library Association |
| **NAEP** | National Assessment of Educational Progress |

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|---|---|
| **NCES** | National Center for Educational Statistics |
| **NCIP** | NISO Circulation Interchange Protocol *a.k.a. Z39.83* |
| **NCIPA** | Neighborhood Children's Internet Protection Act *related: CIPA* |
| **NCLB** | No Child Left Behind *see ESEA* |
| **NCLBA** | No Child Left Behind Act *see ESEA* |
| **NCLIS** | National Commission on Libraries and Information Science |
| **NISO** | National Information Standards Organization |
| **NRS** | Networking and Resource Sharing |
| | |
| **OCLC** | Online Computer Library Center |
| **OIT** | Office of Innovation and Technology |
| **OPAC** | Online Public Access Catalog |
| **OSPB** | Office of State Planning and Budgeting |
| | |
| **PAC** | 1) Public Access Computing 2) Public Access catalog 3) Political Action Committee |
| | |
| **PEBC** | Public Education Business Coalition |
| **PFL** | Payment for Lending *Obsolete* |
| **PL** | Public Library |
| **PLACE** | Program for Licensing Assessments for Colorado Educators |
| **PRLSS** | Pathfinder Regional Library Service System |
| **PPRLSS** | Plains and Peaks Regional Library Service System |
| **PPOR** | Per-Pupil Operating Revenue |
| | |
| **RAM** | Random Access Memory |
| **REAP** | Rural Education Achievement Program |
| **REFORMA** | National Association to Promote Library and Information Services to Latinos and the Spanish-Speaking |
| **RFP** | Request for Proposal *see also RFI, RFQ* |
| **RLA** | Regional Library Authority |
| **RLSS** | Regional Library Service System |
| **RSB** | Resource Sharing Board *Obsolete. Formerly CLRSIAB. See CoLAB* |
| **RSSP** | Resource Sharing Strategic Plan |
| **RST** | Regional Service Team |
| | |
| **SAR** | School Accountability Report |
| **SBE** | State Board of Education |
| **SBRR** | Scientifically-Based Reading Research |
| **SEA** | State Educational Agency *see CDE* |
| **SIER** | Strategic Issues and Emergency Response Committee |
| **SLD** | School and Library Division *related:* E-rate |
| **SLS** | Southwest Library Services *Formerly: SWRLSS* |
| **SMART** | Specific, Measurable, Attainable, Results-oriented, Time-phased |
| **SPL** | State Publications Library |

| **SRP** | Summer Reading Program |
|---|---|
| **STAR** | Standardized Test for Assessment of Reading |
| **SWIFT** | State-Wide Interlibrary Loan Fast Track |
| **SWRLSS** | Southwest Regional Library Service System *Now: SLS* |

| **TABOR** | Taxpayers' Bill of Rights |
|---|---|
| **TBL** | Colorado Talking Book Library *See CTBL* |
| **TCP/IP** | Transmission Control Protocol/Internet Protocol |
| **TIR** | Teacher in Residence |
| **TLCF** | Technology Literacy Challenge Fund |
| **TPM** | Technology Protection Measure |
| **TRRLSS** | Three Rivers Regional Library Services System |

| **UCITA** | Uniform Computer Information Transactions Act |
|---|---|
| **ULC** | Urban Libraries Council |
| **URL** | Uniform (or Universal) Resource Locator |
| **USAC** | Universal Service Administrative Company |
| **USDOE** | United States Department of Education |
| **USF** | Universal Service Fund |

## ADDITIONS AND NOTES

## 1 - 10

**14ers –** A term for the 7 system directors and 7 System Board chairs (plus CSL staff) which met about once per year prior to the 2003 restructuring. Current make-up includes two representatives per System, with meetings approximately every 6-8 weeks.

## A

**Abstract** – A brief summary giving all the essential points of a book, a journal, or an article

**Academic Library** – A library in a 2- or 4-year college or university recognized by the Colorado Department of Education and Colorado Council of Higher Education as an institution for post-high school learning, with a designated library and library staff that are available to the students at least 20 hours per week.

**Access Colorado Library Information Network** (ACLIN) – *See Colorado Virtual Library*

**Accession** – 1) To add holdings of a library. 2)  ~ list indicates the items a library has and when they were added to a collection. Some assign accession numbers to books for identification.

**Accreditation Indicators** – Achievement indicators set by the Colorado Department of Education Board pursuant to the provisions of in the Education section of the C.R.S.  The purpose of these indicators is to determine the accreditation category of a public school and school district.   *See  www.cde.state.co.us/cdeedserv/acindicators.htm*

**Acquisition** – An item added to the library collection by purchase, gift, or any other means.

**Acquisition of Information Resources Statewide** (AIRS) – A committee representing different library types that negotiates statewide contracts for electronic databases.

**Activities** – Methods or strategies used to meet the stated objectives in a grant application

**Adequate Yearly Progress** (AYP) –  Describes the progress school districts must demonstrate to be in compliance with federally mandated student performance standards in NCLB. In order for a district or school to make AYP, all of the following requirements must be met: 1) Achieve a 95% participation rate in state assessments; 2) Reach targets for either proficiency or decrease non-proficiency; 3) Reach targets for one other indicator - advanced level of performance for elementary and middle schools and graduation rate for high schools. *See www.cde.state.co.us/ayp*

**ALA-Allied Professional Association** (ALA-APA) is a nonprofit organization established "to promote the mutual professional interests of librarians and other library workers" focusing on certification of individuals in specializations beyond the initial professional degree and direct support of comparable worth and pay equity initiatives, plus other activities designed to improve the salaries and status of librarians and library workers. *See www.ala-apa.org.*

**Alternative Teacher Preparation Program** (ATPP) – A Colorado program from CDE that provides an alternate route to obtaining a teaching license. It offers site based preparation for while teaching. Candidates are full-time teachers, supported by mentors and high quality professional development. *See www.cde.state.co.us/cdeprof/wizard_alt1.asp*

**Amendment One** (*a.k.a.* **TABOR** or **The Bruce Amendment**) – The "Taxpayers Bill of Rights" amendment to the Colorado Constitution. A tax limitation, spending limitation, revenue limitation and debt limitation which applies to the State and all local governments unless local voters opt out (*debruce*). *See i2i.org/Publications/IP/Taxfiscal/LearnToLiveWithTABOR.htm*

**American Association of School Librarians** (AASL) – The main association in ALA for school librarians. CASL is an affiliate of AASL. *See: www.ala.org/aasl*

**American Library Association** (ALA) –ALA promotes quality library and information services and protects public access to information. It is the oldest and largest library association in the world, with members in academic, public, school, government, and special libraries. ALA is headquartered at 50 East Huron Street, Chicago, Illinois. *See www.ala.org*

**Americans with Disabilities Act** (ADA) – Federal law that prohibits discrimination on the basis of disability in employment, State and local government, public accommodations, commercial facilities, transportation, and telecommunications. An individual with a disability is defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment. The ADA does not specifically name all of the impairments that are covered.
*General information: see www.dlrp.org/html/publications/generalinfo.html*
*compliance issues: see southernlibrarianship.icaap.org/content/v02n01/wiler_l01.html*

**Anglo-American Cataloging Rules, 2d Edition** (AACR2) – The standard cataloging tool for American, Canadian, and British libraries.

**Annotation** – A brief note, describing, explaining, or evaluating a book. Used in reading lists, bibliographies, on catalog cards, etc.

**Annual** – A publication which appears each year; for example, *The World Almanac*.

**Annual Report** – A report describing the operation of the library or any organization during one fiscal or calendar year.  Usually prepared for use by the director and governing body for distribution to news media, citizens, or other agencies.  The annual report of public library statistics is required by Colorado law.

**Application Service Provider** (ASP) – A third-party entity that manages and distributes software-based services and solutions to customers. This is done using a wide area network from a central data center.

**Arkansas Valley Regional Library Service System** (AVRLSS) – One of the Regional Library Service Systems in Colorado. Headquartered in Pueblo, AVRLSS serves libraries in 13 counties in southeastern Colorado and as of July, 2003, also provides CE to Pathfinder-area libraries. *See www.avrlss.org*

**AskColorado** – A project of the CSL that utilizes the collective power of many participating reference librarians to provide full-time, 24-hours a day, 7-days a week, live reference service to anyone via the internet. *See www.askcolorado.org*

**Association of College and Research Libraries** (ACRL) – The main association in ALA for librarians in college, university, and research libraries. ACRL's purpose is to enhance the effectiveness of academic and research librarians to advance learning, teaching, and research in higher education. *See: www.ala.org/acrl*

**Association of Research Libraries** (ARL) – A not-for-profit membership organization comprising the leading research libraries in North America. Not a division of ALA.

**Association of Specialized and Cooperative Library Agencies** (ASCLA) **--**  focuses on evolving issues in libraries and supports individuals in personal development and career growth. ASCLA's constituencies include state library agencies, specialized library agencies, multitype library organizations and independent librarians. *See: www.ala.org/ascla*

**At your library** – The logo           is available for libraries and library organizations worldwide, and is trademarked by ALA as a symbol of the association's "Campaign for America's Libraries". *See www.ala.org*

**Authorized Official** – A representative of the applying agency with the authority to obligate that agency to a contract.
- Public libraries - board chair, or designated city/county governing authority
- School library - the school superintendent or board chair
- Academic library – director, dean, or designated authorized representative
- Private library – director, or designated authorized representative
- RLSS – the board chair
- BOCES – director

**Automation System Consortia – Colorado** (ASCC) – A joint project of Plains and Peaks RLSS and High Plains RLSS  to provide a complete automation system for primarily small and medium sized libraries of all types in Colorado. Using epixtech's *Horizon* software as an ASP, consortia libraries do internet-based circulation while maintaining individual catalogs. *See  ascc.lib.co.us*

**AVLS** – An e-mail discussion list for members of AVRLSS. Subscribe, e-mail to avls-request@avrlss.org. In text type: subscribe (w/ a 6 or more character password of your choice).

## B

**Bibliographical Center For Research** (BCR) – A non-profit, multi-state library service cooperative headquartered in Denver.  BCR serves over 400 libraries in 12 states. BCR members have access to research databases, automated acquisitions, cataloging, serials control, reference and interlibrary loan systems.  BCR offers discounts for compact disc, microcomputer, and online database products and services. *See www.bcr.org*

**Big Books** – A term for large, oversized books used mainly in primary schools for literacy and enrichment instruction in the library. Most measure about 2' x 3'.

**Blurb** – A brief summary of the contents of a book prepared by the publisher and usually found on the flap of the book jacket.

**Blue Spruce Young Adult Book Award** – The Colorado Blue Spruce Young Adult Book Award recognizes the most popular books among middle and high school students in the State of Colorado. Teens nominate twenty titles and select the winner. The award is sponsored by CAL, CCIRA, and the CO Language Arts Society.    *See cal-webs.org/bluespruce*

**Boards Of Cooperative Educational Services** *(*BOCES or BOCS)  *pronounced BO-SEEZ* – A group of school districts that have pooled their resources to provide educational services in geographic areas of the state. A BOCES may include 5-15 school districts. *See www.coloradoboces.org/*

**Board Of Trustees** – The governing body of a public library.  For powers and duties of library trustees in Colorado, refer to Colorado Revised Statutes, §24-90-109.

**Boolean Searching** – A term for the process of narrowing or expanding an electronic search by using terms such as AND (retrieves items in which two or more terms are found) OR (retrieves items in which either term is found), NOT (retrieves items in which the first term is present but the second term is not).

**Borrower's Card** – In some circulation systems, a card issued to each library patron granting the privilege of borrowing library materials. *See Colorado Library Card*.

**Bruce Amendment** – *see Amendment One*.

## C

**Call Number** – The classification number, location symbol, media code and letters or Cutter number, used to indicate the location of a book on the shelves.

**Card Catalog** – A catalog in which each entry is made on a separate card. Entries are usually made for author, subject, and title, and the cards are filed in alphabetical order.

**Catalog (library)** – A list of books and other materials contained in a collection.

**Cataloging In Publication** – Cataloging data which appears on the back of the title page of a book. Prior to publication, publishers provide data to the Library of Congress whose catalogers determine the classification number and catalog entries for the book.

**Central Colorado Library System** (CCLS) – One of the Regional Library Service Systems in Colorado. Headquartered in Denver, CCLS serves libraries in the metropolitan Denver area. *See: www.cclsweb.org*

**Chief Officers of State Library Agencies** (COSLA) – an independent organization of the chief officers of state and territorial agencies designated as the state library administrative agency and responsible for statewide library development. Its identifies and addresses issues of common concern and national interest; furthers state library agency relationships with federal government and national organizations; and initiates cooperative action for the improvement of library services to the people of the United States. *See www.cosla.org*

**Children's Internet Protection Act** (CIPA) – This federal law requires public and school libraries receiving federal funds (i.e. *LSTA*, *Title I*, etc.) for internet or computer services to install technology protection measures (filters) for all internet-linked computers accessible by minors. The law was upheld in 2003 for public libraries by the US Supreme Court.
*Colorado info See www.aclin.org/cipa*
*General FAQ See www.llrx.com/features/cipa.htm*
*General info  See www.ala.org/cipa*

**Child Online Protection Act** (COPA) – Signed in 1998, this was a "sequel" to the Communications Decency Act of 1996. This new Internet censorship bill, the Child Online Protect Act (COPA, a.k.a. "CDA II") established criminal penalties for any commercial distribution of material deemed harmful to minors.
*See usinfo.state.gov/usa/infousa/laws/majorlaw/copa.htm*
*Report see also www.copacommission.org*

**Circulation** – A check out of a library book/item.

**Collaborative Digitization Program** (CDP) – A grant-funded program providing expertise, equipment, and training for library and museum staff to effectively digitize and catalog primary source (original) materials for access via websites. *See www.cdpheritage.org*

**COLLECT (a.k.a. Bibliostat Collect)** – Software used by LRS for the annual public library survey.

**Collection** – This term may refer to the library's entire collection of materials, or to a group of library materials having a common characteristic, such as Juvenile Collection or Reference Collection. This term may also refer to the library's entire holdings.

**Collection Development** – Usually written and adopted as a policy by the school district or library governing board, collection development describes the procedures and process followed by the library to build and maintain a complete, diverse collection of materials.
*See www.dlapr.lib.az.us/cdt/colldev.htm*

**College or University Library** – *see Academic Library.*

**Colorado Academic Library Association** (COALA) – The CAL association that promotes library service in the colleges and universities of Colorado. It also serves as Colorado's local chapter of the American Library Association's Association of College and Research Libraries (ACRL).
*See www.cal-webs.org/index3.html*

**Colorado Academic Library Consortium** (CALC) **–** A colleague and action consortia of academic library directors or their designees from Colorado's community colleges, universities, and higher education community. CALC is not affiliated with CAL or other library associations.

**Colorado Alliance of Research Libraries** (The Alliance) – Based in Denver to provide integrated library systems and services to ten regional academic and public research libraries.
*See www.coalliance.org/*

**Colorado Association of Law Libraries** (CoALL) – an organization dedicated to promoting librarianship, developing and increasing the usefulness of law libraries, cultivating the science of law librarianship, and fostering a spirit of cooperation among the members of the profession, particularly in Colorado. Not affiliated with CAL. *See: www.aallnet.org/chapter/coall*

**Colorado Association of Libraries** (CAL) - The state's professional association of multi-type libraries. Formerly CLA, it began in 2002 with the integration of CLA and CEMA. This professional organization was formed in 2002 to provide member services to librarians, trustees, staff, Friends groups, and all others associated with library services in Colorado. *See www.cal-webs.org*

**Colorado Association of School Boards** (CASB) – Established in 1940, CASB provides the structure through which school board members unite in efforts to promote the interests and welfare of Colorado school districts. It advocates the interests of local boards of education, provides information services and training programs to support school board members. *See www.casb.org*

**Colorado Association of School Executives** (CASE) – An organization of colleagues established in 1969 that includes principals and other district leaders, who communicate, advocate and are represented in bringing visibility to the honored, dignified profession of educational leadership. *See www.co-case.org*

**Colorado Association of School Libraries** (CASL) – The school association under CAL. *See www.cal-webs.org/index3.html*

**Colorado Basic Literacy Act** (CBLA) – A state law that requires school to assure students are reading at grade level by third grade. Also requires a third grade reading assessment in conjunction with the CSAP tests. *See www.cde.state.co.us/cdeassess/aslit_index.htm*

**Colorado Children's Book Award** (CCBA) – A book award program that encourages student participation with an annual selection of twenty titles by student voting. The selected list is made available to libraries and schools. Students are encouraged to read or listen to a minimum number, then vote on their favorite selection. The winning author is invited to an award ceremony at the annual CCIRA conference.   *See www.ccira.org/ccba.html*

**Colorado Council of the International Reading Association** (CCIRA) -- a professional organization of nearly 5,500 individuals concerned with the improvement of reading instruction and the development of literacy. CCIRA is an incorporated nonprofit professional organization. *See: www.ccira.org*

**Colorado Commission on Higher Education** (CCHE) –The state policy and coordinating board for Colorado's higher education system.  The mission is to provide access to high-quality, affordable education for all Colorado residents that is student-centered, quality driven and performance-based.  *See www.state.co.us/cche_dir/hecche.html*

**Colorado Cooperative Purchasing Program** – Discounts arranged by the regional library systems for libraries. Includes books, audiovisual materials, computer software and other items.  Contact a Regional Library Service System for more information.

**Colorado Council For Library Development** (CCLD *obsolete*) – The former advisory body on library issues to the Colorado State Board of Education and the Colorado State Library. CCLD merged with RSB to become CoLAB in 2003.

**Colorado Council of Medical Librarians** (CCML) – an association of members involved with information management in the health sciences. It provides professional growth through networking, education, and organizational participation. *See: www.ccmlnet.org*

**Colorado Department Of Education** (CDE) – The administrative agency of the Colorado State Board of Education.  With an organizational commitment to high standards, challenging assessments, and rigorous accountability measures, CDE serves the pre-K-12 public education, adult literacy and library communities of Colorado. CDE is located at 201 East Colfax Avenue, just north of the State Capitol Building. *See  www.cde.state.co.us.*

**Colorado Education Association** (CEA) – A voluntary membership organization of 35,000 K-12 teachers and education support professionals; higher education faculty and support professionals; retired educators; and students preparing to become teachers. It is  state affiliate of the National Education Association. *See: www.coloradoea.org*

**Colorado Educational Media Association** (CEMA *obsolete*) – CEMA was the former school association, founded in 1976.  Became CASL in 2002, an association under CAL.
*See Colorado Association of School Librarians*

**Colorado Library Advisory Board** (CoLAB) – CoLAB was created in 2002 out of two previous advisory boards, CCLS and RSB.  It advises the State Board of Education, Commissioner of Education, and the State Library on library issues.
*See www.cde.state.co.us/cdelib/colab/index.htm*

**Colorado Library Card** (CLC) – A program to allow walk-in patrons, using their local library cards, to check out books free of charge from any participating library in the state. All types of libraries--school, public, academic, and special--may participate. Information on CLC membership can be obtained by contacting the State Library at (303) 866-6900.
*See www.cde.state.co.us/cdelib/sl_libcardindex.htm.*

**Colorado Library Political Action Committee** (CLPAC) – The money arm of the Colorado library community's legislative effort. CLPAC solicits funds from individuals within the library community, and uses those collective funds to support issues that impact publicly funded libraries of all kinds. These are comprised of public, school, academic, and special libraries.
*See www.colibpac.org*

**Colorado Library Resource Sharing And Information Access Board** (CLRSIAB or RSB *obsolete*) – The statewide committee formerly responsible for the coordination, integration, and evaluation of resource sharing projects.  Merged with CCLD to become CoLAB in 2003.

**Colorado Model Content Standards –** Established by the State Board of Education in response to the 1994 House Bill 93-1313 that specified what public school students will know and be able to do in the content areas of reading writing, and seven other core subject areas. Assessments were established to assure proficiency in some areas *see CSAP;*
*See also www.cde.state.co.us/index_home.htm ("Standards" heading).*

**Colorado NEXUS –** A database of the holdings of southeastern Colorado libraries, operated through AVRLSS. The catalogs available through Colorado NEXUS may be accessed through the Colorado Virtual Library. *See www.coloradonexus.org*

**Colorado Public Library Association** (CoPLA) – The CAL association that promotes public library service in the State of Colorado, works for the continued improvement of public libraries in Colorado, contributes to the professional growth of its members, and furthers improvement of the profession of librarian. *See www.cal-webs.org/index3.html*

**Colorado Public Library Directors** (CPLD) – An email list for the public library directors in the state.

**Colorado Reading Excellence Act** (CREA) – A grant program using federal funding to serve students whose literacy achievements are below the state average and who have multiple risk factors that predict reading failure. *See www.cde.state.co.us/cdecomp/crea_home.htm*

**Colorado Resource Center** (CRC *obsolete*) – The former reference referral service located at Denver Public Library and staffed by DPL's Interlibrary Loan staff. Through a contract with the Colorado State Library, Denver Public Library provided books, periodicals and other materials as well as reference services. The state general fund money used for these activities was eliminated by the 2002 budget deficit.

**Colorado Revised Statutes** (CRS) – The laws that govern services and governmental operations in the state. Colorado Revised Statutes are made available for public use by the Committee on Legal Services of the Colorado General Assembly through a contractual arrangement with the LexisNexis Group which prepares and maintains the website. The statutes are copyrighted by the state of Colorado. Any person wishing to reprint and distribute all or a substantial part of the statutes in either printed or electronic format must obtain permission of the Committee on Legal Services; permission is not required to reprint fewer than 200 sections of C.R.S.
*See www.colorado.gov/government.htm (click on "Colorado Revised Statutes").*
*See also Library Law*

**Colorado School for the Deaf and Blind** (CSDB) – A state-funded school within the Colorado Department of Education established to provide comprehensive educational services for children who are blind and/or deaf and under the age of twenty-one. Services are provided directly to students enrolled at the school and indirectly through outreach services, which are provided to the public schools throughout Colorado. *See www.csdb.org*

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**Colorado State Board of Education** – (SBE) Eight elected officials, seven representing Colorado's congressional districts and one at-large currently serve. The Commissioner of Education is secretary to the Board. The Colorado State Board of Education's mission is to "provide all of Colorado's children equal access to quality, thorough, uniform, well-rounded educational opportunities in a safe and civil learning environment."
*See www.cde.state.co.us/index_sbe.htm*

**Colorado State Library** (CSL) – An office of the Colorado Department of Education that provides continuing education, research, and a variety of technical assistance through its many units. The State Library is committed to lifelong learning for the state's residents by enhancing the ability of helping local libraries to provide the best possible service to their clients.
*See www.cde.state.co.us/index_library.htm*

**Colorado Student Assessment Program** (CSAP) – a state-mandated test of various standards in reading, writing, math, and science. CSAP tests and other related assessments are given annually in Feb-Mar to students in grades 3-10.
*See www.cde.state.co.us/cdeassess/csap/as_essentials.htm*

**Colorado Talking Book Library** (CTBL) – Part of the CSL, the Talking Book Library provides free library service to blind and physically / reading disabled residents of the state. The CTBL is located at 180 Sheridan Blvd in Denver. *See www.cde.state.co.us/ctbl/index.htm*

**Colorado Virtual Library** (CVL, formerly ACLIN) **–** A cooperative project of the Colorado State Library and the Colorado library community to provide online access to the information resources of libraries across the state as well as  recommended websites and digitized materials. *See www.aclin.org*

**Commission on Information Management** (IMC) – Created during the 1987 legislative session, the IMC was to oversee strategic planning and set policy for information systems, assure continuity in planning and controlling the state's investment in information systems, and plan and control the state's investment in information systems. The 17-member commission became part of OIT in 1999. *see www.oit.state.co.us/commissions/imc.asp*

**Commissioner of Education** – The Commissioner is appointed by the State Board of Education to oversee educational activities at CDE.  The Commissioner is also designated by the Colorado Constitution as the State Librarian. *See www.cde.state.co.us/index_commiss.htm*

**Congressional Districts** (CD) **–** There are seven Congressional Districts in Colorado, selected based on populations determined in the 2000 census.
S*ee statereapp.state.co.us/State and select "Congressional Districts".*

**CONNECT** (a.k.a. Bibliostat Connect, *not an acronym***)** – A peer comparison software tool available by subscription for PC data collection of statistics. *See www.lrs.org/Pub_Tools.htm*

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**Continuing Education** (CE) – a term for training, workshops, or other venues at which librarians can learn about issues or improve their knowledge in specific areas. *See: CEDB*

**Continuing Education Database** (CEDB) – A database created by the CCLD continuing education committee and hosted on CVL as a central point for posting and accessing training or workshop opportunities in Colorado. *See: cedb.aclin.org*

**Cooperative Collection Development** – A resource sharing activity characterized by agreement between libraries.  Examples are: agreements to purchase in certain  areas; joint acquisitions (to acquire expensive titles that individual libraries cannot afford); cooperative weeding and storage; avoiding unnecessary duplication of purchases between participating libraries.

**Copy Number** – A figure used to indicate that the library has more than one copy of a book and to identify each copy.

**Copyright** – Federal legislation and rules governing ownership of materials, and rights to reproduce them legally. *See www.librarylaw.com*

**Courier** – A statewide system to deliver books and materials between participating libraries.  The courier is administered by CCLS.  Members pay for services, primarily the regular pick-up and delivery of materials between participating libraries statewide.

**Cumulative Index** – An index in periodical form that, at stated intervals, combines new items with those of earlier editions to form a new single list.

**Cutter Number** – The second line of the call number to assist in accurate shelving. It consists of the first part of the author's last name and numbers taken from the Cutter-Sanborn table. Some libraries do not use Cutter numbers.  *See call number*.

## D

**Databases** –Subscription services containing large amounts of information from magazines, newspapers, pamphlets, dictionaries, encyclopedias, etc. These may be on CD-ROM or internet-based, and may be free or available by subscription. Many libraries provide database passwords for home access by those with library cards.

**Debruce** – Ballot proposals by libraries, municipalities, or others, to the electorate to override portions of Amendment One to the Colorado Constitution.  *See Amendment One*.

**Decision Item** – Requests for program funding that emanate from the State Library, Department of Education, or other state agencies, and are forwarded to OSPB for further consideration.

**Dewey Decimal Classification System** (DDC) – A system used to assign a location number to a book according to its subject. *See tqjunior.thinkquest.org/5002*

**Digital Millennium Copyright Act** – (DMCA) was signed into law on October 28, 1998. The legislation implements two 1996 World Intellectual Property Organization (WIPO) treaties: the WIPO Copyright Treaty and the WIPO Performances and Phonograms Treaty. The DMCA also addresses a number of other significant copyright-related issues including technology-related items, computers, distance learning, and others.
*See www.loc.gov/copyright/legislation/dmca.pdf*

**Digitization** – A process of scanning primary source (original) materials, cataloging the image, and making it available through such websites as CDP or DPL's Western History Collection.
*See www.cdpheritage.org*

**Disadvantaged** – Persons who have difficulty using a library (from the LSTA definition).

**Discard** – A book officially withdrawn from the library collection because it is worn, obsolete, or is no longer needed.

**Discussion List** – A specific computer program that allows many individuals to subscribe, and receive messages around a common theme. *See LISTSERV*® (Registered Trademark).

**Domain name** – A name that identifies one or more IP (Internet protocol) addresses, such as "www.ala.org".

## E

**E-rate** – Shorthand for the Universal Service Fund, a federal program that provides discounts on telecom and Internet services for libraries and education. Funded primarily through fees on local phone services. *See www.sl.universalservice.org/*

**Easy Book** – A book for young children, such as a picture book or a beginning reader.

**EBSCO** – A commercial vendor of library and reference databases, named for Elton B. Stevens. Colorado has a statewide contract for reduced pricing from EBSCO that libraries may utilize to lower their database costs. *See www.aclin.org/committees/airs/ebscodb_faq.html*

**Edition** – All copies of a work printed from one setting or type. A change in edition, such as a "new edition" or "second edition," would imply a revision of the work and a change in content.

**Editor** – One who prepares for publication a work or a collection for works not his own.

**Education Department General Administrative Regulations** (EDGAR) – contains federal rules and regulations published by the USDE regarding administration of educational grant programs, primarily for recipients of USDE educational discretionary grants and cooperative agreements. *See www.ed.gov/policy/fund/reg/edgarReg/edgar.html*

**Educational Data Advisory Committee** (EDAC) **–** An advisory committee to CDE that reviews department-related requests for data (esp. via surveys) from school districts, and recommends approval or changes to avoid duplicating data gathered.

**Educational Resources Information Center** (ERIC) –   A national information system funded by the U.S. Department of Education's Institute of Education Sciences to provide access to education literature and resources. *See www.eric.ed.gov*

**Educational Technology and Information Literacy** (ET/IL) – The term for a plan that school districts must develop that shows how information literacy and educational technology will be used collaboratively to enhance standard learning in schools.
*See www.cde.state.co.us/edtech/plng-etil.asp*

**Elementary and Secondary Education Act** (ESEA) **–** also known as No Child Left Behind. Provides federal education funds to states for specific uses in schools through several dedicated Title programs.  Libraries are eligible to receive some of the funds through districts or targeted grant applications. *See http://www.ed.gov/legislation/ESEA02*

**Endorsement** – A common educational term for a designation on a person's teaching license that indicates completion of coursework beyond a 4-year academic school. Endorsement as a school librarian requires at least 30 hours in a post-graduate library program. Three levels of school library endorsement, depending on experience and background are: Teacher Librarian, Librarian I, and Librarian. *See www.cde.state.co.us/cdelib/Endorse_Rules.htm*

**English Language Acquisition** (ELA) **–** The process of working with  non-English speaking students to acquire language skills. Most programs are coordinated through the English Language Acquisition Unit (ELAU) which assists English Language Learners (ELLs) in developing English language skills, succeed academically, and overcome barriers that impede academic success.  *See www.cde.state.co.us/index_english.htm*

**English Language Learner** (ELL) – A term for a student who is learning English in the school. *See www.cde.state.co.us/cde_english/elau_resources-links.htm*

**Enhancing Education through Technology** – a grant program from the Technology Center, a CDE unit, which distributes federal NCLB funds to schools or libraries for technology and related uses. *See www.cde.state.co.us/edtech/e2t2.asp*

**Establishment documents –** Documentation provided by a public library indicating its legal standing, funding jurisdiction, and compliance with Colorado law. Establishment of city, municipal, county, and library districts, and the specific documentation needed is addressed in Library Law. *See www.cde.state.co.us/cdelib/slestablish.htm*

**Ethernet** – A cable commonly connecting computers on a local area network (LAN). Ethernet cables include 10Base5, 10Base2, 10BaseT, and 100BaseT.

## F

**Fair Use** – The section of the Copyright Law that permits use of copyrighted material for the purposes of "criticism, comment, news reporting, teaching, scholarship, or research."  Factors affecting fair use include the use, the nature of the copyrighted work, the amount of the portion used, and the effect of the use upon the potential market or value of the copyrighted work.

**Federal Education Rights and Privacy Act** (FERPA) – FERPA is a federal law governing privacy and access to certain school records following parental request.
*See www.ed.gov/offices/OII/fpco/ferpa/*

**Federal Geographic Database Committee** (FGDC) **–** an interagency committee, organized in 1990 to promote the coordinated use, sharing, and dissemination of geospatial data on a national basis. The FGDC is composed of representatives from nineteen Cabinet level and independent federal agencies. *See www.fgdc.gov/fgdc/fgdc.html*

**Federal-State Cooperative System** (FSCS) **–** a cooperative partnership between the NCES and state library agencies for producing accurate, reliable library data. Chief FSCS roles are establishing precise definitions for data elements and uniform procedures for collecting data, and providing training and support for state data coordinators.
*See www.nclis.gov/statsurv/surveys/fscs/aboutFSCS/aboutFSCS.html*

**Fiction** – In library usage, an invented story with events, characters, and scenes wholly or partly imaginary, as novels and short stories; that which is not fact.

**FirstSearch** – A suite of library and reference database from OCLC.  The state has a discount rate agreement to provide FirstSearch databases to libraries at reduced prices.
*See www.bcr.org/~randd/ebscoFirstsearch_FAQ.html*

**Fiscal Agent** – The organization that receives and monitors grant project funding.

**Fiscal Year** (FY) – An accounting period of 12 months.  The Federal FY is Oct 1 – Sept 30.  The State FY is July 1 – June 30. Some public libraries are on a Jan-Dec FY.

**Focus Group** – A small number of people (usually 8-12 ) selected to discuss ideas and opinions regarding a particular issue or service.

**Foreword** – An introductory note in a book.

**Frequently Asked Questions** (FAQs)– Documents, typically available on a subject-specific website, that list frequently asked questions and their answers about the service, agency, product, or topic.

**Front Range Public Library Directors** (FRPLDirs) – a colleague group of public library directors or their designees who meet every other month to discussion common issues among the larger, primarily front-range libraries.

**Front Range (Urban) Media Professionals** (FRUMPS of FRMPs) – A colleague group of school district library/media directors or their designees who meet monthly to discuss common issues among the larger school districts encompassing most of the metro areas between Larimer/Weld Co and El Paso Co.

**Full-time Equivalent** (FTE) – Usually refers to the number of students or staff who attend school or work full time in the library or agency. *See www.bcr.org/reference/FTE-FAQ1.html*

**The Future Is Now: Quality Library Service In Colorado Strategic Plan 2001– 2004** (FIN) **–** A plan developed by a representative committee of Colorado librarians in 2001 to establish specific priorities for library service over a 5-year timeframe. The document is another in a series of strategic planning documents that help direct library development, technology innovations, and other activities to enhance library services statewide. *See www.cde.state.co.us/cdelib/futurenow_textversion.htm*

## G

**Gates Grants** – A series of technology-related grants available to states from the Bill and Melinda Gates Foundation.  Colorado has received several, including one that places computers or labs in eligible public libraries throughout the state, another for librarians and community training session, and one for upgrading broadband connections for public libraries.

**Geographic Information Systems** (GIS) **–** Layers of information about a place that gives a better understanding of that place. The layers of information depend on the specific purpose and can be determined by the user. Requires specific software and data sources to be fully functional. *See www.gis.com*

**GEOLIB** – Geographic Information Services (GIS) research center for libraries at Florida State University. *See www.geolib.org*

**Goal** – An umbrella statement that gives direction to a grant project or strategic plan.

# H

**High Plains Regional Library Service System** (HPRLSS) – One of the Regional Library Service Systems in Colorado. Headquartered in Greeley, HPRLSS serves libraries in 9 counties in northeastern Colorado. *See www.highplains.org*

**High Plains Party Line** – An email discussion list for HPRLSS members. Subscribe: majordomo@psd.k12.co.us. In the text, enter: subscribe highplains "your e-mail address"

**Hyperlink** – A synonym for both link and hypertext link. Users click on hyperlinks to access other documents on the Web. Hyperlinks often appear in different colors, or underlined in a webpage.

**Hypertext** – The arrangement of information into connections made by a user, usually by clicking a link. The World Wide Web is simply an enormous amount of content connected by an enormous number of hypertext links.

**Hypertext Markup Language** (HTML) – It is the authoring language used to create documents on the World Wide Web.

# I

**Imprint** – Publication information about a work most often found at the bottom of the title page or on the verso. It usually contains the name and location of the publisher and when the book was published.

**Index** – A list, usually in alphabetical order, or the topics and names included in a book with reference to pages where they occur—generally placed at the end of a book.

**Individuals with Disabilities Education Act** (IDEA) – IDEA is a federal law regarding educating students with disabilities. *See www.kidstogether.org/idea.htm*

**Individual Education Plan** (IEP) – An IEP is an official plan for students need special assistance in schools to meet reading standards and proficiencies.

**Individual Literacy Plan** (ILP) – The Colorado Basic Literacy Act requires an ILP for any student not reading at grade level by third grade.

**Information Literacy –** A term for an individual's ability to determine his/her information needs, attain the information in multiple and most appropriate formats, comprehend the information and utilize the information appropriately. ACRL has published national information literacy standards, as has AASL, the national school association. Colorado has standards for Information Literacy in schools. *See www.cde.state.co.us/litstandards/index.htm AND p. 44*

**Information Power** – A generic term for the school library publications from ALA and AASL, most recently published in 1998 as *Information Power: Building Partnerships for Learning*. The document provides an overview of quality library practices, and defines the information literacy standards for librarians and educators to utilize with students. *See tinyurl.com/q2tf*

**Institute of Museum and Library Services** (IMLS) – a federal grant-making agency that promotes leadership, innovation, and a lifetime of learning by supporting the nation's museums and libraries. IMLS provides federal appropriated funds to states through LSTA, and other related programs. *See www.imls.gov*

**Institutional Library** – The Institutional Library Services program at CSL provides for library service to correctional, residential, and medical institutions operated by the state. It also makes reasonable rules and regulations....for the establishment, maintenance, and operation of libraries maintained by the state in correctional institutions, medical and mental hospitals, youth facilities, training schools, regional centers, psychiatric centers, nursing homes, and community care centers. *See www.cde.state.co.us/cdelib/slinstit.htm*

**Intellectual Freedom Committee** (IFC) – A CAL committee devoted to promoting and educating librarians about intellectual freedom issues. The committee charge includes: supporting First Amendment rights; maintaining revising, and distributing the Colorado Intellectual Freedom Handbook; recommending expenditures of the Julie Boucher Memorial Funds. *See www.cal-webs.org/if.html*

**Interlibrary Loan** (ILL) – The lending of books and other materials between libraries. S*ee SWIFT*

**International Baccalaureate** (IB)  -- An organization (IBO) that provides participating schools a detailed and advanced curriculum in specific subject areas. Students in IB programs earn additional credits that may be applied toward academic work. *See www.ibo.org*

**International Standard Book Number** (ISBN) – A unique number assigned to a book. It usually appears on the back of the title page and consists of four segments, each separated by a hyphen.  The first segment identifies the origin country, the second a publisher, the third segment a title or work, and the fourth segment is a check on the accuracy of the other three segments. *See www.isbn.org*

**International Standard Serial Number** (ISSN) – A distinctive number assigned to each serial title. *See www.issn.org*

**Internet Service Provider** (ISP) – A vendor or other company or agency that provides internet service to a library or home.

**Inventory** – A survey of the book and materials collection of the library to determine if there are any missing items.   The library's listing of holdings, whether it be an automated report or a shelf list of  3x5 cards, is checked against the collection on the shelf  and in circulation records to account for all items.

**Iowa Test of Basic Skills** (ITBS) – A voluntary, non profit cooperative program for norm-referenced testing in Grades K through 8. Some states and schools supplement CSAP testing with ITBS tests. *See www.uiowa.edu/~itp/itbs.htm*

**ISO 10160/10161** – An ILL standards protocol that allows different ILL systems to communicate with each other to accept and process ILL requests efficiently.
*See www.nlc-bnc.ca/iso/ill/stan1611.htm*

## J - K

**Javascript –** A scripting language that increases website functionality. JavaScript can interact with HTML code to allow Web authors to spice up their sites with more lively content.

**Joint Budget Committee –** A bi-partisan legislative committee charged with fiscal decisions affecting the state's budget, and appropriations for state operations through a general assembly bill known annually as the "long bill".

**Juniper** – A project begun by the Pathfinder and Three Rivers Library Service Systems in cooperation with Colorado's other Regional Library Systems.  Juniper provided cataloging and record hosting services to smaller libraries and schools in western Colorado until reduced funding ended the current system structure in 2003,. *See www.colosys.net/pathfinder*

## L

**Legal Service Area** (LSA) – The defined boundaries of a library district, or other type of public library jurisdiction. Library Law and establishment require specific boundaries to establish accurate taxation and counting of those residing within the boundaries.

**Libnet –** An e-mail discussion list for Colorado librarians. *To subscribe, send a blank message to: libnet@bcr.org*

**Library Binding** – A special form of bookbinding issued by the publisher that has durability to withstand severe library use.  Many children's books may be purchased in library binding.

**Library Board** – *see Board of Trustees*

**Library Capital Facilities District** (LCFD) – A provision in the 2003 Library Law that permits the residents of a community within the boundaries of a library district to vote on a bond issue to build a library. The new voted tax does not effect the taxing structure of the library district and sunsets when the bonds are paid off. An LCFD can only be used for capital purposes, land, buildings, site improvements, equipment, furnishings, or collections. *See www.cal-webs.org/cllupdate3.pdf*

**Library Collection –** The total accumulation of all library materials provided by a library for its patrons.  Also called Library Resources, Library Holdings.

**Library Development Services** (LDS) – A unit of the State Library at CDE that oversees library development issues in the state, including grants, federal funding, and consulting services for school and public libraries.

**Library District** (LD) – a designated area of library service to a community or geographic location that has been voted on and approved by the electorate. A library district is a governmental unit with its own mill levy taxation which is used to operate the LD.

**Library Law** – The portion of the Colorado Revised Statutes (CRS) that governs the legal operations of libraries in the state. Library Law is in article 24, beginning with §24-90-100. The law was revised by legislation in 2003. *See www.colorado.gov/government.htm (then: "Colorado Revised Statutes") to obtain a search box for all CRS.*

**Library Media Center** (LMC) – A name for a school library made popular by AASL's *Information Power* publications. Some local districts have developed other designations for the school library.

**Library Media Specialist** (LMS)  -- another term for a school librarian, popularized through AASL and other publications. Districts often use other designations for the school librarian.

**Library of Congress** – The National Library of the United States and the library for members of Congress. LC contains over 100 million items, 20 million of them books. *See www.loc.gov*

**Library of Congress Classification**(LCC) – A system of classifying books and other works devised by the Library of Congress in Washington, D.C. It divides human knowledge into broad categories indicated by letters of the roman alphabet, with further subdivisions indicated by decimal notation. *See www.loc.gov/catdir/cpso/lcco/lcco.html*

**Library Research Center** (LRC) – Based at the Graduate School of Information and Library Science at the University of Illinois, Urbana-Champaign, the LRC specializes in social science approaches to data collection and analysis. The Library Research Center supports the work of libraries, library associations, library vendors, and foundations. *See http://alexia.lis.uiuc.edu/gslis/research/lrc.html*

**Library Research Service** (LRS) – The research unit of the State Library that oversees data collection required by Colorado Library Law for schools, public. Also collects academic library data for federal agencies. LRS also provides data analysis and findings to support the benefits of libraries and their services to communities. *See www.lrs.org*

**Library Services and Technology Act** (LSTA) – A federal funding program that replaced the long-running Library Services and Construction Act (LSCA) in 1996. Publicly-funded libraries – school, special, public, and academic – are eligible for LSTA funds that are administered through the Colorado State Library. *See www.imls.gov/grants/library/index.htm*

**List Price** – Retail price quoted in a publisher's catalog. Libraries usually get a discount from the list price*. See Net Price; Colorado Cooperative Purchasing Program*

**LISTSERV**® **–** A registered trademark of Lsoft International, Inc. Not to be used generically to describe a discussion list. It allows users to subscribe to a mailing list and automatically distributes e-mail to those subscribers. *See also Discussion List*

**LM_NET –** A national library discussion list focused on topics of interest to school library media personnel. *See www.askeric.org/lm_net*

**Local Educational Agency** (LEA) – Any official school district in the state.

**Local Area Network** (LAN) **–** A group of computers linked together allowing users to share data, software, Internet connections, and printers.

**Location Symbol** – An identifying mark on a book, often part of the call number, to indicate where the publication is located in the library. Some usual symbols are: R-Reference Collection, J-Juvenile Collection, YA-Young Adult Collection

## M

**Machine Readable Cataloging** (MARC) – The basis of almost all automated cataloging systems; a standardized format for bibliographic description developed by the Library of Congress in the 1960's. *See www.loc.gov/marc/*

**Maintenance of Effort** (MOE) **–** A requirement that any state receiving federal funding for programs or services must maintain an effort of funding though state or local funds for the program. In most cases, if a state loses or reduces its funding for programs, such as libraries, the federal appropriation is reduced by a similar amount. LSTA, and the former Colorado grant program for library aid both have MOE requirements.

**MARMOT** (*not an acronym*) – A multi-type library consortium that provides members with an integrated library computer system in Western Colorado. *See www.marmot.org*

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**Master of Library Science** (MLS) – Graduate degree in librarianship from ALA accredited schools.

**Measurable** – When used in the context of objectives or activities in a grant, it shows that an objective or activity is measurable in one or more of the following ways: 1) Its impact on people, 2) The number of people served, 3) The number of library service units.

**Mid-continent Research for Education and Learning** (McREL) – One of several national education facilities, McREL is located in Aurora. It is a nationally recognized, private, nonprofit organization dedicated to improving education through applied research, product development, and service. *See www.mcrel.org*

**Mountain Plains Library Association** (MPLA) – A professional organization for librarians from 12 western states. *See www.usd.edu/mpla*

**Multimedia –** Combinations of technology to produce professional materials and make presentations.

**Multi-use Network** (MNT) – A public/private partnership developed to build a high-speed fiber-optic network linking rural and urban Colorado. The MNT will be implemented in three phases beginning in June 2000 and completing in 2003. *See www.colorado.gov/dpa/doit/mnt*

**MUSTY** – An acronym to guide the weeding process in libraries. **M** = misleading **U** = ugly or worn out **S** = superseded by more substantiated information **T** = trivial **Y** = your collection has no use for this book. *See weeding | School weeding overview: see tinyurl.com/q3di Brochure: see www.cde.ca.gov/library/weedingschlib.pdf*

## N

**National Assessment of Educational Progress** (NAEP) – A national evaluative assessment that uses a sample of students in each state annually to determine proficiency in 4th and 8th grade reading and math. *See nces.ed.gov*

**National Association to Promote Library and Information Services to Latinos and the Spanish-Speaking** (REFORMA) **–** An organization developed to unite Hispanic librarians and all other librarians interested in working with the Spanish speaking population through libraries. It offers training, Hispanic collection development, and other member services. There is an active Colorado REFORMA Chapter. *See clnet.ucr.edu/library/reforma*

**National Center for Educational Statistics** (NCES) – A national data and statistics collection agency, collecting data on schools. *See nces.ed.gov*

**National Commission on Libraries and Information Science** (NCLIS) – an independent agency of the federal government established in 1970 to provide advice to the President, the Congress, and other entities, public and private, regarding the library and information needs of the American public. *See www.nclis.gov/about/about.cfm*

**National Information Standards Organization** (NISO) – A nonprofit association that develops or maintains information standards for digital environments. *See www.niso.org*

**Neighborhood Children's Internet Protection** Act (NCIPA) – Passed with the appropriations bill that created CIPA, there is some overlap in language with CIPA but they address different areas.  The Children's Internet Protection Act addresses what has to be filtered and the need for an Internet safety policy.  The Neighborhood Children's Internet Protection Act focuses on what has to be included in a school or library's Internet safety policy.  Moreover, NCIPA is applicable only to the E-rate program. *Related: CIPA*

**Net Price** – A term that indicates that no discount will be allowed.  *See also List Price*

**Networking and Resource Sharing** (NRS) – A unit of the State Library that oversees technology and networking issues in libraries, and provides technical expertise for a number of statewide technology projects including CVL, databases, Gates Grants, SWIFT, and AskColorado. *See: www.aclin.org; www.askcolorado.org*

**Newsgroup** – An electronic bulletin board where anyone can post a note that can be read by others who share the same interest. Some notes exchange ideas or tips. Others pose questions or answer questions previously posted. Everyone can see all notes posted.

**NISO Circulation Interchange Protocol** (NCIP) – A U.S. standard for communication between different computer systems used internationally, to allow different library and information-related systems to talk to each other (i.e. systems by vendors such as TLC or Sirs). This communication enables performance of necessary borrowing and lending functions, provides controlled access to electronic resources, and facilitates cooperative management of these functions. *See: www.niso.org/standards*

**No Child Left Behind** (NCLB) –Signed in 2002, the federal No Child Left Behind (NCLB) Act reauthorized the Elementary and Secondary Education Act.  This new law revised the framework that Colorado uses to comply with the reforms. The four basic education reform principles are: stronger accountability for results;  increased flexibility and local control; expanded options for parents and; an emphasis on teaching methods that have been proven to work. *See ESEA;  www.cde.state.co.us/cdeunified/nclb.htm*

**NO STOP** (*not an acronym*) – An ILL-related  service that sends a request for a book that is not available in the state to the OCLC network to see if it can be provided by another library in the country. DPL has typically been the lead agency for this service for libraries in the state. a.*k.a. DPL NO-STOP*

**Office of Innovation and Technology** (OIT) – An office under the Governor to innovate and stimulate a technology-driven economy. OIT's mission is to enhance technology infrastructure, education, and research opportunities that stimulate Colorado's technology-driven economy and create more jobs. *See www.oit.state.co.us*

**Office of State Planning and Budgeting** (OSPB) – The OSPB advises the JBC on decision items related to funding requests that come from state agencies, including CDE.

**Online Computer Library Center, Inc.** (OCLC) – A company, based in Ohio, which provides a variety of automation services for libraries in the country including cataloging services, union lists, interlibrary loan, and reference services. *See www.oclc.org*

**Online Public Access Catalog** (OPAC) – An online catalog that replaces the card catalog in an automated library.

**Open source** – Software that can be distributed freely, thus allowing users to make changes to the source code—the internal code that is used to create the software and make it work.

**Out-of-Print** – A book no longer being printed by the publisher.  May be available through a special dealer or publisher or publishers may still have copies.

**Oversize Book** – A book that, because of its large size, cannot stand on the regular shelves in the library.

**Ownership Mark** – A book plate, stamp, label, or the like, identifying material as library property.

**P**

**Partnering Agency –** An agency that participates in receiving the grant, with particular responsibilities for helping the project succeed.

**Pathfinder Regional Library Service System** (PRLSS) – One of the Regional Library Service Systems serving 7 counties in western Colorado. Due to budget cuts the office was closed in July, 2003.

**PATRIOT Act** – Full title: **U**niting and **S**trengthening **A**merica by **P**roviding **A**ppropriate **T**ools **R**equired to **I**ntercept and **O**bstruct **T**errorism (USA PATRIOT Act) of 2001. Law signed in 2001 to provide broad powers for counterterrorism measures. Some elements of the act have been viewed by librarians and other organizations as contrary to current laws governing patron confidentiality.
*ALA perspective: see tinyurl.com/a9s5*
*Law: see www.epic.org/privacy/terrorism/hr3162.html*
*Analysis: see tinyurl.com/q2p9*

**Payment for Lending** (PFL) – A program that used state funds appropriated to reimburse net lenders—those libraries that loaned more items than they borrowed.  Budget cuts eliminated funding for the program in 2002.

**Per-Pupil Operating Revenue** (PPOR) – the amount that the state spends per student in the public schools as determined by the School Finance Act. For the 2002-2003 school year the statewide average PPOR was $5,795.

**Peripherals** – Hardware added to a computer system, i.e. printer, modem, CD ROM, floppy drive, scanner, zip drive. Can be internal (attached inside of the computer box) or external (plugged into a connection in the rear of the computer).

**Periodical** – A magazine, newspaper, or other material normally issued at regular intervals.  Each issue in the series is numbered consecutively and dated.

**Plains And Peaks Regional Library Service System** (PPRLSS) – One of the Regional Library Service Systems in Colorado. Headquartered in Pueblo, PPRLSS serves libraries in 5 counties in the Pikes peak area. *See www.pprlss.org*

**PLUS** (aka *Plus Libraries* or *PLUS System*. *Not an acronym*) – A public library union catalog currently including Jefferson County Public Library, Arapahoe Library District, Aurora Public Library, and Boulder/Louisville/Broomfield Public Libraries, creating a central database for both searching and requesting materials through common lending policies. *See 198.59.31.35*

**Political Action Committee** (PAC) – *see CLPAC, Colorado Library PAC*

**Power Libraries –** A project begun in 1998 as an LSTA-funded grant to recognize quality school libraries and encourage mentorship between 'high performance' and 'developing' libraries. Based on the LRS research showing that schools with certain qualities present in their library achieve higher CSAP scores, the project is now under the auspices of CCLS, and is seeking additional funding to continue its CE services for selected libraries.
*See www.cclsweb.org/PowerLibrariesMain.htm*

**PPRLNET**  The e-mail discussion list for members of PPRLSS.  *To subscribe, send a blank message to pprlnet-subscribe@yahoogroups.com.*

**PRAXIS™** (not an acronym) – A set of rigorous and carefully validated assessments that provides accurate, reliable information for use by state education agencies in making licensing decisions. Nearly 80% of states, including Colorado, include tests as part of their teacher licensure process. *See www.ets.org/praxis Related: PLACE*

**Pre-bound** – A new book, usually paperback, bound in a special durable binding at time of original sale.

**Preface** – A note preceding the text of a book stating the origin, purpose, and scope of the work, and sometimes containing acknowledgements of assistance.

**Processing** – The work of preparing library materials for use in the library.

**Program for Licensing Assessments for Colorado Educators** (PLACE) – An assessment required of all teachers and librarians before obtaining a license. *See www.cde.state.co.us/cdeprof/liassm.htm*

**Prospector** – A unified catalog of sixteen academic, public and special libraries in Colorado and Wyoming with access to over 14 million books, journals, sound recordings, films, videotapes and other holdings. A single search will identify materials available in the collections and have them delivered to a local library. *See prospector.coalliance.org*

**Pseudonym** – A fictitious name used by an author.

**Public Library** (PL) – a library that serves a specific geographic area or community and meets the standards established for public libraries. *See p. 43 and pp 47—49*

**PUBLIB** – A discussion list for people working in or associated with public libraries. *See sunsite.berkeley.edu/PubLib/*

**Public Access Catalog** (PAC) – A computer terminal or other device used by library visitors to find materials or information contained in the library. Vendor-created databases also offer public access catalogs through web-based services that are free or fee-based.

**Public Access Computing** (PAC) – The process of making computers and computer access available to the public through libraries. *See www.webjunction.org/do/Navigation?category=46*

**Public Education Business Coalition (PEBC)** – A partnership of leaders from education, business and the community working to improve teaching and learning in low-performing K-12 schools and classrooms and increase the involvement of business in education. *See www.pebc.org*

**Public Library Standards** – Distributed by the Colorado State Library in 1997, this document describes the elements and expectations for library services by public libraries in Colorado. Additional information about establishment of public libraries is available in the Colorado Library Law (CRS §24-90-106 through §24-90-107).
*See www.cde.state.co.us/cdelib/slpdfdocs.htm*

**Publisher** – One who publishes, especially one who issues from the press and offers for sale books, periodicals, etc.

## Q – R

**Random Access Memory** (RAM) – The internal storage area of the computer. When a computer has a lot of memory, it is able to run multiple programs at once and at a fast speed.

**Reader's Advisory Service** – Assists people in locating desired materials. Helps people find books they want to read.

**Reconsideration policy** – A library policy, usually approved by a board or other authority, establishing a protocol and process for reconsidering the retention of items due to a patron request. Most reconsideration policies describe the various steps, formal written requests, and people involved in reviewing the material during the reconsideration process.

**Reference Book** – A book, such as an encyclopedia or dictionary, used to obtain specific information quickly.

**Reference Collection** – The part of the library collection which is composed of reference materials, usually placed near the circulation or reference desk for easy access.

**Reference Service** – Answers questions and assists people in identifying useful library resources.

**Regional Library Authority** (RLA) – A provision in the 2003 library that allows two or more communities or geographic areas to develop a ballot initiative to create a taxing authority for library service. If approved by the electorate, the RLA would allow each library jurisdiction to maintain its own board and operating procedures, but utilize the resulting tax income for library operations. *See www.cal-webs.org/cllupdate2.pdf*

**Regional Library Service Systems** (RLSS) – Organizations of publicly supported libraries within a designated geographic area established to develop and coordinate cooperative services. The Systems structure was established by Colorado Revised Statutes §24-90-115 in 1975 to provide cooperative library services such as resource sharing, consulting, technical assistance and continuing education to member libraries of all types in a geographic area designated by the Colorado Department of Education. Funding cuts in 2003 altered the system structure throughout the state, resulting in layoffs and restructured services.

**Regional Service Teams** (RST) – Eight teams at CDE, providing consulting services for student achievement, accreditation, and other education-related communications for school districts regionally. *See www.cde.state.co.us. See also: map, p. 55*

**Registration** – The enrollment of persons wishing to borrow materials from the library. While local residents and taxpayers are the primary clientele of publicly-supported libraries, many libraries grant borrowing privileges to non-borrowing residents. *See Colorado Library Card*

**Reprint** – A new printing, without alteration, from either a new or original set of type plates.

**Reserve** – 1) A book, periodical, video or other library material held for a library borrower. 2) Books and materials segregated and withheld from general circulation, particularly those needed for college or school required reading.

**Retrospective Conversion** or **Retrocon –** The activity of converting a library's existing bibliographic records from printed catalog cards to an online database or from one automated system to another.

**Revised Edition** – A new edition containing changed material from the original text, sometimes with additions that supplement it and/or bring it up to date. *See Edition.*

**Request for Input** (RFI) – A formal document from an organization, agency, or other entity requesting input on a specific topic or topics.

**Request for Proposal** (RFP) – An application, request, or form for grant funds or services.

**Request for Quote** (RFQ) – A formal request by an organization, agency, or other entity soliciting price quotes for specific services or products.

**Resource Sharing** – A term used to describe the sharing of materials, resources, or expertise between libraries. It is sometimes referred to as the library infrastructure that encourages and enables libraries to work cooperatively to provide cost-efficient and convenient services to people who rely on Colorado libraries for information.
*See www.cclsweb.org/PDFFiles/Resharing.pdf*
*See examples: courier, CLC, Round Robin,* and *CVL.*

**Resource Sharing Strategic Plan** (RSSP) – A plan developed in 2003 to anticipate the changing library needs with reduced funding. The plan was developed with a representative committee and discussed statewide for input and feedback. The resulting document led to specific priorities for funding, and potential activities for continued resource sharing in the state.
*See www.cde.state.co.us/cdelib/download/pdf/ResSharePlan.pdf*

**Round Robin** – An interlibrary loan communications network for about 13 Front Range public libraries. Software allows participating libraries to send up to 25 interlibrary loan requests for materials to a server; check postings by participating libraries daily to determine which requests they can fill, and have items sent by courier.  *See resource sharing*

**Router** – Hardware or software used to connect two or more networks.

**Rural Education Achievement Program** (REAP) – A federally-funded program for states that is designed to assist rural school districts in using Federal resources more effectively to improve the quality of instruction and student academic achievement. It consists of two separate programs – the Small, Rural School Achievement (SRSA) program and the Rural and Low-Income Schools (RLIS) program. *See www.cde.state.co.us/cdeunified/tvib.htm*

## S

**School Accountability Report** (SAR) – A report provided by school districts to the community and parents about the status of the schools in the district in many areas, including achievement. *See reportcard.cde.state.co.us/reportcard/CommandHandler.jsp*

**School and Library Division** – The E-rate application approval agency.
*See E-rate, see also www.sl.universalservice.org*

**School Library** – A library in an elementary or secondary public school, charter school or non-profit private school serving some combination of grades K-12. Some also serve pre-kindergarten (PK), or may be combined with a public library or branch.

**School Library Media Center** (LMC or SLMC) – Another name for the school library made popular by AASL's *Information Power* publications. *See library media specialist*

**School Library Media Specialist** (LMS) – A librarian who has a teaching certificate, teaching experience, and coursework or a Master's Degree in Educational Media or Library Science.

**School Library Paraprofessional**  or **paraprofessional** – A person who works in a school or school library but does not have a degree in Library Media, and may not have a teaching degree. Term may also apply to public library staff with similar background.

**Scientifically-Based Reading Research** (SBRR) – A prominent term in NCLB that refers to reading instruction that applies rigorous, systematic and objective instruction to obtain valid knowledge relevant to reading development, and involves rigorous data analyses to test the hypotheses and justify the general conclusions
*See ideanet.doe.state.in.us/rea/pdf/I-READ_NRPSum.pdf*

**Selection Policy –** A library policy, usually approved by a board or other authority, that indicates the procedures or types of materials a library adds to its collection.

**Serial** – A publication or work issued in successive parts, often at regular intervals. Includes periodicals, reports, newspapers, bulletins, etc.

**Series** – Separate, independent works issued, usually at different times, under a collective title.

**Server** – 1) Software that permits one computer to offer a service to another computer. 2) The computer that runs the server software.

**Shelf List** – A record of books in the library arranged in the order in which they stand on the shelf. Shelf lists may be computer-generated or composed of cards.

**Shelf Reading** – Checking books on the shelf for accurate arrangement.

**SMART** – When used in the context of goals and objectives in a grant project, it means a goal or objective is Specific, Measurable, Attainable, Results-oriented, and Time-phased.

**Software** – All programs, data, files, and other information stored on or run on a computer, including the operating system itself (Windows, DOS, Unix). All documents and other files you create are software.

**Southwest Library Services** (SLS - formerly SWRLSS) – One of the Regional Library Service Systems in Colorado. Headquartered in Durango, SLS serves libraries in 11 counties in southeastern Colorado. *See www.swlibraries.org*

**Spine** – The back of the book connecting the two covers, on which is usually found the author and title of the work.

**Stacks –** 1) A series of book cases, usually double-faced, arranged in a room or in a section of the library for storage of the principal book collection in the library. 2) The part of the room or library containing stacks.

**Standardized Test for Assessment of Reading** (STAR) – A non-state test used by some school districts to assess reading. *See www.thejournal.com/magazine/vault/A1906.cfm*

**Standards in Action** – a database of lesson plans and other standards-related information designed to assist teachers in applying standards-based instructional techniques. *See www.cde.state.co.us/action/index.htm*

**Star Lenders** – A program proposed by in the 2003 Resource Sharing Strategic Plan for potential implementation, pending funding. It would reimburse libraries that loan a significantly greater number of books and other materials than borrowed.

**State Board of Education** (SBE) – Eight members elected to represent the 7 congressional districts, plus one at-large. The SBE establishes and approves policy and rules governing educational or library-related practices and procedures in the state. *See www.cde.state.co.us/index_sbe.htm*

**State Education Agency** (SEA) – a term for any agency in a state that oversees federal or state funding for education, and enacts policies or regulations for instruction. Colorado's SEA is the Colorado Department of Education. *See CDE*

**State Grants To Libraries** – $2 million in funding approved by the  2000 legislature and provided through the State of Colorado to all publicly funded academic, school, and public libraries that qualify and apply. Budget cuts led to a veto of the funding in 2002.

**State Publications Library** (SPL) – The depository for state print and/or electronic publications operated by CSL. There are 19 depository libraries in the state that receive print copies of state publications and/or notification of electronic publications.  Copies of print state publications are also sent to the Library of Congress. SPL catalogs the publications using the CARL database for electronic public access. *See www.cde.state.co.us/stateinfo/index.htm*

**StateLINC** – A service from the State Library that distributes high interest, consumer publications from state government, nonprofit organizations, and the federal government to participating libraries statewide. The service is provided to the local communities at no cost to increase awareness of and access to these unique resources. *See www.cde.state.co.us/stateinfo*

**Statewide Impact** – A project that meets a need for libraries over a large geographic area of the state, or meets a need held by libraries or library users in several geographic areas across the state.

**State-Wide Interlibrary Loan Fast Track** (SWIFT) – A statewide electronic interlibrary loan system that utilizes software from a company called Fretwell-Downing, which interacts with the automated catalogs in libraries to enable wide access to all participating collections. *See www.aclin.org/swift/*

**Stewardship Committee** – A combined committee with representation from CCLD, RSB, CSL, and System. Prior to CoLAB being formed, this committee was charged with recommending which LSTA Statewide Grant proposals were forwarded to CDE for funding.

**Strategic Issues and Emergency Response** (SIER) – A committee approved in August 2003 by CAL that will operate under the CAL executive board to provide direct support and leadership in addressing critical library issues and PR needs that arise in the state.

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**Subject Heading** – A word or group of words indicating a subject under which all material dealing with the same theme is entered in a catalog or a bibliography, or is arranged in a file. *Sears List of Subject Headings* is often used as the standard.

**Subtitle** – An explanatory part which sometimes follows the main title, for example: *Nothing but You: Love Stories from the New Yorker.*

**Summer Reading Program** (SRP) – A statewide program, with a theme, manual, and supplemental materials, is developed annually through the CSL, and provided at no cost to any library that wants to use it. *See www.aclin.org/cys-lib*

**SWLIB** -- listserv for libraries primarily in southwest Colorado. Operated through SLS, the list is hosted at Fort Lewis. Subscribe: send a message to: LISTSERV@listserv.fortlewis.edu  (no subject; in body of message type: SIGNOFF SWLIB-L). Post to: SWLIB-L@fortlewis.edu

**Systems** – *see Regional Library Service Systems*

## T

**Table Of Contents** – A list of chapter titles and other parts of a book, or of articles in a periodical, with references to pages where each listing begins.  Also called contents.

**TABOR Amendment –** *see Amendment One*.

**Tag** – Another word for a field in MARC Cataloging. *See MARC.*

**Talking Book –** A book recorded on cassette or CD.  Also called Audio Books or Books on Tape.

**Talking Book Library** (TBL) – *see Colorado Talking Book Library*

**Teacher in Residence** (TIR) – a program from CDE that provides teaching and library endorsement candidates with an opportunity to obtain a teaching license while working in a school district. The requirements are similar to ATPP, but takes two years to complete. *See: Alternative Teacher Preparation Program.*

**Teacher Librarian** -  A term for a school librarian who is endorsed under the 2003 licensure rules for library endorsement. A Teacher Librarian has 1) completed a 4-year BS degree in education and passed the state teacher and library assessment; 2) attained an MLS from an accredited post-graduate university; and 3) one or more years of teaching experience as a classroom teacher. *See www.cde.state.co.us/cdelib/Endorse_Rules.htm*

**Technology Literacy Challenge Fund** (TLCF) – Federal funds used by schools to support technology hardware and programs for students.

**Technology Protection Measures** (TPM) – A euphemism for filtering of computers to screen out indecent or harmful materials. The term originated with COPA, CIPA, and similar laws.

**Three Rivers Regional Library Service System** (TRRLSS) **–** The Regional Library Service System serving libraries of all types in 10 counties in northwestern Colorado. 2003 funding reductions limited staffing and services from the Glenwood Springs office. *See www.colosys.net*

**Title I** – a funding category used by the federal government and department of education to designate schools that are identified due to low performing status on educational assessments. Other Titles are provided for and funded through the No Child Left Behind Act. *See NCLB*

**Transmission Control Protocol/Internet Protocol** (**TCP/IP)** The basic, common language of the Internet, and can be used as a communications protocol in a private network.

# U

**Uniform Computer Information Transactions Act** (UCITA) -- A proposed contract law to regulate transactions in computer information products such as computer software, online databases, software access contracts or e-books. UCITA would impact libraries due to their ability to access and use the information products they purchase. UCITA was to have been considered by all fifty state legislatures and became one of the more controversial uniform commercial laws. Recent efforts to pass it nationally have been abandoned. *See www.ucitaonline.co  OR www.cpsr.org/program/UCITA/ucita-fact.html*

**Uniform Resource Locater** (URL) – A unique address or name used to identify and locate a Web site on the internet. *See www.webopedia.com*

**Union Catalog** – A collection of library catalogs, or the items they contain, in a central location that can be accessed with one search.

**United States Department of Education** (USDOE) – The federal agency charged with policy making and distribution of appropriated funding educational programs in states. *See www.ed.gov     See also NCLB*

**Universal Service Administrative Company** (USAC) - The administrative agency that administers the Universal Service Fund (USF), which provides communities across the country with affordable telecommunication services. *See www.universalservice.org*

**Universal Service Fund** (USF) – A discount program from the federal government that provides discount telecom and internet services to schools and libraries.  *See E-rate.*

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**Urban Libraries Council (ULC) –** an association of public libraries in metropolitan areas and the corporations that serve them. They work for collaborative leadership between trustees, library directors, and corporate officers to address shared issues and conduct research that improves professional practice. Colorado library members include Denver, Arapahoe, Jefferson County. *See www.urbanlibraries.org*

## V – W

**Virtual Reference** – A service that provides reference services to people outside of a library, usually via an online or e-mail connection. Typically uses specific software to enable a real-time 'chat' session between the librarian and the person originating the query. *See: AskColorado*

**Web Junction** – A joint project involving OCLC, the CO State Library and others, to provide technology assistance for public access computing to librarians.  Funded by the Bill and Melinda Gates Foundation in conjunction with CSL, OCLC, and others. *See www.webjunction.org*

**Weeding** – The systematic process, also known as deaccessioning, involving removal of old or outdated materials from a library collection to make room for newer items. Weeding is an important process in maintaining a current and diverse collection for the community served by the library. *See www.havana.lib.il.us/library/weeding.html  |  See also CREW manual*

**World Cat –** The OCLC worldwide union catalog database.  *See www.oclc.org/worldcat*

## X – Y – Z

**Z39.50** - Z39.50 Information Retrieval Protocol is a U.S.-developed,  internationally used standard for communication between computer systems.  It is used primarily by library and information related systems.  It allows two different kinds of automated library catalogs to talk to each other (i.e. Dynix and Winnebago) and exchange a search query (i.e. author name search) and results (i.e. bibliographic information on the titles that the library owns relevant to a specific search) between systems.  *See NISO. See lcweb.loc.gov/z3950/agency/resources*

## ADDITIONS AND NOTES

**ESU-SLIM**

**Emporia State University/Emporia of the Rockies** – A graduate-level program for library courses.  An extension of the Emporia, KS, ALA accredited school of Library and Information Sciences Program offering specialized instruction and degrees in several areas of library study.

| Kelly Visnak | kvisnak@qadas.com |
|---|---|
| ph. 303-232-7502 | website: *slim.emporia.edu* |
| fax 800-374-8289 | |

**DU**

**University of Denver** – The DU program offers a master of library and information science (MLIS) degree and certificates of advanced study in knowledge management; library and information resources and technology; school library media; and Archives and Records Management.

| Administrative contact: | smondrag@du.edu |
|---|---|
| 2135 E. Wesley Ave. | website: www.du.edu/LIS |
| Denver, CO 80208 | |
| ph. 303.871.2747 | |

**UCD**

**University of Colorado in Denver** – The UCD Library Media Program is an NCATE accredited program that leads to Colorado State endorsement in Library Media and a Masters of Arts in Information and Learning Technologies (ILT).

| Co-Coordinator | jody.howard@cudenver.edu |
|---|---|
| Jody K. Howard | website: thunder1.cudenver.edu/ilt |
| Ph. 303.556.4911 | |
| Administrative: | UCD School of Education Student Services Center |
| Campus Box 106 P.O. Box 173364 Denver, CO 80217-3364 | |
| Ph. 303.556.4478 | |

**UNC**

**University of Northern Colorado** – The Educational Technology programs at UNC provides various degrees and courses of study in technology and school library areas.

| | |
|---|---|
| Department Chair | linda.lohr@unco.edu |
| Dr. Linda Lohr | Website: www.coe.unco.edu/EdTech/program.htm |
| Ph. 970-351-2513 | |
| McKee Hall 518 Greeley, CO 80639 | |

**PCC**

**Pueblo Community College –** Associate of Applied Science, Library Technician
Designed to prepare students to work in a variety of library environments including school media centers, public libraries, and academic libraries. Library Technicians work with Librarians to perform a variety of functions including circulation of materials, processing of materials, shelving materials, and providing assistance to patrons. In a rural public library or a K-8 school media center, the Library Technician is the person who runs the library and provides ordering, processing, circulation, reference, and orientations for library patrons.

| | |
|---|---|
| W. Jeanne Gardner | jeanne.gardner@pueblocc.edu |
| Ph. 719-549-3308 | Website: www.pueblocc.edu/dept/ltn.htm |
| 708 W. Pitkin Avenue Pueblo, Colorado 81005 | |

# COLORADO LIBRARY ADVISORY BOARD MEMBERS 2003-2004

| NAME Term expires (term #) | REPRESENTING | CONG. DIST. / RLSS | NAME Term expires (term #) | REPRESENTING | CONG. DIST. / RLSS |
|---|---|---|---|---|---|
| Phyllis Albritton 6-30-06 (1st) | *Citizen Representative* CD-VI | 6/CC | Kathy Lawrence 6/30/04 (1st) | *Large/Urban Public Libraries* Aurora Central Public Library | 6/CC |
| Juanita Cisneros 6-30-04 (2nd) | *Citizen Representative* CD-IV | 4/HP | Kristi Lindsey 6/30/05 (1st) | *Small/Rural Public Libraries* Penrose Community Library District | 5/AV |
| Deborah Dauenheimer 6-30-04 (1st) | *Library Representative for Persons with Special Needs* Jefferson County Public Library | 2/CC | Donna Miller 6-30-06 (1st) | *Citizen Representative* CD-III | 3/PF |
| Gail Dow 6-30-05 (1st) | *Citizen Representative* CD-I | 1/CC | Lorena Mitchell 6-30-04 (1st) | *Regional Library Service System Rep.* Plains & Peaks Regional Library Service System | 5/PP |
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| Ben Keefer 6-30-04 (1st) | *Citizen Representative* At-large | 3/PF | Nancy Bolt (ad hoc) | *State Library* | CDE |

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# DEFINITION OF A PUBLIC LIBRARY IN COLORADO

Every person in Colorado must have equal and consistent access to information and materials. To assure a basic level of service equity, any entity wishing to be defined as a public library in Colorado must meet or exceed the following criteria:

1) Be legally established under Colorado Library Law (CRS §24-90-101 et seq.)

2) Comply with Colorado Library Law (CRS §24-90-101 et seq.), rules and regulations, and any other local, Colorado or federal laws which affect library operations.

3) Provide free access and basic services as defined by written policies governing lending, borrowing and circulation services.

4) Be a member and fully participate in the Colorado Library Card (CLC) program and extend privileges and services to state residents according to the CLC agreement.

5) Adopt the Colorado Interlibrary Loan Code and lend and borrow materials through the statewide interlibrary loan network according to that code.

6) Meet the criteria of the Americans with Disabilities Act (ADA) applicable to libraries.

7) Be a member of its Regional Library Service System and use system services as appropriate.

8) Be open a minimum of 20 hours each week. Some of these hours should be evening and weekend hours to maximize service to the public. Libraries with multiple service outlets should provide at least 20 non duplicated service hours each week.

9) Have paid staff person(s) present during all hours of service.

10) Have a telephone with a dedicated library line and the telephone number listed in the local telephone book.

11) Have a collection budget from local tax funds and collection management plan for purchase of recreational, educational, and informational materials and/or electronic access.

12) Regularly update a reference collection which provides information through either print, non-print or electronic access.

13) Provide at least one public access computer with modem and printer and which provides access to ACLIN and online information catalogs and databases.

*From Public Library Standards for Colorado 1997: www.cde.state.co.us/cdelib/download/pdf/slplstan.pdf*

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## COLORADO INFORMATION LITERACY STANDARDS

Information literacy is the ability to identify information needs, seek out resources to meet those needs, and then analyze, synthesize, evaluate, and communicate the resulting knowledge. The standards define three specific areas of skills, and nine total knowledge areas. Supplemental information further refines practical and research-based aspect of information literacy.

For access to the complete *Colorado Students Achieve Power@your library<sup>tm</sup>* Information Literacy Standards and guidelines document *see www.cde.state.co.us/litstandards/index.htm*

### INFORMATION LITERACY

The information literate student...

STANDARD 1
...accesses information efficiently and effectively.

STANDARD 2
...evaluates information critically and competently.

STANDARD 3
...uses information accurately and creatively.

### INDEPENDENT LEARNING

The information literate student is an independent learner who...

STANDARD 4
...pursues information related to personal interests.

STANDARD 5
...appreciates literature and other creative expressions of information.

STANDARD 6
...strives for excellence in information seeking and knowledge generation.

### SOCIAL RESPONSIBILITY

The information literate student contributes positively to the learning community and to society and...

STANDARD 7
...recognizes the importance of information to a democratic society.

STANDARD 8
...practices ethical behavior in regard to information and information technology.

STANDARD 9
...participates effectively in groups to pursue and generate information.

*Adapted from the Information Power: Building Partnerships for Learning. Prepared by the American Association of School Librarians and the Association for Educational Communications and Technology, © 1998.*

# HIGHER EDUCATION LIBRARIES IN COLORADO

**Public Colleges**                                        **Total FTE / Student Enrollment 2002**

| | | |
|---|---|---|
| **ASC** | Adams State College | 2,293 |
| **FLC** | Fort Lewis College | 4,169 |
| **MSC** | Mesa State College | 4,461 |
| **MSC-D** | Metropolitan State College Of Denver (Auraria) | 13,814 |
| **USC** | University Of Southern Colorado | 3,515 |
| **WSC** | Western State College | 2,094 |
| | **Total** | **30,346** |
| | **Average** | **5,058** |

**Public Universities**

| | | |
|---|---|---|
| **CSM** | Colorado School Of Mines | 3,216 |
| **CSU** | Colorado State University | 21,468 |
| **USAC** | United States Air Force Academy | * |
| **CU** | University Of Colorado At Boulder | 23,920 |
| **UCCS** | University Of Colorado At Colorado Springs | 5,324 |
| **UC-D** | University Of Colorado At Denver (Auraria) | 7,893 |
| **UCHSC** | University Of Colorado Health Sciences Center | 2,410 |
| **UNC** | University Of Northern Colorado | 10,329 |
| | **Total** | **74,560** |
| | **Average** | **10,651** |

**Community Colleges**

| | | |
|---|---|---|
| **AIMS** | Aims Community College | 3,952 |
| **ACC** | Arapahoe Community College | 4,318 |
| **CMC** | Colorado Mountain College | 2,954 |
| **CNCC** | Colorado Northwestern Community College | 872 |
| **CCA** | Community College Of Aurora | 2,814 |
| **CCD** | Community College Of Denver (Auraria) | 4,188 |
| **FRCC** | Front Range Community College | 8,125 |
| **LCC** | Lamar Community College | 682 |
| **MCC** | Morgan Community College | 988 |
| **NJC** | Northeastern Junior College | 1,594 |
| **OJC** | Otero Junior College | 1,092 |
| **PPCC** | Pikes Peak Community College | 5,680 |
| **PCC** | Pueblo Community College | 3,610 |
| **RRCC** | Red Rocks Community College | 4,204 |
| **TSJC** | Trinidad State Junior College | 1,488 |
| | **Total** | **46,561** |
| | **Average** | **3,104** |

**Private Non-Profit**                                    **Total FTE / Student Enrollment 2002**

| | | |
|---|---|---|
| **CCU** | Colorado Christian University | 1,494 |
| **CC** | Colorado College | 1,938 |
| **NTC** | National Theatre Conservatory | * |
| **RU** | Regis University | * |
| **TLHU** | Teikyo Loretto Heights University | * |
| **DU** | University Of Denver | 8,163 |
| | **Total** | **11,595** |
| | **Average** | **3,865** |

**Private For-Profit**

| | | |
|---|---|---|
| | Art Institute Of Colorado | * |
| | Bel-Rea Institute Of Animal Technology | 650 |
| | Blair College | * |
| | Colorado School Of Trades | 104 |
| | Colorado Technical University | * |
| | Corinthian Colleges Inc | * |
| | Denver Automotive And Diesel College | * |
| | Denver Technical College | * |
| | Denver Technical College At Colorado Springs | * |
| | Health One-School Of Medical Technology | * |
| | Institute Of Business And Medical Careers | * |
| | ITT Technical Institute | * |
| | National American University-Colorado Springs | * |
| | National American University | * |
| | Parks College | 187 |
| | Platt College | * |
| | Remington College-Colorado Springs Campus | 354 |
| | Technical Trades Institute | * |
| | University Of Phoenix-Colorado Campus | * |
| | Westwood College Of Technology | 881 |
| | Westwood College Of Technology | * |
| | **Total** | **2,176** |
| | **Average** | **435** |

**Private Seminaries**

| | | |
|---|---|---|
| | Denver Seminary | * |
| | Iliff School Of Theology | * |

*\*Some institutions did not respond to the LRS survey*

## Public Libraries in Colorado – 2003

*Commonly used acronyms in **bold***

**A**

Adams County Library System - Thornton
Aguilar Public Library
Akron Public Library
Alamosa/Southern Peaks Public Lib. **SPPL**
Arapahoe Library District – Littleton **ALD**
Aurora Public Library **APL**

**B**

Baca County Public Library - Springfield
Basalt Regional Library District - Basalt
Berthoud Public Library
Boulder Public Library **BPL**
Broomfield/Eisenhower Public Library
Burlington Public Library

**C**

Canon City Public Library
Clear Creek Library District – Idaho Springs
Conejos County Library District - La Jara
Cortez Public Library
Costilla County Public Library – San Luis
Cotopaxi School/Community Library
Craig-Moffat County Library

**D**

Dacono Public Library
Delta County Public Library District - Delta
Denver Public Library **DPL**
Dolores County School/PL - Dove Creek
Dolores Library District - Montezuma County
Douglas Public Libraries – Castle Rock
Durango Public Library

**E**

Eagle Valley Library District – Eagle
East Cheyenne County LD – Cheyenne Wells
East Morgan County Library District - Brush
East Routt LD – Steamboat Springs
Elbert County Library District – Kiowa

Englewood Public Library
Estes Valley Public LD – Estes Park

**F**

Flagler Community Library
Fleming Community Library
Florence Public Library
Fort Collins Public Library
Fort Morgan Public Library
Fowler Public Library

**G**

Garfield County PL System – New Castle
Gilpin County LD – Black Rock
Grand County Library District - Granby
Gunnison County PL - Gunnison

**H**

Haxtun Public Library
Hinsdale Library District - Lake City
Holly Public Library
Holyoke/Heginbotham Library
Hugo Public Library

**I**

Ignacio Library District - Ignacio

**J**

Jackson County Public Library – Walden
Jefferson County PL – Lakewood **JCPL**
Julesburg Public Library

**K**

Kiowa County Public LD - Eads

**L**

La Junta/Woodruff Memorial Library
La Veta Public Library District – La Veta
Lafayette Public Library
Lake County Public Library – Leadville
Lamar Public Library
Las Animas-Bent Co. LD – Las Animas

Limon Memorial Library
Littleton/Bemis Public Library
Longmont Public Library
Louisville Public Library
Loveland Public Library
Lyons Depot Library

## M

Mancos Public Library District - Mancos
Manitou Springs Public Library
Manzanola School/Public Library
Meeker Regional Library District - Meeker
Mesa County Public LD – Grand Junction
Mineral Co. School/Regional PL- Creede
Montrose Library District – Montrose

## N

Nederland Community Library
Northern Chaffee County LD- Buena Vista
Nucla Public Library

## O

Ordway Public Library
Ouray Library District – Ouray

## P

Park County Public Library - Bailey
Penrose Community Library District - Penrose
Pikes Peak LD – Colorado Springs **PPLD**
Pine River Public Library District - Bayfield
Pitkin County Library - Aspen
Pueblo City-County Library District - Pueblo

## Q – R

Rampart Library District - Woodland Park
Rangely Regional Library District - Rangely
Red Feather Lakes Community Library
Ridgway Library District – Ridgway
Rio Grande Library District – Monte Vista
Rocky Ford Public Library

## S

Saguache County Public Library
San Miguel Library District #1 -Telluride
San Miguel Library Dist. RJ2 – Norwood
Security Public Library
Silverton Public Library
South Routt Library District – Oak Creek
Southern Chaffee County Regional
Library District - Salida
Southern Teller County School/Public
   Library District – Cripple Creek
Spanish Peaks Library District –
   Walsenburg
Sterling Public Library
Stratton Public Library
Summit County Library – Frisco
Swink School/Public Library

## T

Trinidad/Carnegie Public Library

## U

Upper San Juan LD – Pagosa Springs

## V

Vail Public Library

## W

Weld Library District – Greeley **WLD**
Wellington Public Library
West Custer County LD – Westcliffe
West Routt Library District – Hayden
Westminster Public Library
Wetmore Community Library
Windsor-Severance LD - Windsor
Wray Public Library

## X – Y – Z

Yuma Public Library

**Libraries that operate bookmobiles:  (11 sites)**

Adams County Library System
Arapahoe Library District
Denver Public Library
Englewood Public Library
Gilpin County Library District
Jefferson County Public Library
Lamar Public Library - Prowers County Bookmobile
Mesa County Public Library District
Pikes Peak Library District – Colorado Springs (2)
Weld Library District – Greeley

**Independent Bookmobiles:  (2)**

Northeast Colorado Bookmobile – Wray
Lincoln County Bookmobile – Limon

**Total Public Library Facilities – Buildings – Outlets**

Total libraries: ...............117[1]   (incl. 2 independent bookmobiles)

Total branches:..............128    (excluding district-run bookmobiles)

Total branches: .............139    (including district-run bookmobiles)

Total library outlets:....... 256

**Total Number of Libraries by Type**

City/Municipal...............................47

County..........................................14

District..........................................47

Combined School/Public................6

Combined Academic/Public...........3
(branches)

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[1] *Includes 2 libraries that did not submit a 2002 annual data report*

| SCHOOL DISTRICT | 2001 Pop. | SCHOOL DISTRICT | 2001 Pop. |
|---|---|---|---|
| Academy 20 | 17,628 | Creede Consolidated 1 | 163 |
| Adams County 14 | 6,450 | Cripple Creek-Victor RE-1 | 687 |
| Adams-Arapahoe 28J | 30,453 | CSDB | |
| Agate 300 | 108 | Custer County C-1* | 250 |
| Aguilar Reorganized 6 | 149 | De Beque 49JT | 177 |
| Akron R-1 | 460 | Deer Trail 26J | 182 |
| Alamosa RE-11J | 2,429 | Del Norte C-7 | 720 |
| Archuleta County 50JT | 1,558 | Delta County 50(J) | 4,799 |
| Arickaree R-2 | 97 | Denver County 1 | 70,847 |
| Arriba-Flagler C-20 | 244 | Dolores County RE No.2 | 332 |
| Aspen 1 | 1,236 | Dolores RE-4A | 693 |
| Ault-Highland RE-9 | 920 | Douglas County RE 1 | 34,918 |
| Bayfield 10 JT-R | 1,089 | Durango 9-R | 5,077 |
| Bennett 29J | 998 | Eads RE-1 | 275 |
| Bethune R-5 | 164 | Eagle County RE 50 | 4,649 |
| Big Sandy 100J | 377 | East Grand 2 | 1,345 |
| Boulder Valley RE 2 | 27,508 | East Otero R-1 | 1,775 |
| Branson Reorganized 82 | 42 | Eaton RE-2 | 1,406 |
| Briggsdale RE-10 | 142 | Edison 54JT | 86 |
| Brighton 27J | 5,796 | Elbert 200 | 290 |
| Brush RE-2(J) | 1,522 | Elizabeth C-1 | 2,813 |
| Buena Vista R-31 | 1,047 | Ellicott 22 | 916 |
| Buffalo RE-4 | 300 | Englewood 1 | 4,413 |
| Burlington RE-6J | 875 | Falcon 49 | 6,026 |
| Byers 32J | 514 | Florence RE-2* | 1,863 |
| Calhan RJ-1 | 632 | Fort Morgan RE-3 | 3,194 |
| Campo RE-6 | 87 | Fountain 8 | 5,125 |
| Canon City RE-1* | 4,239 | Fowler R-4J | 362 |
| Centennial R-1 | 333 | Frenchman RE-3 | 225 |
| Center 26JT | 690 | Garfield 16 | 906 |
| Cheraw 31 | 227 | Garfield RE-2 | 3,568 |
| Cherry Creek 5 | 42,320 | Genoa-Hugo C113 | 273 |
| Cheyenne County RE-5 | 343 | Gilpin County RE-1 | 444 |
| Cheyenne Mountain 12 | 4,041 | Granada RE-1 | 316 |
| Clear Creek RE-1 | 1,327 | Greeley 6 | 15,998 |
| Colorado Springs 11 | 32,699 | Gunnison Watershed RE1J | 1,684 |
| Consolidated C-1 (Westcliffe) | 471 | Hanover 28 | 281 |
| Cotopaxi RE-3* | 366 | Harrison 2 | 10,882 |
| Crowley County RE-1-J | 610 | Haxtun RE-2J | 293 |

| SCHOOL DISTRICT | 2001 Pop. | SCHOOL DISTRICT | 2001 Pop. |
|---|---|---|---|
| Hayden RE-1 | 511 | Plateau RE-5 | 181 |
| Hinsdale County RE 1 | 63 | Pawnee RE-12 | 135 |
| Hi-Plains R-23 | 121 | Peyton 23 JT | 711 |
| Hoehne Reorganized 3 | 344 | Plainview RE-2 | 87 |
| Holly RE-3 | 374 | Plateau Valley 50 | 546 |
| Holyoke RE-1J | 673 | Platte Canyon 1 | 1,594 |
| Huerfano RE-1 | 795 | Platte Valley RE-3 | 150 |
| Idalia RJ-3 | new | Platte Valley RE-7 | 1,114 |
| Ignacio 11JT | 935 | Poudre R-1 | 24,052 |
| Jefferson County R-1 | 87,703 | Prairie RE-11 | 124 |
| Johnstown-Milliken RE-5J | 1,713 | Primero Reorganized 2 | 189 |
| Julesburg RE-1 | 331 | Pritchett RE-3 | 80 |
| Lewis-Palmer 38 | 4,610 | Pueblo City 60* | 17,636 |
| Liberty J-4 | new | Pueblo County Rural 70* | 7,222 |
| Limon RE-4J | 656 | Rangely RE-4 | 643 |
| Littleton 6 | 16,516 | Ridgway R-2 | 316 |
| Lone Star 101 | 99 | Roaring Fork RE-1 | 4,998 |
| Mancos RE-6 | 480 | Rocky Ford R-2 | 1,003 |
| Manitou Springs 14 | 1,379 | Salida R-32 | 1,223 |
| Manzanola 3J | 254 | Sanford 6J | 378 |
| Mapleton 1 | 5,360 | Sangre De Cristo RE-22J | 331 |
| McClave RE-2 | 271 | Sargent RE-33J | 388 |
| Meeker RE1 | 687 | Sheridan 2 | 2,087 |
| Mesa County Valley 51 | 19,688 | Sierra Grande R-30 | 298 |
| Miami/Yoder 60JT | 357 | Silverton 1 | 79 |
| Moffat 2 | 203 | South Conejos RE-10 | 391 |
| Moffat County RE: No 1 | 2,575 | South Routt RE 3 | 432 |
| Monte Vista C-8 | 1,420 | Springfield RE-4 | 364 |
| Montezuma-Cortez RE-1 | 3,448 | St Vrain Valley RE 1J | 19,620 |
| Montrose County RE-1J | 5,397 | Steamboat Springs RE-2 | 1,947 |
| Mountain Valley RE 1 | 194 | Strasburg 31J | 749 |
| North Conejos RE-1J | 1,190 | Stratton R-4 | 278 |
| North Park R-1 | 304 | Summit RE-1 | 2,748 |
| Northglenn-Thornton 12 | 30,079 | Swink 33 | 357 |
| Norwood R-2J | 299 | Telluride R-1 | 533 |
| Otis R-3 | 200 | Thompson R-2J | 14,766 |
| Ouray R-1 | 258 | Trinidad 1 | 1,577 |
| Park (Estes Park) R-3 | 1,354 | Valley RE-1 | 2,784 |
| Park County RE-2 | 630 | Vilas RE-5 | 149 |

| SCHOOL DISTRICT | 2001 Pop. | SCHOOL DISTRICT | 2001 Pop. |
|---|---|---|---|
| Walsh RE-1 | 238 | Windsor RE-4 | 2,619 |
| Weld County RE-1 (Gilcrest) | 1,946 | Woodland Park RE-2 | 3,353 |
| Weld County RE-8 | 2,684 | Woodlin R-104 | 135 |
| Weldon Valley RE-20(J) | 196 | Wray RD-2 | NA |
| West End RE-2 | 448 | Yuma 1 | 926 |
| West Grand 1-JT | 547 | | |
| Westminster 50 | 11,231 | | |
| Widefield 3 | 8,639 | | |
| Wiggins RE-50(J) | 594 | | |
| Wiley RE-13 JT | 324 | | |

| BOCES (as of 2002) | |
|---|---|
| Adams County BOCES | Pikes Peak BOCES |
| Centennial BOCES | Rio Blanco BOCES |
| East Central BOCES | San Juan BOCES |
| Expeditionary BOCES | San Luis Valley BOCES |
| Front Range BOCES | Santa Fe Trail BOCES |
| Grand Valley BOCES | South Central BOCES |
| Larimer BOCES | South Platte Valley BOCES |
| Mountain BOCES | Southeastern BOCES |
| Mt Evans BOCES | Southwest BOCES |
| Northeast BOCES | Uncompahgre BOCES |
| Northwest Colo BOCES | West Central BOCES |

## Colorado School Library Statistics – 2002

### Staff Hours and Student Expenditures – Statewide

| School Level/ Enrollment Range Colorado (N=1,437) | Staff Hours per Student | | Expenditures per Student | | | | |
|---|---|---|---|---|---|---|---|
| | Endorsed librarian | Total paid staff | Print materials | Materials in electronic formats | Non-print materials | Electronic access to information | Total operating |
| **Average** | **6.69** | **15.17** | **$ 2.46** | **$ 1.31** | **$ 1.14** | **$ 1.69** | **$ 21.76** |
| 50% (Median) | 5.03 | 12.12 | $ 9.54 | $ 0.40 | $ 0.61 | $ - | $ 14.01 |
| 75% | 8.89 | 17.27 | $ 15.07 | $ 1.52 | $ 1.49 | $ 1.44 | $ 23.27 |
| 95% | 18.95 | 39.56 | $ 30.08 | $ 5.17 | $ 4.00 | $ 7.02 | $ 56.53 |

### Staff Hours and Student Expenditures – By Type of Library

| SCHOOL LEVEL | Endorsed librarian | Total paid staff | Print materials | electronic formats | Non-print | Electronic access | Total operating |
|---|---|---|---|---|---|---|---|
| **Elementary** | | | **(Number included =857)** | | | | |
| **Average** | **6.23** | **13.91** | **$ 10.99** | **$ 1.11** | **$ 0.96** | **$ 0.67** | **$ 16.00** |
| 50% (Median) | 5.89 | 12.30 | $ 8.43 | $ 0.41 | $ 0.48 | $ - | $ 11.75 |
| 75% | 9.35 | 16.30 | $ 12.94 | $ 1.36 | $ 1.21 | $ 0.61 | $ 19.29 |
| 95% | 17.47 | 28.16 | $ 25.72 | $ 4.05 | $ 3.29 | $ 2.46 | $ 40.54 |
| **Junior High/Middle** | | | **(Number included =264)** | | | | |
| **Average** | **6.42** | **13.77** | **$ 12.75** | **$ 1.00** | **$ 1.01** | **$ 1.26** | **$ 19.52** |
| 50% (Median) | 5.33 | 11.13 | $ 9.63 | $ 0.25 | $ 0.59 | $ - | $ 15.27 |
| 75% | 7.01 | 15.14 | $ 16.43 | $ 1.16 | $ 1.61 | $ 1.56 | $ 24.61 |
| 95% | 21.05 | 36.04 | $ 31.40 | $ 5.17 | $ 3.85 | $ 4.66 | $ 50.14 |
| **High Schools** | | | **(Number included =242)** | | | | |
| **Average** | **8.00** | **18.45** | **$ 13.93** | **$ 1.95** | **$ 1.53** | **$ 3.83** | **$ 34.22** |
| 50% (Median) | 3.37 | 11.30 | $ 12.24 | $ 0.41 | $ 0.83 | $ 2.50 | $ 21.39 |
| 75% | 8.77 | 21.23 | $ 17.86 | $ 2.02 | $ 2.61 | $ 4.83 | $ 32.97 |
| 95% | 28.57 | 58.33 | $ 33.04 | $ 10.71 | $ 5.40 | $ 14.15 | $ 101.19 |
| **Combined K-12 Schools** | | | **(Number included =74)** | | | | |
| **Average** | **7.97** | **23.01** | **$ 22.98** | **$ 2.57** | **$ 2.30** | **$ 6.66** | **$ 54.22** |
| 50% (Median) | 0.80 | 21.43 | $ 21.00 | $ 0.69 | $ 1.16 | $ 1.49 | $ 32.15 |
| 75% | 9.82 | 31.35 | $ 34.10 | $ 2.47 | $ 2.92 | $ 5.77 | $ 68.40 |
| 95% | 33.53 | 50.21 | $ 54.94 | $ 19.80 | $ 9.42 | $ 39.41 | $ 209.05 |

**Materials Per Student – Statewide**

| School Level/ Enrollment Range Colorado (N=1,437) | | Materials per 100 students | | | |
|---|---|---|---|---|---|
| | Volumes per Student | Print subscriptions | Audio | Video | Software |
| Average | **24.41** | **5.6** | **22.5** | **64.3** | **8.9** |
| 50% (Median) | 20.66 | 3.3 | 9.2 | 34.7 | 1.8 |
| 75% | 31.06 | 6.4 | 23.4 | 82.3 | 7.3 |
| 95% | 57.01 | 17.3 | 92.0 | 216.0 | 43.7 |

**Materials per Student – By Type of Library**

| Elementary | (Number included =857) | | | | |
|---|---|---|---|---|---|
| Average | **25.10** | **3.6** | **26.4** | **52.0** | **10.8** |
| 50% (Median) | 23.26 | 2.6 | 11.0 | 28.4 | 2.6 |
| 75% | 31.05 | 4.6 | 26.8 | 69.1 | 9.9 |
| 95% | 48.31 | 9.1 | 114.2 | 178.5 | 55.3 |
| **Junior High/Middle** | (Number included =264) | | | | |
| Average | **19.24** | **5.7** | **9.0** | **57.9** | **6.2** |
| 50% (Median) | 15.36 | 3.9 | 4.4 | 32.7 | 0.9 |
| 75% | 21.45 | 6.8 | 11.1 | 58.9 | 2.8 |
| 95% | 47.14 | 15.4 | 35.7 | 211.9 | 12.4 |
| **High Schools** | (Number included =242) | | | | |
| Average | **22.85** | **9.8** | **18.9** | **98.9** | **4.5** |
| 50% (Median) | 14.63 | 6.5 | 7.5 | 56.8 | 0.8 |
| 75% | 31.77 | 12.2 | 18.9 | 132.0 | 3.6 |
| 95% | 69.18 | 28.3 | 102.8 | 458.1 | 22.2 |
| **Combined Schools** | (Number included =74) | | | | |
| Average | **39.82** | **13.9** | **39.5** | **116.3** | **11.0** |
| 50% (Median) | 32.62 | 12.5 | 16.0 | 72.6 | 2.9 |
| 75% | 48.68 | 19.3 | 58.6 | 182.9 | 8.0 |
| 95% | 117.06 | 34.4 | 171.9 | 340.6 | 94.9 |

Source: Library Research Service, *see www.lrs.org/html_school/io_2002.htm*

## 2002 Colorado Education Facts

| | Fall 1998 | Fall 1999 | Fall 2000 | Fall 2001 | Fall 2002 | Percent Change From Fall 2001 |
|---|---|---|---|---|---|---|
| Number of School Districts | 176 | 176 | 176 | 178 | 178 | - |
| Public School Student Membership * | 699,135 | 708,109 | 724,508 | 742,145 | 751,862 | 1.3% |
| Number of Charter Schools | 60 | 69 | 77 | 85 | 91 | 7.1% |
| Charter School Student Membership | 14,495 | 17,822 | 20,155 | 24,658 | 28,785 | 16.7% |
| Home Based Student Membership | 8,827 | 9,719 | 9,331 | 9,380 | 8,910 | -5.0% |
| Non-Public School Students | 49,335 | 49,622 | 56,847 | 59,263 | 57,063 | -3.7% |

\*   Charter schools are public schools. Charter School Student Membership data is included in the Public School Student Membership counts

### Fall 2002 Pupil Membership by Type of Public School

| | Number of Schools | Student Membership |
|---|---|---|
| **School Type** | | |
| Elementary * | 923 | 226,990 |
| Middle/Junior High | 272 | 152,910 |
| Senior High | 290 | 360,163 |
| Alternative High | 8 | 10,772 |
| Other | 120 | 1,027 |
| Total | 1,613 | 751,862 |

* Includes 38 PK or Kindergarten only schools Total

*Library Development Services: Colorado State Library*

## Pupil Counts by Year

| Year | Pupil Counts by Year | Change from Previous Year | Percent Change |
|------|------|------|------|
| 1982 | 545,209 | | |
| 1983 | 542,196 | (3,013) | -0.6 |
| 1984 | 545,427 | 3,231 | 0.6 |
| 1985 | 550,642 | 5,215 | 1.0 |
| 1986 | 558,415 | 7,773 | 1.4 |
| 1987 | 560,236 | 1,821 | 0.3 |
| 1988 | 560,081 | (155) | *Less than 0.1% |
| 1989 | 562,755 | 2,674 | 0.5 |
| 1990 | 574,213 | 11,458 | 2.0 |
| 1991 | 593,030 | 18,817 | 3.3 |
| 1992 | 612,635 | 19,605 | 3.3 |
| 1993 | 625,062 | 12,427 | 2.0 |
| 1994 | 640,521 | 15,459 | 2.5 |
| 1995 | 656,279 | 15,758 | 2.5 |
| 1996 | 673,438 | 17,159 | 2.6 |
| 1997 | 687,167 | 13,729 | 2.0 |
| 1998 | 699,135 | 11,968 | 1.7 |
| 1999 | 708,109 | 8,974 | 1.3 |
| 2000 | 724,508 | 16,399 | 2.3 |
| 2001 | 742,145 | 17,637 | 2.4 |
| 2002 | 751,862 | 9,717 | 1.3 |

*Statewide, the rate of growth reached its all time high in 1991 and 1992 and has generally decreased since 1993. However, pupil membership has been growing since 1989.*

*Created 2/18/2003, Colorado Department of Education, Data & Research Unit*
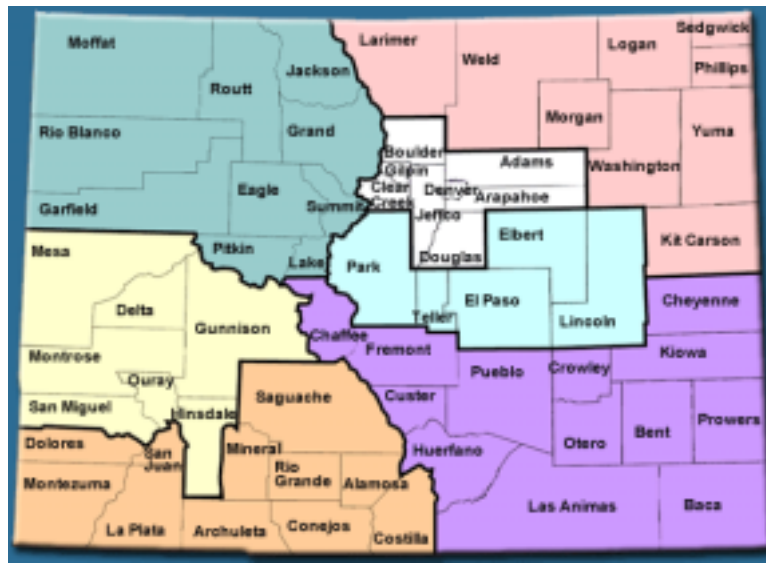
## Common Web Sites

| | |
|---|---|
| **CAL   COLORADO ASSOCIATION OF LIBRARIES** | www.cal-webs.org |
| **CDE   COLORADO DEPARTMENT OF EDUCATION** | www.cde.state.co.us |
| **CDP   COLLABORATIVE DIGITIZATION PROGRAM** | www.cdpheritage.org |
| **CoLAB COLORADO LIBRARY ADVISORY BOARD** | www.cde.state.co.us/cdelib/colab/colab.htm |
| **CDE   Colorado Education and Library Directory** | www.cde.state.co.us/edulibdir/directory.htm |
| **COLORADO LIBRARY JOB LINE** | jobline.aclin.org |
| **CSL   COLORADO STATE LIBRARY** | www.cde.state.co.us/index_library.htm |
| **CTBL  COLORADO TALKING BOOK LIBRARY** | www.cde.state.co.us/ctbl/index.htm |
| **CVL   COLORADO VIRTUAL LIBRARY** | www.aclin.org |
| **IMLS and  LSTA** | www.imls.gov/grants/library/lib_gsla.asp |
| **LIBRARY DIRECTORY (STATE LIBRARY/CVL)** | projects.aclin.org/directory/index.cfm |
| **LIBRARY LAW** | www.cde.state.co.us/cdelib/liblaw_index.htm |

## Regional Library Service Systems (as of September 1, 2003)

| | | |
|---|---|---|
| **AVRLSS** | **ARKANSAS VALLEY REGIONAL LIBRARY SYSTEM** | www.avrlss.org |
| **CCLS** | **CENTRAL COLORADO LIBRARY SYSTEM** | www.cclsweb.org |
| **HPRLSS** | **HIGH PLAINS REGIONAL LIBRARY SERVICE SYSTEM** | www.highplains.org |
| **PRLSS** | **PATHFINDER REGIONAL LIBRARY SYSTEM** (closed 7/31/03) | www.colosys.net/pathfinder |
| **PPRLSS** | **PLAINS AND PEAKS REGIONAL LIBRARY SYSTEM** | www.pprlss.org |
| **SLS** | **SOUTHWEST LIBRARY SERVICES** | www.swlibraries.org |
| **TRRLSS** | **THREE RIVERS LIBRARY SYSTEM** | www.colosys.net |

*Library Development Services: Colorado State Library*

## Regional Library Service System areas as of September 2003

*See www.cde.state.co.us/cdelib/slrlss.htm*



## CDE Educational Regions as of September 2003

*See www.cde.state.co.us/index_region.htm*

❖ For more about CAL-related organizations     *see* **www.cal-webs.org**

❖ For more ALA-related organizations     *see* **www.ala.org**
*then "our association" on the upper menu*

❖ For more library-only terms and definitions     *see* **www.wcsu.edu/library/odlis.html**

❖ For more internet related terms and acronyms     *see* **www.netlingo.com/inframes.cfm**

❖ For more education-related definitions     *see* **www.ascd.org**
*then type "lexicon" in the search box*

❖ For more GIS and tech-related terms     *see* **www.esri.com/library/glossary/glossary.html**

This publication was prepared at the request and for the benefit of CoLAB members. It is not intended to be a comprehensive list of all possible terms and acronyms in current use, but represents those in common usage in libraries, schools, education, library organizations, the Department of Education, State Library, government, and related associations around the state.

Definitions were created to provide a basis for understanding the concept. They are not necessarily complete, nor intended as the only definition. Context, background, or experience may dictate other possible meanings for some words. There are at least two "test errors" in this document. If you find them, congratulations.

Thanks to Plains and Peaks Regional Library System for permitting use of portions of a similar publication developed for PPRLSS members.

All Web sites were active as of September 15, 2003.

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**A library is not a luxury but one of the necessities of life.**
— Henry Ward Beecher

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