

6-29-2011

CARLI News June 29, 2011

Consortium of Academic and Research Libraries in Illinois

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Recommended Citation

Consortium of Academic and Research Libraries in Illinois, "CARLI News June 29, 2011" (2011). *CARLI News*. Paper 44.
<http://digitalcommons.carli.illinois.edu/news/44>

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CARLI News

June 29, 2011

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CARLI Board of Directors Election Results

The election and appointment process for new members of the CARLI Board of Directors has been completed. The new Board members elected to 3-year terms beginning July 1, 2011 are Paula Kaufman, University of Illinois at Urbana-Champaign, representing public universities, and Christine Frank, Rush University, representing private colleges and universities. Current Board member Connie Bakker, College of Lake County, was re-elected to represent community colleges. Allen Lanham, Eastern Illinois University was appointed to serve a 1-year term representing public universities, and J. Richard Sayre, Monmouth College was reappointed to a 1-year term representing private colleges and universities.

Beginning July 1, 2011, Allen Lanham (Eastern Illinois University) will assume the Chair of the CARLI Board and David Carlson (Southern Illinois University Carbondale) will become Vice-Chair.

Outgoing members Brad Baker (Northeastern Illinois University), and Jan Chindlund (Columbia College) attended their final Board meeting on June 10. The Board, staff, and membership appreciate and thank all of them for their service and commitment to CARLI.

Visit the [CARLI Board pages](#) for a complete roster of the Board of Directors, as well as Board agendas, minutes and related materials.

ILDS to Continue Unchanged Following July 1 System Merger

ILDS routes, schedules, and labeling will continue unchanged following library systems mergers on July 1, 2011. The two new library systems, Reaching Across Illinois Library System (RAILS), comprising the former Alliance, DuPage, Metropolitan, North Suburban, and Prairie Area systems, and Illinois Heartland Library System (IHLS), encompassing the former Lewis and Clark, Lincoln Trail, Rolling Prairie and Shawnee systems, will need some time to settle in and plan for the future. CARLI is committed to ensuring that delivery throughout Illinois continues smoothly. We will support the evolution of the new system structure, and ensure that any transitions in overall delivery service are as seamless as possible. Specifically:

- Following the mergers on July 1, ILDS will continue to serve all twelve existing system service hubs on the currently established schedule
 - RAILS: ALS, DLS, MLS, NSL, PAC, PAR, PAS
 - IHLS: LCL, LTS, RPL, SHL
 - Chicago Public Library: CPL
- It is CARLI's understanding that RAILS and IHLS will continue to deliver to the libraries that were members of each of the predecessor systems and are now RAILS and IHLS members from the hubs that have been serving them (e.g., Rockford Public Library will be served from PAR). Therefore, ILDS will continue to transport materials among all of the former system headquarters sites.
- There are no plans to make any changes to the ILDS labeling system or the ILDS Paper Routing Label in the near future.

We will pass along any information about operational changes to ILDS as soon as we are aware of them. Please contact support@carli.illinois.edu if you have any questions.

Changes Coming to I-Share Voyager June 29-July 10

We have several important changes to the I-Share Voyager system coming over the next few weeks. Listed in chronological order, the changes are as follows:

VuFind location facets change, Wednesday, June 29, noon

[Location facets](#) have been implemented in the local catalog VuFind interfaces. This adds new functionality to the VuFind local catalogs (but not to the VuFind union catalog).

Universal Borrowing standardized policies (round 2) in effect on Friday, July 1

As approved by the I-Share Users' Group and the CARLI Board, round 2 builds on the standard policies that were deployed last summer and is in direct response to feedback received from our member libraries on how those policies could be improved. These changes will impact Universal Borrowing only; local circulation policies will not be changed. The new UB policies make the following changes:

- For books that are UB eligible, provide up to 3 additional renewals of 4 weeks each (for a total of 6 renewals plus the initial 4 week loan) for the patron groups Faculty and Academic Employees (only).
- Establish a UB standardized loan period of 2 weeks with no renewals for the non-print materials that I-Share institutions have chosen to make available via UB.
- Suspend the assessment of overdue fines for UB loans. Existing UB fines will not be cleared from patrons' records, but no new UB fines will accrue after July 1, 2011. UB lost/damaged book billing policies will not be changed and are still set by the individual library.

As with last year's round of UB policy changes, individual libraries will not need to make any changes in their Voyager settings to deploy the new UB policies; that work will be done centrally by CARLI staff.

The policy changes have also been incorporated into a revised version of the [I-Share Resource Sharing Code](#) (effective July 1, 2011) where they are summarized in Appendix A.

Tomcat WebVoyage 7 decommissioned, Thursday, June 30, 5pm

WebVoyage 7, also known as Tomcat, catalog interface [will be decommissioned](#). WebVoyage Classic and VuFind will continue to be available for the foreseeable future.

Voyager upgrade to Version 7.2.5, Friday, July 8, 5pm until Monday, July 11, 6am

CARLI's Voyager system will be upgraded to the latest version of the Voyager software, and the Oracle database system that supports it will also be upgraded. All Classic WebVoyage and VuFind local catalogs, the VuFind union catalog, and all staff Voyager client access will be completely offline during the upgrade period. During the upgrade, users attempting to access the online catalog will see a message indicating that the system is offline for upgrade. This message will also provide a link to the [CARLI Systems Status](#) page where the latest status of the upgrade will be posted. Circulation staff may take advantage of the Voyager offline backup circulation process if they desire. New Voyager staff clients will be required on all desktop computers that support staff functions.

For more details, see the [Voyager upgrade page](#).

We encourage you to visit the [CARLI Systems Status](#) web page for the latest status updates on all of the systems CARLI supports. As always we appreciate your patience and support during these events. Please send any questions to support@carli.illinois.edu.

CARLI E-Resources Licensing Webinars Available Online

Recordings of the [e-resource licensing webinars](#) sponsored by the CARLI Electronic Resources Working group are now available online for those who were unable to attend the live session, or would like to listen again. Sessions include:

- Introduction to License Review
- Copyright and Licensing
- Negotiating a License
- Licensing Workflow Questions
- CARLI Licensing

To view the recordings or to download the webinar PowerPoint slides and handouts, visit the [E-Resources Licensing Webinars](#) page.

Visit the [CARLI Member Training](#) page to access recordings and resources from past CARLI training events and forums.

CARLI Collections Clearinghouse Wiki

Visit the [Collections Clearinghouse wiki](#) to find collection development resources including links to websites, assessment tools and statistics, collection development policies, user guides, weeding, and much more.

Compiled by the Collections Working Group, the Clearinghouse is available to all. We welcome your input. To contribute resources to the wiki, simply create an account on the CARLI wiki, or if you prefer, email your suggestions to support@carli.illinois.edu.

Save the Date: Open Access Collection Development Forum

The Collections Working Group Forum, Open Access Collection Development, will be held on Friday, September 16, 2011, at the Erikson Institute in Chicago. Morning speakers include David Gunkel, Professor, Northern Illinois University and Managing Editor of the International Journal of Zizek Studies, an open access title, and David Carlson, Dean of Library Affairs at Southern Illinois University Carbondale and Chair, SPARC Steering Committee.

Registration and complete agenda information will be announced soon.

CARLI Book Digitization Initiative

Over 5,300 books, theses, serials, yearbooks, and pamphlets from 40 CARLI member libraries have been digitized through the [CARLI Book Digitization Initiative](#) and are available on the [Internet Archive](#).

Applications to participate in the Digitization Initiative are accepted throughout the year. Proposals submitted by September 1, 2011 will be reviewed within 30 days.

To find out more about the Initiative and the process for submitting proposals, join us for an informational webinar on August 4, 2011 1:30-3:00 p.m. Registration will be available soon. Participants may also request an individual session by emailing the CARLI Office at support@carli.illinois.edu.

Committee Annual Reports

Annual reports from the Collections Working Group, E-resources Working Group, Preservation Working Group, Public Services Working Group, I-Share Users' Group, and the Digital Collections Users' Group are available on the [Reports and Meeting Minutes](#) web page. We extend our thanks to all CARLI committees for their hard work this year.

Preservation Tip: Removal of Paperclips and Staples from Archival Materials

It is commonly known that attachment hardware such as paperclips and staples are best removed from archival materials during processing and rehousing for preservation purposes. In many cases, paperclips slide off easily and staples are easily removed with an office-grade staple remover. However, older attachments often prove more challenging. As the metals in these pieces age, they become less flexible and, when stored in environments with high humidity (such as those found in basements and garages where many gift collections resided at one point), may oxidize to form rust not only on the staple or clip, but also spread oxidative degradation to the paper it holds causing the paper to become stained and weak. In these cases, removal of the deteriorated hardware is critical to the long-term preservation of the archival collection, but unskilled removal may cause significant damage to the paper. Below are some tips for safe removal of ALL paperclips and staples, regardless of condition, but these are particularly useful for safe removal of such pieces from fragile and damaged paper.

Staples

The key to safe staple removal is using the right approach to the challenge presented. For a standard office staple (holding 2-20 sheets of paper), the best approach is to use a staple extractor/remover, which looks similar to an oyster knife and is available through University Products, Talas, and Gaylord Archival for approximately \$14-\$20 each. To use this tool, turn the stapled papers over so that the legs of the staple are visible. Gently slide the staple extractor under each leg of the staple and lift them so that legs are straightened vertically. For very rusty staples, the legs may break upon the stress of straightening, but this actually makes removal easier. If legs are still present, use a pair of wire clippers, available from any hardware store, to clip the legs off the staple as close to the surface of the paper as can be done safely (eye protection is recommended to protect yourself against flying bits of rusty metal). Flip the papers over and carefully slide the staple extractor between the staple and the papers and lift the staple off the papers. In cases where the paper is exceedingly fragile, a pair of tweezers may be used to try to lift the staple from the paper while supporting the paper with a small piece of card stock, such as an index card, by gently pressing the card on top of the paper very close to the staple to reduce pulling on the paper while the staple is removed. For larger staples holding stacks of paper greater than 20 sheets, the same approach may be utilized, but instead of flipping the papers over and removing the staple from the front, first carefully remove small portions of the papers (2-10 pages at a time) from the back over the clipped down staple legs, clipping down the legs periodically to shorten the millimeters of metal the papers must slide over. Once the paper pile is reduced to 2-10 pages, flip over and remove as noted above.

Paperclips

The approach for paperclips is similar to that used for staples with slightly different tools. To safely remove a paperclip, look closely at the clipped paper to determine which side the long leg and short leg lie on. Flip the paper over so that the short leg is visible and the long leg is on the bottom of the pile of paper. Using a small piece of card stock, such as an index card or heavier weight board scrap, position the card over the paper on top of the location of the long leg of the staple and press down gently to hold the long leg of the staple soundly against the work surface. Using a dull butter knife, or (even better) a microspatula tool (found through the same vendors mentioned above for \$3.50 - \$8 each). Gently slide the spatula under the short leg of the clip and gently lift upwards away from the paper to a vertical or near vertical position. Once the clip is opened, remove the piece of card stock and gently lift away the clip from the papers. In cases of extremely deteriorated clips and paper, some damage to the papers upon removal of the clip may be unavoidable, but removal of the clip will ensure that no more damage occurs to the papers due to the deterioration of the clip.

Resources

[University Products](#)
[Talas](#)
[Gaylord Archival](#)

Upcoming CARLI Events and Meetings

Important Dates

July 4 CARLI Office closed for 4th of July holiday
July 8 I-Share Voyager Upgrade begins at 5 p.m.
July 9 I-Share Voyager Upgrade

July 10 I-Share Voyager Upgrade
July 11 I-Share Voyager Upgrade concludes at 6 a.m.

Forums, Workshops and Training

July 20 SFX New Administrators Training
August 4 Book Digitization Initiative Informational Webinar

Meetings

July 14 I-Share Resource Sharing Team
July 15 I-Share Users' Group
July 27 I-Share Acquisitions and Serials Team
August 1 Digital Preservation: Digital Collections Users' Group/Preservation Working Group
August 9 Public Services Working Group
August 10 Digital Collections Users' Group

CARLI Committees, Working Groups and Teams are setting meeting dates and times for FY 2012. Consult the [CARLI calendar](#) for the most current list of meeting times and locations.

Contact Us

Please direct all questions and comments about the e-newsletter to support@carli.illinois.edu. [Subscribe to CARLI email lists](#) to receive the latest news on topics of interest to you.