

MEMORANDUM

To: Dr. Theresa Byrd, Director of Libraries
cc: Public Services Staff

From: Tom Green, Associate Director of Libraries and Head of Public Services

Date: January 5, 2004

Re: **FALL 2003 PUBLIC SERVICES HIGHLIGHTS**

The Andrew W. Mellon Foundation grant to the Five Colleges of Ohio “Integrating Information Literacy into the Liberal Arts Curriculum” ended June 30th. As we had hoped, the faculty-librarian collaborations formed during the three year grant period continued to grow and develop. Librarians taught information literacy skills in many classes previously awarded grants and were invited to teach in new classes. Near the end of the semester, four grants using local funding were awarded to faculty members who had not previously received one.

Dr. Theresa Byrd formed and led a library staff marketing team. An outside consultant, Kathryn Paugh, met with the team several times this past semester. One outcome will be an ad promoting the library on the back inside cover of the Winter issue of the *Ohio Wesleyan Magazine*. The team plans to develop a comprehensive marketing plan for the library.

A new initiative is the Ohio Wesleyan University Libraries Research Award. A \$500 prize from the Friends of the Libraries will be given to a senior who completes an outstanding research paper during the spring semester of the junior year or the senior year. Faculty mentors will nominate student papers. A committee composed of faculty, librarians, and a representative from the Friends will judge submissions. We plan to announce the winner at a “Celebration of Scholarship” during the 2004 National Library Week.

International students are heavy users of the library. We see the need, however, to introduce new international students to library services early in their academic careers and to better inform them of the full range of library services available. We invited international students to a reception in the middle of the semester. This event was lightly attended. We plan to seek ways to reach out to this important constituency of library users earlier in the Fall semester, perhaps during Orientation Week.

The Music Library, located in the basement of Sanborn Hall, was closed temporarily during the first half of the semester because of problems with mold. A library task force developed a plan of action to address this problem. Fortunately, the mold was found to be non-toxic. With help from Buildings and Grounds staff, the books, shelves, carpet and chair fabric were cleaned. Peter Szabo, Music Librarian, and Joyce Laurence, Technical Services Assistant, oversaw this cleanup work. The temperature and humidity of the library need to be monitored, especially during the summer when the library is closed. Buildings and Grounds staff will provide automatic drainage of the dehumidifier prior to next summer.

The library is filled with valuable books and other items. Unfortunately, a painting that had been

hanging in the Bayley Room was discovered to be missing. This room is heavily used for lectures and programs. The exact time the painting was removed has not been ascertained. The remaining paintings that were hanging in this room have been relocated to Special Collections.

Spring semester faculty members will be required to password electronic reserves. Fall semester we had an incident where a faculty member was contacted about a publication posted on an open ERes account. We had been seeking copyright permission for this book chapter and it was resolved without legal action. By requiring passwords we will better meet the provision of fair use in the copyright law that limits access to students enrolled in the course. In another copyright related issue and because of recent incidents at other colleges, we notified faculty members that films shown outside the classroom require public performance rights.

Computers in the library are very popular with students. In an effort to discourage waste, we intend to implement software that will track the use of printing. Students will be allotted 400 print credits per semester. Information Systems is installing Pcounter software for this purpose. This software is being used successfully at Kalamazoo College and DePauw University.

Bernard Derr provided an ERes workshop for 7 faculty members. Danielle Clarke provided a library tour for an Olentangy 7th grade visit.

The following in-service training sessions were held:

- Bernard Derr provided Beeghly Circulation Desk cross-training.
- Chuck Della Lana provided Audio Visual Center cross-training.
- Michael Zeoli, YBP Library Services, provided GOBI2 training.

Public services library staff members are involved in many professional activities outside the library. Some activities within the University community included:

- Paul Burnam served as library liaison on the National Colloquium planning committee and as the affirmative action representative for the Development Office's Research Associate search committee.
- Danielle Clarke continued work with the Sexual Assault Hearing Panel, served as an Orientation Mentor, and participated in Fraternity House Advisor peer sessions.
- Tom Green served as chair of the Executive Committee of the Faculty and continued as co-advisor of the Bishops Chess Club.
- Tom Green and Bonnie Mahle completed service on the Reclassification Committee.

Consortia activities included:

- Paul Burnam attended OhioLINK Lead Implementors meetings, chaired the Web Enhancement Subcommittee of the OhioLINK Users Services Committee, and served on the Ohio Commons for Digital Education Conference Planning Committee. He participated in a teleconference meeting of the Ohio5 Reference and Instruction Subcommittee.
- Paul Burnam was a presenter and Danielle Clarke attended an OhioLINK regional briefing.

- Theresa Byrd, Chuck Della Lana, Bernard Derr, and Marsha Zavar attended an Ohio5 Access Services Subcommittee meeting.
- Theresa Byrd, Tom Green, and Xudong Jin hosted an onsite visit with Gene Gummo, OHIONET OCLC Service representative, and Doug Potts, OCLC Senior Library Services Consultant.
- Chuck Della Lana collaborated with Margaret Fete, Modern Foreign Languages, and faculty at Earlham College, Lawrence University, and The College of Wooster to develop DVD materials for teaching French language and culture.
- Tom Green and Xudong Jin attended Ohio5 Collection Development & Management Subcommittee meetings.
- Joy He and Martha Powers attended Ohio5 Government Documents Subcommittee meetings.
- Deb Peoples attended a meeting of the OhioLINK Chemistry Librarians.

Professional meetings and workshops included:

- Paul Burnam attended the Virtual Reference Desk Conference “Integrating the Virtual Reference Experience: Theory and Practice” in San Antonio, Texas.
- Danielle Clarke, Joy He, Xudong Jin, Vickie Melicher, Judy Orahood, Deb Peoples, and Marsha Zavar attended the ALAO Annual Conference “Information, Innovation, Inspiration – Making the Connection.”
- Danielle Clarke, Tom Green, Joy He, Xudong Jin, and Deb Peoples attended OhioLINK’s “Cooperative Collection Development: Walking the Walk.”
- Tom Green and Dr. Jan Smith, Sociology/Anthropology, attended “Information Literacy/Fluency Instructional Technology: An Evaluation Workshop” in Chicago funded by the Andrew W. Mellon Foundation.
- Joy He attended the Ohio GODORT meeting held at the University of Dayton.
- Deb Peoples attended “Managing the Library’s Image” workshop sponsored by the Ohio Valley Area Libraries. She serves on the ALAO Annual Conference Planning Board and the Chemical Abstracts Library Advisory Committee. She wrote a book review on *Grzimek’s Animal Life Encyclopedia* for *Booklist* and reviewed *Building Blocks of Nature: Supplement to the MacMillan Encyclopedia of Physics* for *Reference and User Services Quarterly*.
- Marsha Zavar attended OHIONET workshops on “Advanced ILL Using the Web” and “ILL Update.”