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## CARLI News July 28, 2011

Consortium of Academic and Research Libraries in Illinois

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## CARLI News

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July 28, 2011

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### CARLI Board Welcomes New Member

The CARLI Board of Directors is pleased to announce that Dennis Krieb has been appointed to a one-year term on the Board. Krieb is the Director at Reid Memorial Library, Lewis & Clark Community College.

The Board extends their sincere thanks and best wishes to Donna Smith for her service. A Board member since 2006, she has resigned from the Board and will be leaving her position at Kankakee Community College at the end of July to pursue an exciting new opportunity.

### CARLI Digital Collections

#### Save the Date: Copyright for Digital Projects Workshop

The CARLI Digital Collections Users' Group is pleased to announce a save the date for the upcoming "Copyright for Digital Collections" workshop.

The workshop will be held on Wednesday, September 28, 2011, at the I Hotel in Champaign.

The workshop will feature Professor Dwayne Buttler, Evelyn J. Schneider Endowed Chair for Scholarly Communication, University of Louisville. Planned topics for the day include: due diligence, orphan works, AV and oral history materials, and digitization rights for items that are donated or have no explicit permissions. There will also be a question and answer session with Professor Buttler at the end of the program.

Registration will be available soon.

#### Digital Collections Hit 100 with the Southern Illinois Civil War Collection

The [Southern Illinois Civil War Collection](#) published in July by Southern Illinois University Carbondale, marks the 100th published collection in [CARLI Digital Collections](#).

This unique collection of Civil War-era documents assembles handwritten letters, diaries, and military orders spanning the era before, during, and after the American Civil War (1861-1865). The collection documents the southern Illinois experience of the war, and spotlights life on the home front from the perspective of two women whose husbands served in the Fifth Illinois Cavalry.

Read more about the collection in [The Saluki Times](#).

#### Swedish American Genealogist Collection Featured in Genealogy Newsletter

The [Swedish American Genealogist Collection](#), published by Augustana College, was featured recently in [Eastman's Online Genealogy](#)

The [Swedish American Genealogist Collection](#), patroned by Augustana College, was featured recently in [Swedish American Genealogy Newsletter](#). *The Swedish American Genealogist*, a quarterly publication devoted to Swedish American biography, genealogy, and personal history, was first published in 1981. The digital collection includes issues from 1981 through 2007.

## Collections Management

### CARLI Joins Five College Library Depository

CARLI is pleased to announce that all member libraries are now affiliate members of the [Five College Library Depository](#) through an agreement completed this summer.

Managed by the Five College consortium of Amherst, Hampshire, Mount Holyoke and Smith Colleges and the University of Massachusetts Amherst, the Five College Library Depository provides CARLI libraries access to a trusted repository of persistent print collections. The Depository collection consists of a single paper copy, shared by the consortium, of the journals in six electronic journal collections:

- [American Chemical Society Legacy Archives](#)
- [American Physical Society](#)
- [American Psychological Association](#)
- [Institute of Physics](#)
- [JSTOR](#)
- [Project Muse](#)

Access to the physical volumes of the journals in the Five College Depository is available to CARLI member libraries that subscribe to the digitized collections, when online access is unavailable or unsuitable for research use. Members may also deposit paper copies of issues and volumes that complement the Depository's current holdings. As affiliate members of the Five College Library Depository, CARLI libraries can make local collection management decisions while relying with confidence on access to the print copies in the Five College Depository collection.

Visit [CARLI's Five College Library Depository](#) web page for more information about accessing these materials.

With CARLI's 152 member schools joining as Consortium Affiliate Members, the Five College Library Depository now serves as a print repository for 179 academic and research libraries.

### Rush History Goes Digital

With support from the CARLI Book Digitization Initiative, Rush University Medical Archives has created a [collection of digital books](#) from commonly requested works in their collections. Items available on the Internet Archive site include *Good Medicine: The First 150 Years of Rush-Presbyterian-St. Luke's Medical Center*, *The Pulse* Rush Medical College yearbooks from 1894 and 1895, two early alumni directories, and a variety of publications written by early Rush Medical College faculty.

The publications are available for downloading or online viewing on the [Internet Archive web site](#). Researchers can perform keyword searches of the text on the website or download the entire book in a variety of e-reader formats. [Read the full announcement](#).

### Book Digitization Initiative Webinar August 4

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](#).

[Register now](#) to join us for an informational webinar on August 4, 2011 1:30-3:00 pm to find out more about the Digitization Initiative and the process for submitting proposal. Participants may also request an individual session by emailing the CARLI Office at [support@carli.illinois.edu](mailto:support@carli.illinois.edu).

For more information about the program visit the [Book Digitization](#) web page.

### 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 Last Copy Project

Are you reviewing your collection this summer and removing items that are no longer needed for your local collection? Please remember that for those items that you determine are the last copy in Illinois, the [CARLI Last Copy Project](#) is here for you. A simple form allows you to enter the bibliographic information regarding the item that you wish to donate to another CARLI Library.

## Voyager Upgrade Completed

The CARLI staff upgraded I-Share's Voyager software to Voyager version 7.2.5 over the weekend of July 8, 2011. For the most part, the upgrade went as expected, and problems that surfaced when Voyager came online on Monday July 11 have now largely been resolved.

Voyager upgrades are always more complicated for CARLI than for the "typical" Voyager customer as we run an instance of the Voyager software for each I-Share library and the Universal Catalog, and each of these instances must be individually upgraded. Additionally, this particular upgrade also entailed moving to a newer release of the Oracle database management system that Voyager uses. As I-Share must be offline while Oracle and Voyager is being upgraded, we try to schedule upgrades at times that pose a minimum of disruption for I-Share libraries, due to our size, upgrade downtime is typically measured in days rather than hours.

Voyager upgrades require library staff to install new "Voyager clients" on their staff workstations, so an upgrade also involves the active participation of staff in each I-Share library. CARLI has developed a Voyager Client Update Checker program that many I-Share libraries use to simplify the installation of the Voyager client programs. Despite our preparation and testing, the process of changing the software on hundreds of PCs, running various versions of Windows and other software and operating on 76 different campuses, usually turns up a few unexpected outcomes.

We know that the downtime and unexpected issues that come with upgrades are disruptive to library service so we do try our best to balance the need to keep our Voyager system up to date, with the need for reliable and uninterrupted service. We appreciate your patience and support on projects like this. Your comments and ideas are always welcome, please send them to us at [support@carli.illinois.edu](mailto:support@carli.illinois.edu).

## Continuously Updated Reports Server Back Online

The reports server ([reports.carli.illinois.edu](http://reports.carli.illinois.edu)) is available for reporting and Gary Strawn utility use, and the continuous updates are being applied.

CARLI is working to resolve a problem preventing libraries from linking new .mdb files to the Reports server. Existing mdb files appear to connect and work properly, so most users should not experience this problem.

We will continue to work on this issue and update you as we know more. As always, detailed information is available on the [CARLI Systems Status](#) page.

## I-Share New Titles List Updated

The I-Share New Titles at <https://i-share.carli.illinois.edu/newbooks/newbooks.cgi?library=XXXdb> (where XXX is the capitalized three-letter code for your I-Share library) is once again displaying a current list. CARLI staff discovered that the New Titles List has not received fresh data since June 24 and was not displaying the most recent additions.

## FY 2011 Annual Statistics Package and Consortial Reports Now Available

I-Share libraries may now download the FY 2011 annual statistical reports package from their respective xxxftp directories. The date range for circulation statistics is 7/1/10-6/30/11. The collection statistics snapshots are current as of the date on top of each report.

[I-Share consortial statistics for FY2011](#) are also available now. The consortial stats include:

- Collection Stat 8: Database Bibliographic Record Count
- Collection Stat 9: Unique Titles Report
- UB Stat 1 - Outgoing ILL [Lending]
- UB Stat 2 - Incoming ILL [Borrowing]
- Borrowing and Lending Comparison FY2010

Details and descriptions of each report can be found in the document "[Annual Voyager Statistics Package](#)."

## OPAC Tips: Taking Advantage of Location Limit Groups

Did you know location facets now display in VuFind local catalogs? In order to take advantage of this feature, your library will need to set up one or more location limit groups. These groups can be set up in Voyager System Administration>System>Location Limit Groups. Your library chooses the name of each location limit group, and each group can have one or more locations assigned to it. For more detailed information about this feature, see the document "[Location Facets in VuFind Local Catalogs](#)."

Visit the CARLI Blog for other [Tips & Tricks](#).

## E-Resources Tips: Usage Statistics Basics

Most electronic resources provide some type of usage statistics through their administrative modules. The most common measures are searches, sessions and content units used.

Let's start with the Counting Online Usage of Networked Electronic Resources (COUNTER) standard definitions. While vendors have a variety of definitions of these activities, the majority uses the COUNTER standards' definitions. (See "Appendix A Glossary".)

By the COUNTER standards a "search" is "A specific intellectual query, typically equated to submitting the search form of the online service to the server." Typing in a keyword and clicking on the "search" button would be one search. From a citation entry, clicking on an author's name to trigger a list of all the works in the electronic resource written by that author, would be one more search. A COUNTER session is defined as "one cycle of user activities that typically starts when a user connects to the service or database and ends by terminating activity that is either explicit (by leaving the service through exit or logout) or implicit (timeout due to user inactivity)." Some vendors label a session as a "visit" or "visitor" to an electronic resource.

Content units used can be more complex to define. Some vendors record PDFs or html documents used, opened or downloaded. This is the main way to count usage of full text journal articles and ebooks. Some multimedia resource vendors keep track of music clips used, images shown or videos streamed, while other vendors do not distinguish separate units of content and instead compile numbers of "web pages" viewed. This practice can result in very high number of "pages" used per search depending on the nature of the electronic resource.

COUNTER has several definitions relevant for interpreting usage of electronic content. The most general are:

- Item: A uniquely identifiable piece of published work that may be a full-text article; an abstract or digest of a full-text article; a sectional HTML page; supplementary material associated with a full-text article (e.g. a supplementary data set), or non-textual resources, such as an image, a video, or audio.)
- Full Content Unit: A journal article; the minimum requestable unit of a book, which may be the entire book or a section thereof; the content unit appropriate to a reference work (e.g. dictionary definitions, encyclopedia articles, biographies, etc); or the file type as appropriate to a non-textual resource (e.g. image, audio, video, etc)

Usage data can be very useful for deciding on renewal of an electronic resource. Some libraries use searches and content units used to calculate a "cost per search" or "cost per use" of an electronic resource. Comparing searches month by month shows the busier times of the academic year. Comparing usage from one term or year to the next may indicate changing patterns of user behavior. For example, comparing full text units used before and after loading MARC records into a library's catalog could confirm or deny that loading such records increases usage of e-books. Other important usage data such as average session length or turnaways provide evidence about the number of simultaneous users needed for a particular e-resource.

For more information:

- Schufreider, Bob & Sion Romaine. Making Sense of your Usage Statistics. *Serials Librarian*; Jun2008, Vol. 54 Issue 3/4, p223-227
- Fleming-May, Rachel A. & Jill E. Grogg. Practitioner Responses on the Collection and Use of Usage Statistics. *Library Technology Reports*; Sep2010, Vol. 46 Issue 6, p28-34.

If you need assistance locating usage statistics for your CARLI database subscriptions please send an email to [support@carli.illinois.edu](mailto:support@carli.illinois.edu).

Thanks to Denise Green, Electronic Resources and Technical Services Coordinator at Millikin University, and a member of the E-Resources Working Group.

### **Preservation Tip: How to Work with your Facilities Department**

One of the most important relationships for the library to have is with an institution's facilities department. Facilities personnel deal with some of the most important and difficult situations within a library. It is important to realize that facilities workers might work under different obligations and requirements. For many CARLI institutions, facilities departments are unionized, meaning that they are expected and authorized to work on certain aspects of a project, rather than library staff. Remember that the facilities department is working with you, not for you.

Whenever dealing with new facilities personnel, it is always good to introduce yourself. Explain why you are involved in the situation and describe the issues. Once they know who to talk to, they will seek you out and keep you updated. Avoid having too many staff members talking to the facilities personnel. This can be confusing and it could interfere with productivity.

When dealing with building issues, it is important to have a basic to moderate understanding of the various components of the library building including: HVAC system, security system, fire suppression system, pest management, and janitorial services. This knowledge will help when you are communicating with facilities personnel but do not try to overstep your bounds. They are the experts and you are trying to work with them to help them understand your preservation needs. Do not be afraid to have them explain something if you do not understand. Also provide them with as much information as possible. If you have an HVAC system problem and you consistently monitor the environment, share the data you have gathered with facilities personnel. It could help them better understand the issue and solve the problem more quickly.

Communication is crucial to a good relationship with facilities personnel. Simple steps, such as explaining the need to collect trash daily in an effort to prevent pests, helps janitorial services understand the reasons behind your requests. With that, it is important for staff to abide by the rules. If your institution has certain trashcans used for food trash, staff need to be responsible for making sure that they put their trash in the appropriate location. Janitorial services should not be expected to go through the contents of staff trashcans.

Facilities personnel are key members of preventive preservation as well as disaster recovery. Make sure that you show your facilities personnel that you appreciate them; a sincere "thank you," chocolate, and other treats can go a long way.

### **Other Library News**

**2011 ILA Conference October 18-20**

Register today to attend the 2011 Illinois Library Association Conference, at the Rosemont Convention Center October, 18-20. The conference celebrates the Bold, Brilliant, Brave actions of the library community and inspires us to continue innovating solutions and pathways to meet the needs of our new reality.

The program includes:

- Joan Frye Williams, Library Futurist and George Needham, Library Strategist
- Duane Bray, from IDEO, a Design and Innovation Company
- David W. Singleton, now Interim Director, Charlotte Mecklenburg Library
- Joseph F. Clair, P.E. Director of Campus Energy and Sustainability, IIT
- Paula Poundstone, Emmy-award winning comedian

The Preliminary Conference Program is available on the [ILA web site](#).

[Register today](#). Early Bird Registration closes on August 22.

## **Upcoming CARLI Events and Meetings**

### **Forums, Workshops and Training**

August 4 Book Digitization Initiative Informational Webinar

September 16 Open Access Collection Development Forum, Erikson Institute, Chicago

September 28 Copyright for Digital Projects I Hotel, Champaign

### **Meetings**

August 1 Digital Preservation: Digital Collections Users' Group/Preservation Working Group

August 9 Public Services Working Group, CARLI Office

August 11 I-Share Resource Sharing Team

August 16 I-Share OPAC Team, CARLI Office

August 25 Collections Working Group, Erikson Institute, Chicago

August 26 Finance Committee

August 26 Preservation Working Group, CARLI Office

August 31 Executive Committee

September 8 I-Share Resource Sharing Team

September 9 CARLI Board of Directors, CARLI Office

September 23 I-Share 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](mailto:support@carli.illinois.edu). [Subscribe to CARLI email lists](#) to receive the latest news on topics of interest to you.