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CARLI News January 21, 2010

Consortium of Academic and Research Libraries in Illinois

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CARLI News

January 21, 2010

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Revised CARLI Bylaws Approved

The CARLI Bylaws have been amended by an overwhelming vote of the members. The new Bylaws went into effect at the end of the voting period on December 18. The Bylaws are available on the [CARLI web site](#).

The Bylaws call for a new membership structure for CARLI with two membership categories: Governing and Affiliate. All current CARLI members must confirm or select their membership level, and submit a new membership agreement. CARLI staff are preparing individual mailings to the Directors at all CARLI member libraries, detailing the impact of changes in membership structure and benefits and providing instructions on the preparation of revised membership agreements.

At their December meeting, the Board also approved a revised participation agreement for I-Share institutions. The agreement clarifies the consortial expectations for libraries participating in I-Share. Directors of I-Share libraries will receive the new participation agreement along with their membership packets.

If you have any questions about the documents, or if your institution did not receive a packet, please send an email to support@carli.illinois.edu.

University of Illinois Staff Furloughs

Recently, the University of Illinois announced short-term measures to conserve cash in light of the worsening state budget situation. As a result, CARLI staff will be required to take four furlough days between January 16 and May 15, 2010. The CARLI office will remain open and operations will continue during this period with no changes to or cancellations of currently scheduled meetings or events. We will minimize the impact of staff furloughs on member libraries wherever possible, but there may be some delays in responding to support questions, if the appropriate staff member is unavailable. We appreciate your patience and understanding during this time.

Seeking Forum and Workshop Presenters

CARLI is able to thrive as a cooperative organization because of the diligent efforts of the CARLI staff and the volunteer services provided by the staffs of member libraries. Please consider giving back to your colleagues by sharing your knowledge and expertise as a presenter or trainer at future forums and workshops.

A wide variety of topics are presented each year, and CARLI can often accommodate many of your favorite tools and/or mechanisms for

A wide variety of topics are presented each year, and our speakers often accommodate many of your favorite topics and/or mechanisms for presentation based on your individual preferences. Volunteering is a meaningful way in which you can participate in furthering the goals of our consortium and help to move it forward, particularly in these tough economic times. Your time and efforts will be greatly appreciated!

There is much that we gain from our participation in CARLI. Be a part of it. Remember to give back. If you're interested in serving as a presenter or trainer at an upcoming CARLI event this year, please send a note to support@carli.illinois.edu.

Thank you in advance for your consideration.

New Library Jobs Announcements Web Page

The new [Library Job Announcements](#) page on the CARLI web site provides a place for you to view and post job announcements for available positions at any CARLI member institution. Subscribe to the Jobs RSS feed to receive a notification of any new jobs posted to the listings.

CARLI libraries wishing to post job announcements should email them to support@carli.illinois.edu with the subject line: **Jobs**. When submitting your request, please include an expiration date for the job posting.

Collections

Book Digitization Initiative Call for Proposals

CARLI is accepting proposals for the FY2010-2011 Book Digitization Initiative, a continuing partnership with the Internet Archive and the Open Content Alliance.

The process has been streamlined, with applications encouraged at any time. Project proposals will be reviewed regularly throughout the year. In addition, participants will no longer be required to submit an "Intent to Apply" form.

For detailed information about the Initiative and the process for submitting proposals, join us for a webinar on January 25, 10-11:30 a.m. [Register](#) by January 21. Participants may also request an individual session by emailing support@carli.illinois.edu. Additional webinars will be offered throughout the year.

Complete information about the program can be found on the [CARLI web site](#).

Accepted Digitization Proposals

Over 2,500 items from 20 CARLI member libraries have been digitized to date through the CARLI Book Digitization Initiative and are available on the [Internet Archive](#).

Three proposals have already been accepted for FY2010-11. They include a joint proposal from the Illinois Institute of Technology Chicago-Kent College of Law and the Cook County Law Library to digitize the Illinois Register from 1977–2001, and two proposals from Knox College to digitize materials of historical interest.

Using the Internet Archive Site: An Online Tutorial

The Collections Working Group has developed a [brief online tutorial](#) to assist member libraries in using the collections on the Internet Archive site.

The Internet Archive continues to create new formats for the items it has digitized and made available on its site. Along with read-online, PDF, black and white PDF, full text and DjVu formats, three new formats for these e-books are available as beta (test) formats including EPUB (for electronic book readers), Kindle (for the Kindle electronic book reader) and Daisy (Digital Accessible Information System)—an audio book format for Digital Talking Books.

Spring into Assessment: Using Tools Creatively for Collection Analysis

In this time of budget distress, how do you make informed decisions about collection content? What should you cut? What should you be adding to your library's collection? Come learn about collection assessment and the different tools for assessing both print and electronic collections at the Collections Working Group Spring Forum on March 5, 2010 at the Illinois Institute of Technology.

The morning will include a keynote address by Lucy Lyons, Bibliographer for Collection Analysis and Planning at Northwestern University, along with an update on the collection analysis project, "I-Share Monograph Collection Assessment: What are we buying and how is it used?" by Lynn Wiley and Tina Chrzastowski from the University of Illinois at Urbana-Champaign. The afternoon will feature informal sessions on using statistics and doing analysis from ILL reports, COUNTER reports, SFX statistics, Voyager ILS statistics, ERMs, Print Assessments, and the WorldCat Collection Analysis Service.

Registration information will be available soon.

Digital Collections

New Digital Collections Portal Released

The [CARLI Digital Collections page](#) has a new portal interface that features improved content discovery methods and a custom image to

The [CARLI Digital Collections page](#) has a new portal interface that features improved content discovery methods and a custom image to represent each collection. The new interface was released when the server running CARLI Digital Collections was upgraded recently to CONTENTdm version 5.1.

CONTENTdm Upgrade Completed

The upgrade to the server running CARLI Digital Collections was completed on January 4, 2010. The [CONTENTdm Upgrade page](#) includes important information regarding system documentation, new features, release notes, and known issues in CONTENTdm 5.1.

Due to changes associated with recent the CONTENTdm server upgrade, statistics for collections in CARLI Digital Collections are temporarily unavailable. CARLI staff will send a note to the CARLIdc-ig email list with the new URL once statistics have been restored.

CARLI staff are working with CONTENTdm users to answer any questions about the new version and to address any ongoing display issues within individual collections. If you have any questions about CARLI Digital Collections or CONTENTdm version 5.1, please email support@carli.illinois.edu.

E-Resources

Springer Medicine eBook Collection Now Available

The Springer Medicine eBook Collection is now available for all Governing and Associate members. The Springer Medicine eBook Collection replaced the Mary Ann Liebert journals when subsidized access to those journals ended in December, 2009. (CARLI libraries also retain access to Mary Ann Liebert journals published through 2009.)

Access to the Medicine eBook collection has been established for all libraries and the necessary connection information has been sent to CARLI E-Resources contacts. Contact support@carli.illinois.edu if you are having any difficulty connecting to the Medicine eBook collection.

License Agreements Available Online

Copies of the CARLI brokered database agreements are now available at the Vendor Contracts link in the password-protected [selection system](#). Users will be required to enter their regular selection system user ID and password for access. All confidential content such as pricing information has been removed from the licenses.

The license page includes instructions about where to locate the lists of products that are covered by the license agreement. The redacted licenses agreements themselves are confidential and should not be shared with anyone outside of your institution. The CARLI web site includes several other pages with license agreement information. We are in the process of creating links to allow you to access the licenses more easily from specific product names. Look for those enhancements over the next few months.

If you have questions about accessing the agreements or specific agreement language please send a note to support@carli.illinois.edu.

I-Share

WebVoyage Version 7 Interface Available

The I-Share WebVoyage version 7 interface is once again available to all I-Share libraries as an alternative OPAC. The "Classic" version of WebVoyage (also known as "version 6") and VuFind continue to be available.

Notable usability improvements in the version 7 interface include greatly improved support for screen reader use by the visually impaired, and software fixes that address time-out problems experienced when placing requests on widely held items.

The url for WebVoyage 7 is: <https://i-share7.carli.illinois.edu> (or <https://i-share7.carli.illinois.edu/xxx>, where "xxx" is the 3 letter code for a specific I-Share library). Note the addition of the digit seven following "i-share" in the url to distinguish the url for the version 7 from the following url for Classic WebVoyage: <https://i-share.carli.illinois.edu/>. All 76 I-Share library catalogs and the Universal Catalog are available through both WebVoyage interfaces, and both will support searching, requesting and My Account functions.

Library staff are free to choose which interface to use at any time, and may freely switch back and forth as they wish. However, so that we can monitor performance, we are asking any institution interested in making WebVoyage version 7 available as its primary interface to Voyager, to give CARLI advance notice of this decision by sending a note to support@carli.illinois.edu.

Please feel free to take a look at or begin to use WebVoyage 7 at any time, and as always, please report any problems to us at support@carli.illinois.edu.

Purchase on Demand Pilot to Launch February 1st

CARLI will launch a short-term "Purchase on Demand" pilot project on February 1, 2010. Bibliographic records will be loaded into I-Share for recently published items that meet certain criteria (see below). If a library user requests these records, project funds will be used to purchase the item and the item will be rush processed and the request filled. CARLI and the University of Illinois at Urbana-Champaign Library are sharing the cost of the project. It is estimated that between 100-250 books will be purchased through this project.

The project intends to build on the I-Share resource sharing tradition by exploring options for providing ready access to recent

monographs that are not presently held by I-Share libraries or that have very limited availability. Although the pilot project has a modest budget and timeframe, analysis of its outcomes will be helpful in determining the feasibility and implementation procedures of any potential future purchase-on-demand project.

Approximately 18,000 bibliographic records will be included in this project. The materials must meet the following criteria:

- Books published between November 1, 2008 and October 31, 2009
- US imprints
- English language
- Priced at \$300 or less
- Currently in stock at YBP
- Not reference books or textbooks
- Not spiral bound
- Not published by O'Reilly or Macmillan Reference

These are the only materials that will be purchased through the pilot project. Users will not be able to make a request for other items to be purchased through this program.

The 18,000 bibliographic records will be loaded into the University of Illinois at Urbana-Champaign's Voyager database and into the I-Share Universal Catalog, where they will be available for request by any I-Share library user that has Universal Borrowing (UB) privileges. The only indication that the item is not currently owned is its location: "Acquired Upon Request Only—CARLI Pilot Program."

Staff at the University of Illinois at Urbana-Champaign Library will review each request made on these titles to confirm that there is no or very limited availability of the item within the consortium. If there are circulating copies available within I-Share, staff will attempt to fill the request with one of the available copies. If staff confirm that the items has limited or no availability, the book's purchase will be expedited, the item will be rush processed at UIUC, and then will be loaned to the patron. Items will be shipped between libraries by standard ILDS overnight delivery. Items purchased under this program will be assigned a four-week loan period and users will be able to renew the item one time. Usage will be tracked as part of the project assessment. For this pilot project, all materials purchased will become property of the University of Illinois at Urbana Champaign Library.

CARLI and the University of Illinois at Urbana-Champaign Library will continue to follow all applicable library records confidentiality policies throughout this project.

When all funds for the project have been expended, the bibliographic records of the items not purchased will be removed from both the University of Illinois at Urbana-Champaign Library catalog and the Universal Catalog. A message about the completion of the pilot project will also be shared with the CARLI community.

A small task force of librarians from CARLI member institutions and CARLI staff has been working on the details of the project. The task force members are

- Chad Buckley, Illinois State University
- Elizabeth Clarage, CARLI
- Frances Drone-Silvers, Parkland College
- Kris Hammerstrand, CARLI

- Cathy Salika, CARLI
- Marlene Slough, Eastern Illinois University
- Lynn Wiley, University of Illinois at Urbana-Champaign

CARLI thanks the task force for its help in implementing this project. Information about this pilot project is also available on the [Purchase on Demand](#) web page.

If you have any questions about this pilot project, please send a message to support@carli.illinois.edu.

Save these Dates: IACQ and ICAT Spring 2010 Forums

The I-Share Acquisitions and Serials Team will hold their Spring Forum on Wednesday, March 17, 2010 at Chicago State University.

The I-Share Cataloging and Authority Control Team (ICAT) will hold their Spring Forum on Tuesday, May 18, 2010 at Kankakee Community College.

Agendas for both meetings are still being finalized, but we wanted to get these dates and locations announced now, so that you can mark your calendars in advance. Details and registration information will be available soon.

Preservation

Using the Audiovisual Self-Assessment Program (AvSAP) Workshops

Join us in April to learn more about the Audiovisual Self-Assessment Program (AvSAP). The program helps collections managers, including those with no audiovisual experience, develop a prioritized preservation plan of their audiovisual materials. AvSAP was developed at the University of Illinois at Urbana-Champaign Library with funding from the Institute of Museum and Library Services to assist cultural heritage institutions with audiovisual materials in their collections as well as staff who have little to no training in audiovisual

preservation.

The workshops will provide an overview of the workings of the program, and attendees will learn how to use AvSAP. A review of the evolution of the project itself, including the technologies used to collate research and design and test the tool, will also be included.

The workshop will be held as an on-site event on April 23, 2010 at the CARLI Office and on April 30, 2010 as a webinar. The same information will be presented in both formats. Advance registration will be required. This event is sponsored by the Preservation Working Group, with funding from the CARLI Program Planning Committee.

Preservation Tip: Vacuuming Books/Stack-Cleaning

One of the best ways to care for your book collections is to keep them clean. This means not only watching to make sure patrons don't spill drinks or handle books with dirty hands, but also includes the periodic vacuuming of materials on the shelf. The following is a short "how to" for cleaning your stacks. For more detailed information, please see: the NEDCC's Preservation Leaflet "[Cleaning Books and Shelves](#)" or the DVD "[Cleaning Library Stacks](#)" available through the University of California San Diego Library's Preservation Unit.

Dust and debris can be very harmful to library materials over time. Dust contains sulfur compounds (from pollution) that can chemically react with the moisture in the air to create sulfuric acid; oils from petroleum byproducts can stick to paper and cloth causing discoloration; and grit can abrade delicate book surfaces, as well as cause irritation to patrons and staff handling the materials. Cleaning your library's books and shelves should be done on a regular basis, dictated by the amount of dust they accumulate. If there is visible dust on your collections, it's probably a good idea to clean them.

A stack-cleaning project involves the following equipment: microfiber dusting cloths (with no chemical additives), a portable vacuum equipped with a HEPA (high efficiency particulate air) filter, and a dedicated book truck. Cleaning projects usually work most smoothly when staffed by a team of two people. The general steps of a cleaning project are as follows:

1. Team member one pulls the books off of the shelf (working from the top shelf, down) keeping the books in call number order and transfers them to the top shelf of the book truck.
2. Team member two cleans the books following a two step process
 - a. Wipe off dust from the cover and top of the text block (if the pages are not ragged) using a clean microfiber cloth
 - b. Vacuum the book, holding it firmly closed the entire time, over the cover, head, tail and fore edge of the text block
3. Meanwhile, team member one dusts the open shelf with a clean microfiber cloth.
4. Team member one transfers the cleaned books back to the shelf, in call number order, once team member two has completed cleaning each one.

Team members should rotate their duties to reduce repetitive stress and boredom.

Save these Dates: Public Services Working Group Open Houses

When the spring semester arrives, do you find you're in the mood to get out, see new sights, and explore a different terrain? The CARLI Public Services Working Group (PSWG) invites you to visit two CARLI libraries: Eureka College's Melick Library on Thursday, March 11, 2010 and Southern Illinois University Carbondale's Morris Library on Friday, April 9, 2010.

These visits will go well beyond simple tours of the host libraries. They are designed to encourage dialogue about public services practices, problems, and ideas. As an attendee from last year's PSWG open houses said: "This level of sharing is needed but not always possible at larger or more formal meetings." You'll have ample opportunities to network with your peers, learn about the host libraries' public services practices, and share experiences from your home library. Lunch will be provided. Registration and further details are coming soon!

Workshop on Electronic and Digital Copyright—Save the Date

The I-Share Users' Group (IUG) and the Digital Collections Users' Group (DCUG) will jointly sponsor a day-long program on Electronic and Digital Copyright on Wednesday, April 28, 2010 at the I Hotel and Conference Center in Champaign. The speaker will be Dwayne K. Buttler, J.D., Professor, University Libraries and Evelyn J. Schneider Endowed Chair for Scholarly Communication at the University of Louisville.

Details and registration information will be available soon.

Other Library News

A Snapshot of a Day in the Life of Your Library

Join Illinois libraries on February 10th and participate in "Snapshot of a Day" by collecting statistics, comments, and photographs from the day to provide indisputable proof that libraries consistently provide invaluable services to our community.

Illinois libraries are being requested to collect statistics in eight areas:

1. Customer Visits/Door Count
2. Internet/Public Computer
3. Number of Reference Questions
4. Children Participating in Programs
5. Adults Participating in Programs
6. Circulation Total for the Day

7. Date Base Usage
8. Web Page Hits

Download the form at http://www.ila.org/pdf/ILA_Snapshot_Survey.pdf. Libraries are asked to [record these statistics](#). An upcoming issue of ILA E-News will provide information on how to capture and share the comments and photos.

See the latest issue of ILA E-News for [20 Easy Ways to Make Snapshot Day a Success for Your Library](#).

Need inspiration? Take a look at these examples:

[SnapShotPA: A Day in the Life of Pennsylvania Libraries](#)
[Wisconsin Libraries Say Cheese](#)

"On the Front Lines" March 15-17

Register now for "On the Front Lines: Agents of Change", March 15–17 at the University of Illinois at Springfield. "On the Front Lines" will equip and enlighten front line staff with training, exposure and techniques that will enable them to deal effectively and efficiently with their day-to-day activities. Conference sessions will focus on topics of interest to all types of libraries. Registration is available at [L2](#).

Upcoming CARLI Events and Meetings

Forums, Workshops and Training

January 25 Book Digitization Initiative-Information Webinar

February 25 Voyager Circulation Training, CARLI Office

March 5 Spring into Assessment: Using Tools Creatively for Collection Analysis, Illinois Institute of Technology, Chicago

March 9 Introduction to Access Training, CARLI Office

March 11 Public Services Regional Open House: Eureka College

March 17 I-Share Acquisitions and Serials Team Forum, Chicago State University

March 23 Introduction to Access Training, CARLI Office

April 6 Access II Training, CARLI Office

April 9 Public Services Regional Open House: Southern Illinois University Carbondale

April 15 Access II Training, CARLI Office

April 23 AvSAP: Audio-Visual Self-Assessment Program Training, CARLI Office

April 26 Acquisitions and Serials Training, CARLI Office

April 27 Acquisitions and Serials Training, CARLI Office

April 28 Workshop on Digital and Electronic Copyright Issues, I Hotel and Conference Center, Champaign

April 30 AvSAP: Audio-Visual Self-Assessment Program Webinar

May 4 Access II Training, CARLI Office

May 11 Access II Training, CARLI Office

May 14 Connecting Libraries and Users: Anthropologists Helping Librarians Meet 21st Century Challenges, DePaul University Lincoln Park Campus, Chicago

May 21 Connecting Libraries and Users: Anthropologists Helping Librarians Meet 21st Century Challenges, Illinois Wesleyan University, Bloomington

May 18 I-Share Cataloging and Authority Control Team Spring Forum, Kankakee Community College

Meetings

January 20 Digital Collections Users' Group

January 21 Digital Collections Users' Group Standards Subcommittee

January 21 Streaming Media Program Planning Group

January 22 I-Share Cataloging Electronic Resources Task Force

January 27 I-Share Acquisitions and Serials Team

January 28 Public Services Working Group

January 29 Digital Collections Users' Group & Preservation Working Group

February 1 Preservation Working Group, CARLI office

February 3 I-Share Instruction Team

February 5 Collections Working Group, Illini Center, Chicago

February 5 I-Share Cataloging Electronic Resources Task Force

February 8 Electronic Resources Working Group

February 9 I-Share Cataloging and Authority Control Team

February 9 I-Share OPAC Team

February 9 Strategic Planning Task Force, CARLI Office

February 11 I-Share Resource Sharing Team

February 15 SFX Interest Group Webinar

February 17 Finance Committee

February 17 Digital Collections Users' Group

February 18 I-Share Cataloging and Authority Control Team

February 18 SFX Interest Group Webinar
February 19 I-Share Users' Group
February 19 I-Share Cataloging Electronic Resources Task Force
February 24 I-Share Acquisitions and Serials Team, CARLI Office
February 25 Digital Collections Users' Group & Preservation Working Group

March 3 I-Share Instruction Team
March 5 I-Share Cataloging Electronic Resources Task Force
March 8 Electronic Resources Working Group
March 9 Collections Working Group
March 9 I-Share Cataloging and Authority Control Team
March 9 I-Share OPAC Team
March 10 Executive Committee
March 11 I-Share Resource Sharing Team
March 12 I-Share Users' Group
March 17 Digital Collections Users' Group
March 19 CARLI Board Meeting, CARLI Office
March 19 I-Share Cataloging Electronic Resources Task Force
March 24 I-Share Acquisitions and Serials Team, CARLI Office
March 26 I-Share Acquisitions and Serials Team, CARLI Office
March 31 I-Share Cataloging Electronic Resources Task Force

April 7 I-Share Instruction Team
April 8 I-Share Resource Sharing Team
April 9 Collections Working Group, CARLI Office
April 12 Electronic Resources Working Group
April 13 I-Share Cataloging and Authority Control Team
April 13 I-Share OPAC Team
April 16 I-Share Users' Group, CARLI Office
April 16 I-Share Cataloging Electronic Resources Task Force
April 21 Digital Collections Users' Group
April 21 SFX Interest Group Webinar
April 22 SFX Interest Group Webinar
April 29 I-Share Acquisitions and Serials Team, CARLI Office

For meeting times and locations or for additional information about upcoming CARLI forums, trainings, and meetings, consult the [CARLI calendar](#).

Contact Us

All questions and comments about the e-newsletter should be directed to support@carli.illinois.edu. [Subscribe](#) to the CARLI Announce email to receive the latest news.