

## **MEMORANDUM**

**TO:** David Robbins, Interim Provost

**FROM:** Theresa S. Byrd, CIO/Director of Libraries

**DATE:** January 9, 2006

**SUBJECT: REPORT TO THE TRUSTEES**

### **LIBRARIES AND INFORMATION SERVICES**

In an effort to better meet the needs of first year students, Danielle Clarke and Lisa Hoops greeted students outside the front doors of Beeghly Library on the first day of classes. They handed out campus maps and answered questions about the location of campus buildings. They also distributed yellow highlighters imprinted with "OWU Libraries and Information Services" to both new and returning students. Additionally, a first-year student FAQ (frequently asked questions) flyer was distributed to students and in English 105 classes throughout the semester.

Student response to the "Information Commons" has been gratifying. The 34 computers on Beeghly's main floor (equipped with access to the Internet, library resources, course-related software, word processing and other office productivity software) are in constant demand. The 20 circulating wireless computers have been very popular and we continue to register more and more students who have their own notebook computers. A third access point was added on the third floor of Beeghly to better serve wireless users. The Computer Help Desk moved from the basement of CORNS to the Information Commons. Patty Bisker has been training students to not only answer student help desk calls and e-mails, but also to troubleshoot the printers and computer workstations in the Information Commons. The all-night study in the Beeghly MicroLab became operational and was well used. We continue to plan for the makeover of the Beeghly MicroLab into an Internet café. We closed access to this space at the end of fall semester and look forward to opening the Internet café near the middle of March.

At this fall's Ohio GODORT (Government Documents Round Table) meeting, we celebrated 160 years as a Federal Depository Library. Ohio Wesleyan University's Beeghly Library was designated a selective depository for U. S. Government documents in 1845 and continues as one of the longest running continuous members of the Federal Depository Library system. We have a rich and historical collection of government documents and currently receive about 27 percent of everything the federal government publishes. At the anniversary celebration, Dr. Theresa S. Byrd welcomed guests. Jon M. Peterson, Ohio State Representative from the Second District, offered brief remarks. John Spencer Walters, the Regional Depository Librarian at Utah State University, was the keynote speaker. In addition to serving the curricular and research needs of the

University, we are also dedicated to providing free and unrestricted access to government information for Delaware County citizens.

Dr. Jim Peoples, professor of Sociology/Anthropology and director of the East Asian Studies program, is the on-campus coordinator for an “Asian Art in the Undergraduate Curriculum Grant.” The ASIANetwork received a \$370,000 grant from the Henry Luce Foundation to help institutions like Ohio Wesleyan identify and make instructional use of Asian art and visual culture. Hilda Wick has taken an inventory of artifacts from China, India, Japan, and Korea in Special Collections. Jennifer Friedman took digital pictures of these items. Xudong Jin researched the importance of selected Chinese artifacts and translated Chinese inscriptions. If this grant proposal is funded, a consultant will visit campus for two or three days to view and evaluate our collection. It is anticipated that a book and DVD will result from this grant.

Seven faculty workshops (84 participants) were offered this semester. Bernard Derr introduced “The New ERes.” Barry Bandstra, Hope College, demonstrated “Moodle: What Is It and How Can It Help Me?” Alex Wirth-Cauchon, MITC’s (Midwest Instructional Technology Center) Associate Director, provided two half-day workshops on “Extending Classroom Discussion with Electronic Tools.” Chuck Della Lana gave a hands-on demonstration of “Scanning Basics.” Paul Burnam and Danielle Clarke led a discussion on “The Specter of Plagiarism: Exorcising Ghost Writers.” Marsha Zavar and Chuck Della Lana provided an update on “Copyright Issues.” Patty Bisker showed “Cool Tools” in a presentation on blogs, wikis, surveys and more.

Four student workshops (23 participants) were offered during the semester. Tom Green and Jason LaMar registered notebook computers for wireless access. Patty Bisker offered “Introduction to Excel” in two sessions and taught another session on “Large Format Printing.” Paul Burnam and Danielle Clarke led a workshop on “Databases Demystified.”

Library staff members provided tours for area schools. Danielle Clarke provided an orientation session for AP students from Big Walnut High School. Jennifer Friedman led a tour for 7<sup>th</sup> grade students from Olentangy’s Shanahan Middle School.

Judy Orahood, Cataloging Manager, and Martha Powers, Technical Services and Government Documents Assistant, after going through training, began working at the Information Services Faculty/Staff Helpdesk 2 hours a week.

From the end of 2005 through the beginning of 2006, the most significant and far-reaching task for Information Services was the development of the Campus Data Infrastructure Upgrade Project (CDIUP). Funded in parallel with the campus-wide voice system upgrade, the CDIUP promises to provide a world-class, state-of-the-art technology framework for OWU’s data services. The CDIUP will address legacy problems with intra-building physical cabling and network closets while simultaneously enhancing inter-facility connectivity. Extensive investment already has been made in equipment and contractor services, with University Hall and Slocum Hall being the first

major beneficiaries. In the coming months, all campus facilities will reap the benefits from this groundbreaking campus project, which is being spearheaded by Harold Wiebe, Dave Henderson, and Jason LaMar.

In Network Services, the major initiative for early 2006 is a new, centralized data backup solution that will completely transform the archiving and restoration process for critical institutional information. Previously, mission-critical University data has been backed up on several decentralized, outdated systems across multiple servers that have not been interconnected nor provided efficient restoration in data recovery situations. The new backup solution will streamline the archiving process into a single, staged backup system with massive Network Attached Storage (NAS) that is far more robust, scalable, and redundant than the existing process. Harold Wiebe and Jason LaMar will be instrumental in this deployment, along with input and assistance from Dave Henderson and John Topping.

User Support's focus for the Spring 2006 semester will include the implementation of the new Impulse Point Safe Connect endpoint security policy management system for students. With this system, Information Services will be able to more effectively identify, isolate, and manage problematic desktop and laptop systems in the OWU residential environment, using a combination of centralized hardware and distributed software. The Impulse Point paradigm is a pro-active, system-wide approach that will translate into better overall network security, integrity, and stability as well as fewer malicious software problems on individual student computers. Patty Bisker, Joanne Pohlman, Brad Stake, Dave Henderson, Harold Wiebe, and Jason LaMar will be the key players in this plan.

For Administrative Computing, 2006 will bring the ongoing evolution of specialized projects to support the administrative and academic functions of the University. Doris Yang is enhancing online access to Human Resources and Accounting features, including the recent implementation of a Web-based Flexible Spending Account (FSA) application for all employees. Meanwhile, Dan Cring is developing important new Web- and database-driven applications for the Student Life division — including Residential Life, Counseling Services, and Career Services — while also refining departmental bulk printing operations. And Kirk Turner-Rustin is focusing on data entry/manipulation techniques for University Relations — including Alumni Records, Alumni Relations, and Development — and for the Pre-Medical/Pre-Dental academic evaluation program, while at the same time working toward a new server architecture to better handle Web transactions with the University's central database. Finally, John Topping is in the process of migrating the entire institutional database system to a new server platform that will improve its performance exponentially.

The Fall 2005 issue of *LIS Connections*, the LIS newsletter, was published and distributed to the University community.

## **UNIVERSITY ACTIVITIES/COMMITTEES**

- Dr. Theresa Byrd, Tom Green, and Carol Holliger attended the semi-annual meeting of the Joint Archives of Ohio United Methodism.
- Dr. Theresa Byrd and Tom Green met with other campus administrators and representatives of the Class of 2004 to plan for their class gift of a café in Beeghly Library.
- Paul Burnam is serving on the Development Research Associate Search Committee.
- Danielle Clarke received Sexual Assault Board training from Brett Sokalov, founder and president of the National Center for Higher Education Risk Management.
- Chuck Della Lana co-taught the Visual Anthropology course.
- Jennifer Friedman is the co-advisor of the Anime Club. She presented “To Google or Not to Google: That’s the Question” for a Greek Week event.
- Tom Green served as chair of the Executive Committee of the Faculty, continued as co-advisor of the Bishops Chess Club, and was appointed as the administrative representative to the University Appeals Board. He provided a tour of Beeghly Library for Office of Admission staff members.
- Carol Holliger provided a tour of Special Collections for visitors from Kwassui University in Nagasaki, Japan.
- Peter Szabo taught a section of Music Appreciation.
- Xudong Jin continued to serve as Chinese Cultural Club adviser.
- Xudong Jin continued to serve on Affirmative Action Council.
- Patty Bisker, Paul Burnam, Jennifer Friedman, Joy Gao (Chair), and Joyce Laurence attended Web Usability Team meetings.
- Dr. Theresa Byrd attended the Teaching, Learning, and Cross-Cultural Programming Committee meetings.
- Dr. Theresa Byrd co-chaired the Martin Luther King Committee meetings.
- Dr. Theresa Byrd chaired the Affirmative Action Task Force.
- Dr. Theresa Byrd served on the Provost Search Committee.

## **BOARD, CONSORT, FIVE COLLEGES, AND OHIOLINK**

- Dr. Theresa Byrd attended the OHIONET Board meetings, the OhioLINK Independent Library Directors meetings, and the OhioLINK Library Advisory Committee meetings. In addition, she attended United Way Board meetings.
- Paul Burnam joined the OhioLINK Digital Resource Center Steering Committee.
- Lisa Hoops attended OhioLINK New Directors/Senior Staff meeting.
- Tom Green and Xudong Jin attended a Five Colleges of Ohio Collection Development and Management Subcommittee meeting.
- Tom Green attended the OhioLINK subject group meeting for Philosophy and Religion.
- Joy Gao and Xudong Jin attended Five Colleges of Ohio CONSORT Cataloging Subcommittee meetings.

- Joy Gao and Martha Powers attended Five Colleges of Ohio Government Documents Subcommittee meeting.
- Dr. Theresa Byrd attended the Five Colleges of Ohio joint meeting for IT and Library directors.
- Deb Peoples attended the annual meeting of the OhioLINK Chemistry Collection Managers.
- Xudong Jin attended the OhioLINK's DMSC (Database Management and Standards Committee) meetings.
- Joyce Laurence attended the OLSSI (Ohio Library Support Staff Institute) Steering Committee meetings.
- Martha Powers attended fall 2005 Ohio GODORT meeting.

### **PROFESSIONAL MEETINGS AND WORKSHOPS**

- Paul Burnam attended Geoff Payne's OCLC presentation "Institutional Repositories Down Under: The Arrow Project Revisited" and Microsoft Senior Researcher Cathy Marshall's OCLC seminar "A Personal Digital Dark Ages: Assessing the Fate of Our Digital Belongings." He attended the Ohio Theological Library Association's workshop on "Plagiarism Challenges, Strategies, Policies and Practice." He participates in the Academic Library Association of Ohio (ALAO) board meetings as the representative of the Government Relations Team.
- Paul Burnam, Danielle Clarke, Joy Gao, Deb Peoples, Peter Szabo, and Marsha Zavar attended the ALAO Annual Conference "Setting the Stage: New Roles in the Library."
- Dr. Theresa Byrd, Tom Green, and Jason LaMar attended the EDUCAUSE Annual Conference "Transforming the Academy: Dreams and Reality" in Orlando, Florida.
- Jason LaMar attended the OARnet, the Ohio-based Internet Service Provider, meeting.
- Jennifer Friedman attended the MITC (Midwest Instructional Technology Center) workshop "State of Art History" at Grinnell College. She is the membership chair of the American Library Association's New Members Roundtable.
- Joy Gao hosted the Ohio GODORT meeting.
- Carol Holliger hosted the East Ohio Archives and History Committee and the West Ohio Archives and History Committee meetings. She also presented a program on "Using the Archives of Ohio United Methodism" for the Marion County Genealogical and Historical Societies.
- Deb Peoples serves on the Chemical Abstract Services Academic Advisory Committee and the Central Ohio Special Libraries Association Board.
- Peter Szabo attended the Midwest Chapter of the Music Library Association's Annual Conference in Lexington, Kentucky.
- Marsha Zavar had three OCLC staff members observe her resource sharing work flow as they revise protocols that interface circulation and interlibrary loan functions.
- Dr. Theresa Byrd and Patty Bisker attended the Ohio Learning Network's state-

- wide course management system's meeting.
- Dr. Theresa Byrd, Xudong Jin, and other librarians met with two librarians from Shanghai Library in China who were visiting The Ohio State University Libraries.
  - Xudong Jin attended Eastern IUG (Innovative Users Group) 2005 at Wright State University.
  - Xudong Jin attended NOTSL (Northern Ohio Technical Services Librarian) workshop "Go Figure: Statistical Jousting in the Technical Services Arena."
  - Judy Orahoad attended ALAO SSIG (Academic Library Association of Ohio Support Staff Interest Group) Planning meeting.
  - Dr. Theresa Byrd attended the Council on Library and Information Resources Chief Information Officers meeting.
  - Dr. Theresa Byrd was one of ten NITLE (National Institute for Technology and Liberal Education) representatives to attend the Coalition of Network Information Task Force meeting.