

RILO Minutes

December 2, 2005

Present: Paul Burnam, Danielle Clarke, Jennifer Friedman, Tom Green, Lisa Hoops, Deb Peoples, Peter Szabo (for a few minutes)

Announcements

1. Café Update: For the interim, planning on part of Buildings and Grounds will be handled by Dennis Wall due to the illness of Chris Setzer. The lab that is now occupying the area that will become the café will be closing on the 22nd of December 2005 in order to begin removal of the current computers and furniture in order to start construction. The lab will be permanently closed until the opening of the café which is tentatively scheduled for the middle of March 2006. Construction will be taking place over the end of semester break and will continue into the spring semester. Classes and meetings taking place in the library may need to be adjusted in order to prevent disturbances caused by this construction. The financial details regarding the café are still in process.

2. Search Update: Tom Green, Paul Burnam, Martha Powers, and Roslind Scott have been selected to act as the search committee for the position of Public Services Librarian (Part-time) created by the impending departure of Jennifer Friedman. Print ads for the posting will begin the weekend of December 9th 2005. Some online postings have already been submitted and one application has been received. Review of the applications will begin after January 6th 2006, and the setting up of interviews will begin a week or two after this date. It is hoped that the position will be filled by February 1st 2006. After the departure of Jennifer on December 22nd 2005, Xudong Jin will be handling the book orders for her department assignments and Danielle Clarke will be handling corresponding information literacy needs.

3. Chinese Librarians' Visit: On December 8th 2005 two librarians from Shanghai China will be visiting the library.

Discussion

1. The library has been contacted by OCLC regarding finding OWU students to participate in a research study. We will be contacting the appropriate people at OCLC's Usability Lab in order to get more information on the study before we choose whether or not to participate.

2. It was decided that Endowed funds will be used to purchase two big ticket items. One being the four volume set entitled "Defending Public Schools" for the Education Department. The other being the 28 volume set entitled "Encyclopedia of Chemical Technology" which the Chemistry department will also be contributing funds towards.

3. The Spring semester weekend reference desk schedule was approved with only one minor change. The final schedule will be posted soon.

4. It was decided that a blog will be set up by Jennifer, Danielle, and Joy in order to help facilitate communication among the librarians who work the reference desk.

5. In the Fall Semester 7 faculty and 4 student workshops took place. The Spring Semester workshops were then discussed. The tentative topics and schedules are as follows:

Student Workshops:

- Special Collections open house
- Large format printing
- Making WebPages simple

Faculty Workshops

- On February 1st 2006 Cable Green from the Ohio Learning Network will introduce various course management software programs available to faculty.
- On March 29th 2006 Peter Murray will discuss the Ohio Digital Resource Center and introduce faculty to the ways in which they can get materials loaded.
- Chuck Della Lana along with representatives from NITLE will be holding work shops on videography and digital imaging. These two days worth of workshops will be taking place May 17th and 18th 2006 with one and a half days reserved for the Videography portion and the other half day for digital imaging.
- A workshop on GIS was proposed.

Other business

1. It was announced that Amazon.com is the new fulfillment partner for Open WorldCat. The service aids researchers in the purchasing of materials.

Next meeting: February 17, 2006

Agenda: Lisa

Minutes: Xudong

Minutes submitted by Lisa Hoops

12/2/05