

MEMORANDUM

To: Dr. Byrd, Chief Information Officer & Director of Libraries
cc: Public Services Staff

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

Date: September 17, 2008

Re: **SUMMER 2008 PUBLIC SERVICES HIGHLIGHTS**

The Bashford Lounge area on the first floor of Beeghly Library was remodeled to extend the 24/7 student space in the library cafe. A wall was constructed between the Bashford Lounge and the art exhibition space with doors that can be locked when Beeghly closes. Carpeting was replaced on the main floor of Beeghly and wood flooring was added in the art exhibition space and around the Beeghly Circulation Desk.

Carol Holliger is adding CONSORT records for manuscript collections in the Archives of Ohio United Methodism. This will provide keyword, author, and title access to more than 500 hidden resources in our collection. These are brief records and were not uploaded to OCLC.

Some other summer projects included an LIS home page revision that streamlined the page and made use of rotating images. In Rare Books, all the LC books were shifted to make room for incoming reclassified volumes. Also, a stack range was secured with 5 metal rods to keep it from collapsing.

After eighteen years of service as a Public Services Librarian, Paul Burnam resigned at the end of the 2007-2008 academic year. He accepted a position as the library director of the John W. Dickhaut Library at the Methodist Theological Seminary in Ohio. A national search was conducted and Dee Peterson was hired to fill his position. She graduated summa cum laude with a B.A. in History from the Robert E. Cook Honors College at Indiana University of Pennsylvania. She did coursework towards a Master of Arts in Early American Culture at the University of Delaware before getting a Master of Science in Library Science from Clarion University. She comes to us from the University of Pittsburgh at Titusville. Previously she was the electronics/training reference librarian at the Kanawha County Public Library in Charleston, West Virginia.

With the beginning of the school year, Emily Haddaway added the Ohio Wesleyan University Historical Collection Curator to her responsibilities as Digital Librarian.

Sara Kennedy, a Kent State School of Library & Information Science student and 2003 OWU alumna, will be trained in reference and provide 100 hours of service as part of her Master's Practicum Experience.

After six years of service, librarians qualify for a study leave. Tom Green compiled a ten-year history of the Ohio Wesleyan University Libraries and Information Service. He also worked on

developing an evaluation process for librarians.

Diane Fisher and Carol Oswald, both licensed massage therapists, were the presenters at the 2008 staff retreat. The theme, “Workplace Wellness,” focused on ideas and practical suggestions for obtaining and maintaining a healthy workplace environment and attitude. The following in-service training sessions were held:

- Jillian Brandt presented information on online tutorials such as TILT (Texas Information Literacy Tutorial) and Searchpath from Western Michigan University and programs that can be used to create tutorials such as CamStudio, Jing, and Wink.
- Chuck Della Lana demonstrated NITLE’s multipoint interactive videoconferencing. Five webcams are available for checkout to take advantage of this means to communicate, interact, and collaborate with colleagues directly from a computer desktop using web-based video and audio, a shared whiteboard, chat, and application-sharing..
- Emily Haddaway updated us about her work on the Branch Rickey digitization project.
- Xudong Jin explained RDA (Resource Description and Access) and how it differs from AACR2.
- David Soliday explained Microsoft Outlook Calendar features.
- Barbara Wiesner reviewed book ordering procedures.

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

- Dr. Byrd, Tom Green, and Carol Holliger attended a Joint Archives of Ohio United Methodism meeting.
- Chuck Della Lana coordinated the audiovisual needs of the OWjL and Upward Bound programs. He videotaped and edited a “First Year Student Move-in Day at Stuyvesant Hall.”
- Joy Gao and David Soliday presented information on LIS services to parents during the four StART OWU sessions. They also informed resident assistants and small living moderators about LIS services so that they will be better equipped to help other students.
- Tom Green provided Lois Rooks, a Dempsey Middle School staff member and student in the Belmont Community College paraprofessional program, with a Beeghly library tour.
- Carol Holliger and Hilda Wick opened Special Collections during Alumni Weekend.

Consortia activities included:

- Paul Burnam helped plan a workshop on “Scholarly Communication” at Kenyon College sponsored by the Five Colleges of Ohio Reference and Instruction Subcommittee. Deb Carter Peoples attended from Public Services staff.

- Dr. Byrd, Tom Green, Emily Haddaway, and David Soliday participated in the NITLE “Cultivating Quality Collaboration” workshop at Lake Forest College.
- Joy Gao attended a Five Colleges of Ohio Cataloging Subcommittee meeting.
- Tom Green attended OhioLINK User Services Committee meetings. He served on the OhioLINK Catalog Enrichment Task Force.
- Emily Haddaway serves as an independent college representative on the OhioLINK Digital Resources Management Committee.
- Pete Szabo provided one hour of reference service per week for KnowItNow. He also attended a training session on the new KnowItNow software.

Professional meetings and workshops included:

- Emily Haddaway attended the Technical, Electronic, and Digital Services Interest Group spring meeting on “Institutional Repositories: Tools and Techniques for Setting Them Up and Filling Them Up.”
- Carol Holliger was recognized with a United Methodist History Society of Ohio (UMHSO) “Distinguished Service Award.” She also attended the East Ohio United Methodist Annual Conference, the North Central Jurisdictional Archives and History Conference at Dakota Wesleyan, and the General Commission on Archives and History meeting for archivists held at Drew.
- Pete Szabo is contributing reviews to Baker & Taylor’s CD Hotlist.