

RILO Meeting Minutes: August 17

Distribution: Jillian, Kristine, David, Dee, Deb, Joy, Xudong, Emily, Carol, Theresa

I. Information Sharing/Announcements

A.) Reference Desk additions/updates (Dee)

- All major reference procedures and passwords are now digital and located on the reference computer desktop in password (ref desk psswd) protected files.
 - hardcopy is located in Dee's office in a binder
- There are a few folders in the drawer with schedules, misc. forms etc as well as the CALEA notebook.
- Bookmark on ref desk computer of interest: google books info.
- Dee added a thumbdrive in order to help students
- Please keep the drawer locked if you are away from the desk.

B.) Microfiche tutorial available/Evans collection guide (Dee)

- Evans is collection of early American newspapers, pamphlets, broadsides etc from late 1630s to early 1820s.
 - Dee's guide to this collection can be found at <http://lis.owu.edu/ahprimarysources.htm#evans>.
- The microfiche tutorial (for the machine in gov. docs near the Evans Collection) is available via the history subject guide

C.) Updating the contents on the LIS Web site (Joy)

- some areas need to be updated
- please review before school starts

D.) Freshman orientation events (Jillian)

- move in (8/20) 8-2pm
- bashford lounge registration (8/20) 10-4pm
- welcome session at 4:30 followed by Mexican dinner
- convocation 8-9pm
- 8/21 9:30-12 casino night, pizza, fun! – student services event...library has not traditionally participated in this...

D1.) How has the library traditionally participated in OWU orientation?

- library tours
- refreshment: water
- projector presentation in library
- we no longer provide orientation services; next year maybe we could work to develop something
 - work with student services?

E.) Faculty/Staff Workshop possible schedule for fall (David)

- David: Basics of Bishop Apps; Microsoft Powerpoint
- Chuck: Video capture and editing
- Pete: ArtSTOR
- U of Cincinnati: Blackboard
- NITLE: “Digital Storytelling” (using Web 2.0 tools to “tell a story” at Kenyon)
- NITLE: “Introduction to digital teaching”??
- Deb: Web of Science
- Emily & Deb: Digitization at OWU

F.) David Soliday’s miscellaneous updates.

- Chris Iman started at the help desk this week
- David will be helping at the help desk during the first week of the semester.

G.) No new faculty orientation this year...(Theresa)

H.) OhioLINK survey update (Kristine)

- A second OhioLINK survey was distributed in July. Theresa, Xudong and Kristine met and used the April survey results decided on by the liaisons to answer the second survey to a finer level of granularity.
- Some databases listed in the April survey were not listed in the July survey. Look for more OhioLINK surveys as they attempt to renegotiate deals.
- OWU may end up with the Pay to Play option on some databases, rather than group licensing.

II. Discussion

A.) Online sign-up sheet for CALEA (David)

- This will not work for us – Doesn’t prove that a person used a computer
- We have decided to go with a written form that requires the patron’s signature.
 - Dee has created a sign up sheet and notebook for Beeghly, Music, Circ, IS, and Science and will have all them distributed by start of school year.

B.) Reference stat sheet (Dee)

- this year’s sheet does not include patron questions
- another possibility would be an electronic form
 - this would need to be “backed-up” somehow...Google docs? Shared drive?
- Dee will present more options in the future

C.) Reference weeding (Dee)

- We have gotten half way through right hand side of the ref collection
- Final summer list is now circulating
- Christmas break is the best time to continue - and then summer.

D.) Subject guides (Theresa)

- We need to do more with these...
- Need to be more visible
- Develop them for your liaison areas if you haven't done so.
- Design
 - LibGuides was a possibility but costs \$\$
 - Google sites would work – part of Bishop apps
- *Web site committee* (Joy, Deb, Kristine, Pete) was established to evaluate subject guides and the overall presentation/usefulness of the LIS page(s).

E.) MLA 7th edition citation guide (Theresa)

- People/Groups are not synchronized to the newest edition
 - Are they using 6th or 7th?
 - Are faculty recommending to use the most current edition?
- best to address this on a *one on one* basis
- would be good to have this as an e-book – Xudong is checking into this.
- Dee has ordered a second copy.

F.) Reference desk design (Theresa)

- Let's put on hold at the moment: too much going on right now.

G.) English 105 (Jillian)

- Jillian, Joy, Dee...
- New English faculty...
- Fewer sessions than in the past??

H.) Librarian evaluation (Theresa)

- This process will resume in the fall
- Documentation was distributed
- Kristine K. has been the first to go through this process.

I.) Cross training

- this summer's CT was well received.
- point is to spread knowledge of basic operations to different groups
- we'll continue with this in the future

J.) Ohio 5 Grant

- As part of the Five Colleges' grant proposal to The Andrew W. Mellon Foundation, OWU has been developing two pilot projects that explore how digital collections can be used in the classroom.

- Chris Wolverton and Deb Peoples have been working on a collection of datasets that demonstrate auxin transport during gravitropism and phototropism, which Chris plans to integrate into the Fall 2009 course "Introduction to Cell Biology." The first batch of images and descriptive metadata has been added to OhioLINK's Digital Resource Commons (DRC), and Chris, Deb, and Emily have been discussing what features may be added to the interface to make it more useful to students and other users.

- Anne Sokolsky and Dee have been working on two collections. The first showcases photos Anne took while travelling in China, Taiwan, and Japan, while the second features images taken of the Sokolsky family's extensive collection of Asian artifacts. Dee has uploaded the travel images into the DRC, and Dee and Anne currently are creating descriptive metadata for all of the images.

K.) Associate director

- a second candidate will be coming in from "Prarie View" college(?)
- August 31st, September 1st...??
- same interview schedule...
- First candidate is still on the table..

Next meeting: Friday, September 25th at 9am

Convener: Jillian

Minutes:Joy