

## **MEMORANDUM**

**TO:** William Louthan, Provost

**FROM:** Theresa Byrd, Director of Libraries

**DATE:** January 10, 2002

**SUBJECT: REPORT TO THE TRUSTEES FOR JANUARY 2002**

### **NEWS FROM THE LIBRARY**

Theresa Byrd, Director of Libraries, coordinated the University's United Way Campaign for 2001. The University contributed \$17,663 to the United Way of Delaware County.

Theresa Byrd, Director of Libraries, serves as co-chair of the Martin Luther King Committee and has worked diligently on preparations for the 2002 MLK Program. This year the Sunday, January 20 speaker is The Rev. Dr. Susan K. Smith. Yvette McGee Brown, President of the Center for Child and Family Advocacy, is scheduled to be the speaker at the MLK Breakfast on January 21. The MLK Breakfast is expected to attract 350 attendees from local businesses, schools, and the college community.

On November 5, Theresa Byrd, Director of Libraries, and Susan Cohen, Archivist of the Archives of Ohio United Methodism, along with members of both the East and West Ohio Methodist Conferences, approved "The Statement on the Archives of the Ohio United Methodism." This statement solidifies the merger of the East and West Methodist Collections at OWU." It will serve as the memorandum of agreement among the three parties (OWU, the East Ohio Methodist, and the West Ohio Methodist) for managing the collection. The memorandum will be presented to the Provost and the President for final approval. At this time, Special Collections is being expanded to accommodate the Methodist Collection.

Theresa Byrd, Director of Libraries, attended the Association of College and Research Libraries Board Retreat in Chicago, Illinois.

The OWU Library System will be participating in the LibQUAL Assessment that is being sponsored by OhioLINK, the consortium of academic libraries in Ohio. LibQUAL is a research and development project that aims to define and measure library service quality across various academic libraries and to create useful quality-assessment tools for local planning. It will assist library personnel in measuring library users' perceptions of services. In terms of a national benchmark, especially from data gathered from other liberal arts libraries, the library personnel will be able to identify best practices in providing services. The LibQUAL survey is scheduled to be distributed to various constituencies at OWU via the web on March 4. Deborah Carter-Peoples, the Science Librarian, will be coordinating the LibQUAL initiative.

The Science Branch Library moved from its Stewart Hall location to its temporary location on the third floor of Beeghly Library. Its new home will be on the Bigelow-Rice main floor upon completion of the Science Initiative. Science Librarian Deb Carter Peoples, who helped coordinate the move, has her office in the former conference room on the third floor of Beeghly. To accommodate the move of the Science Branch Library into Beeghly, we acquired some used shelving from The College of Wooster and moved the Stewart shelving. Chief of Circulation Bernard Derr helped build shelves.

OWU's Faculty-librarian collaborative initiatives continued to grow as a result of the Five Colleges of Ohio Mellon Foundation Information Literacy project grants. Danielle Clarke continued her work with the Education Department. Paul Burnam worked with Dr. Burt, Zoology, in "Writing for the Sciences" and Dr. Arribas, Modern Foreign Languages, with "Cervantes and the Quijote." Tom Green worked with Dr. Twesigye's two sections of "Critical Issues in Religion and Ethics." Joy He promoted information literacy throughout the Physical Education major. Deb Carter Peoples worked with Dr. Krygier, Geography, in "Introduction to Physical and Environmental Geography," "Power of Maps," and "Cartography and Visualization." Spring semester Joy He will teach "Economic Development" with Dr. Rahman, Economics; Tom Green will teach "Problems in Human Prehistory" with Dr. Peoples, Sociology/Anthropology; and Deb Carter Peoples will teach "Igneous and Metamorphic Petrology" with Dr. Martin. Next Fall Paul Burnam will work with Dr. Anderson in "Ecology and the Future of the Biosphere," Deb Carter Peoples with Dr. Grunkemeyer in "Instrumental Analysis," and Margie Wiers with Dr. Roden in several Music courses.

Danielle Clarke provided library instruction to three sections of "College Success." In an effort to reach English 105 exempts, we divided the 130 exempts among five librarians who then contacted each student offering personalized help in making the most of library resources. Danielle Clarke hosted orientation tours for eleven Big Walnut High School students and a Marysville High School AP class. Paul Burnam provided a tour for Olentangy Shannon Middle School students. A dozen faculty members attended an ERes session taught by Bernard Derr and about the same number attended the Cybercheating workshop presented by Paul Burnam.

Kenneth Crews, Professor in the Indiana University School of Law - Indianapolis and in the School of Library and Information Science, is a nationally recognized authority on copyright law and the needs of higher education. He addressed an audience of Ohio Wesleyan faculty and staff and librarians from the Five Colleges of Ohio Consortium on "Copyright and Intellectual Property." Librarians, including representatives from the Five Colleges of Ohio Consortium, attended a preliminary session with Dr. Crews that focused on library-related issues. A joint memorandum on copyright from Provost William Louthan and Director of Libraries Theresa Byrd went to all teaching faculty. It covered such issues as reserves, Web pages, audiovisual materials, coursepacks, and software. Dr. Byrd is the campus copyright agent. Marsha Zavar, Interlibrary Loan Manager and Public Services Office Manager, is securing copyright permissions for reserve materials.

Martha Powers was hired as the Technical Services & Government Documents Assistant. We upgraded our index of government publications from a stand-alone CD-ROM workstation to campus-wide access through MarciveWeb DOCS. We also started receiving labels from Marcive. In the coming semester, we anticipate adding Documents Without Shelves, which will provide hyperlinks to electronic government publications from the online catalog.

New OWU database purchases included

- "American Civil War: Letters and Diaries," which provides access to the writings of politicians, generals, slaves, landowners, farmers, seaman, wives, and even spies;
- "North American Women's Letters & Diaries, Colonial-1950"; and the
- JSTOR Business Collection to our JSTOR holdings.

The OhioLINK supplied database "BioethicsLine" is now part of Medline and "Worldwide Political Science Abstracts" replaced ABC POL SCI.

Near the end of the semester, sixteen computers were ordered. These will allow us to upgrade our online catalog system to use the Innopac Millennium software. It uses Web thin client technology. That is, the main application resides on the server while a browser drives the applets downloaded by the server. It moves from a text version of the software to a graphical user interface. The new computers will be placed at the Beeghly, Audiovisual Center, and Music Circulation Desks. We will also upgrade the workstations at the Beeghly Reference Desk, InterLibrary Loan office, and CONSORT/OhioLINK staging area. Technical Services staff members will upgrade their computers, too, to take full advantage of the acquisitions, cataloging and serials modules. We also order additional RAM to upgrade existing workstations throughout the libraries.

In an effort to speed up the book ordering process – that is, the amount of lag time between when a book is ordered and received in the libraries, the Acquisitions Department began sending GOBI Select records to Yankee Book Peddler on November 8, 2001. By November 19, we began to receive some books with OCLC PromptCat records. The normal time period for ordering and receiving books is 6 to 8 weeks or longer. Thus, this new service is significant because it allows the libraries to receive books completely processed within two weeks, which means that books will now be available to faculty and students quicker than ever before. To date, 437 books have been purchased through the GOBI/PromptCat process. All new books appear on the New Book Shelves in Beeghly or the branch libraries, as well as on the OWU Library System's Home Page.

The CONSORT schools (The College of Wooster, Denison University, Kenyon College, and Ohio Wesleyan University) continue to work on the Mellon Cooperative Collection Development Project. Currently, the four schools' collections will be analyzed to identify items for weeding because the books are no longer suitable for academic libraries. Each of the four collections will also be compared with *Books for College Libraries and Choice's Outstanding Academic Titles* in an attempt to determine the strengths and weaknesses of the collections. Moreover, the four schools have agreed to begin

cooperative collection development in the areas of Asian Studies, playscripts, and exhibition catalogs.

Throughout the fall semester, Theresa Byrd and Bonnie Mahle, with input from other staff members, completed several library statistical reports, such as the State Library of Ohio report, the ACM/GLCA report, the Oberlin Group report, the Independent Colleges of Ohio report, and an update for the American Library Association Directory.

Library personnel selected a new masthead and layout for the Friends' of the Library newsletter, *at the Library*.

### **UNIVERSITY ACTIVITIES/COMMITTEES**

- Paul Burnam taught sessions as part of Latin Day for high school students and teachers.
- Tom Green and Bonnie Mahle continued service on the Reclassification Committee.
- Theresa Byrd attended the Teaching, Learning, and Cross-Cultural Programming Committee meetings.
- Theresa Byrd attended the Department Chairs meeting.
- Theresa Byrd attended the Provost Staff meetings.
- Theresa Byrd, Tom Green, Paul Burnam, Danielle Clarke, Xudong Jin, and Joy He attended faculty meetings.

### **CONSORTIA, OHIO FIVE, AND OHIOLINK**

- Paul Burnam attended OhioLINK Lead Implementors meetings. He was appointed to the Ohionet Reference and Resource Sharing Council and the OhioLINK Users Services Committee.
- Danielle Clarke attended Ohio 5 Information Literacy Planning Subcommittee meetings.
- Chuck Della Lana attended Ohio 5 AV/Media Subcommittee meetings and was elected chair.
- Bernard Derr and Marsha Zavar attended an Ohio 5 meeting on ERes. Bernard was appointed to the CONSTor Subcommittee.
- Tom Green attended a CALICO program on "Training Options for Our Most Valuable Resource: Our Support Staff."
- Joy He attended Ohio 5 Government Documents Subcommittee meetings, including hosting one.
- Marsha Zavar completed a three-year term on the OhioLINK Inter-Campus Services Committee.
- Paul Burnam and Tom Green attended the OhioLINK Reference Conference.
- Theresa Byrd, Deb Carter Peoples, and Tom Green received LibQUAL+ training.
- Theresa Byrd attended the OhioLINK Promotional Task Force meeting.
- Theresa Byrd and Xudong Jin attended the OhioLINK Collection Building Summit.
- Theresa Byrd attended the OhioLINK Independent College Directors' meetings.

- Theresa Byrd attended the Ohionet Board meeting.

### **PROFESSIONAL MEETINGS AND WORKSHOPS**

- Paul Burnam, Deb Carter Peoples, Tom Green, and Joy He presented the program "Camp as a Catalyst for Change" at this year's Academic Library Association of Ohio Annual Conference. Danielle Clarke and Margie Wiers also attended. This year's theme was "Thriving on Chaos, Leading Change."
- Deb Carter Peoples took Chemical Abstracts' "STN Basic Training."
- Tom Green attended Stephen Covey's Columbus workshop "Leadership Is a Choice: The Four Roles of Leader."
- Margie Wiers attended the Ohionet workshop "OCLC Searching."
- Marsha Zavar learned more about ILLiad software from a site visit to Oberlin College.
- Theresa Byrd attended EDUCAUSE, the premiere information technology conference, October 28-31, in Indianapolis, Indiana.
- Paul Burnam, Deborah Carter-Peoples, and Theresa Byrd attended the OCLC Spectrum Dinner in support of minority scholarships for people to attend library school.
- Carol Holliger attended the 21<sup>st</sup> Annual Charleston Library Conference – "Issues in Book and Serial Acquisitions," November 1-3, 2001, in Charleston, South Carolina.