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CARLI News May 31, 2012

Consortium of Academic and Research Libraries in Illinois

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CARLI News

May 31, 2012

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New CARLI Membership Criteria to Begin in FY2013

At their March meeting, the CARLI Board voted to establish additional service-related [criteria for CARLI membership](#). The Board's goals are intended to make the decision to continue to be a CARLI member a thoughtful annual process and to establish the clear expectation that each member participates actively in CARLI's mission to create and sustain a rich, supportive, and diverse knowledge environment that furthers teaching, learning, and research through the sharing of collections, expertise and programs.

In addition to recognition by the Illinois Board of Higher Education and membership in the ILLINET network, each CARLI library must certify annually that it:

- Maintains library facilities adequate to meet core user needs,
- Makes library facilities and resources available to the students and faculty of other CARLI members without undue restrictions,
- Provides adequate collections to meet core user needs,
- Shares library collections and expertise with the students and faculty of other CARLI members to contractual limits,
- Employs appropriate staff to meet core user needs,
- Employs an individual with explicit responsibility for the library's operation and policies,
- Provides budget adequate to meet core user needs, and
- Can identify and differentiate students served within Illinois from other students of the institution.

This week, CARLI library directors received a brief online questionnaire regarding their library. The information provided will give us a profile of the facilities, services, and resources that each library provides to their own patrons, as well as the resources, services and expertise they share with the patrons of all other CARLI member institutions. In addition to each library's individual profile, we will aggregate the responses from all member libraries to create a comprehensive CARLI profile that describes the overall capacity of the consortium, providing a source of data that we hope will be useful to CARLI members in planning for the future.

If you have any questions about the new, annual membership review process or if your library director did not receive a Survey Monkey invitation to fill out the 2012 Membership Questionnaire, please contact the CARLI Office at support@carli.illinois.edu. The deadline for submission of the questionnaire is June 15, 2012.

New Usage Reports for CARLI Digital Collections

On a quarterly basis, the CARLI Digital Collections Users' Group (DCUG) will summarize [Keyword and Traffic reports generated by Google Analytics](#) to provide the CARLI community with analysis on the use and users of CARLI Digital Collections. These summaries, along with a complete list of keyword searches that brought users to CARLI Digital Collections, [are available for download](#) from the CARLI web site.

Summaries for Quarter 1 (July-September 2011), Quarter 2 (October-December 2011), and Quarter 3 (January-March 2012) are now available.

Due to the nature of our consortial environment and shared CONTENTdm server, we cannot create customized Google Analytics reports for individual collections or institutions.

Here is a brief summary of the reports for the First Quarter of 2011-2012:

The five top Traffic Sources for July-September 2011 were:

1. Eastman's Online Genealogy Newsletter
2. James Boswell.info
3. Cinema Treasures
4. The Southern
5. Swedish-American Historical Society

The five top Keywords/phrases used to access the CARLI collections via search engines for July-September 2011 were:

1. pullman car floor plans
2. graphic design projects for students
3. peoria historical society
4. Illinois wesleyan university yearbooks
5. IDOT chicago traffic photographs

Save the Date: Faculty Education / Outreach Forum on July 12

The Collections Working Group and the Public Services Working Group invite all collections and public service librarians to a program on Faculty Education / Outreach on Thursday, July 12, 2012 at Joliet Junior College. The keynote speaker will be David Stern, Associate Dean for Public Services at Illinois State University. Breakout sessions will include Faculty Involvement in Collection Building, Outreach to Adjunct Faculty, Digital Library Resources for Online Course Design, and Faculty Involvement in Weeding.

Watch your email and the CARLI web site for more details and registration information.

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.

I-Share

CARLI Data Center Move and Oracle Migration Complete

The migration of the Oracle databases from the Chicago Data Center to the new CARLI Data Center in Champaign-Urbana was completed on Sunday, May 26. All Voyager, WebVoyage, and VuFind servers are online and operating normally. CARLI is working with some individual sites to address Voyager Staff Client timeouts that may require campus firewall rules to be updated.

If your campus is experiencing any ongoing problems connecting to Voyager, contact the CARLI Office at support@carli.illinois.edu. For current system status consult the [CARLI System Status page](#).

Fiscal Period Close (Rollover) Open Conference Calls

It's that time of year (almost!)

The CARLI Office has scheduled 2 open conference calls (augmented with screen sharing via Adobe Connect) about Fiscal Period Close (Rollover). Please call in with questions, concerns, and/or expertise on Fiscal Period Close. This call will be facilitated by CARLI Staff, who encourage FPC veterans to call in and share their expertise!

The calls will contain identical content, so please choose the time that is most convenient to you:

- Thursday, June 7 from 2:00pm – 3:00pm
- Friday, June 8 from 10:00am – 11:00am

We will be using Adobe Connect to screen share (audio will be phone only) as we walk through the process.

Prior to this call it is highly recommended that you review the documentation under "[Fiscal Period Close \(Rollover\)](#)", especially the first 2 documents (Fiscal Period Rollover sequence: The big picture and Fiscal Period Rollover: Step-by Step, with Commentary).

[Visit the event page](#) for instructions for accessing the meeting. No registration is required.

If you have any questions do not hesitate to contact the CARLI Office at support@carli.illinois.edu.

PreservationTip: Environmental Monitoring Program

A component of preventive preservation is maintaining appropriate environmental conditions for an institution's collections in order to prevent damage to items. Many libraries have an Environmental Monitoring Program (EMP), which assists in maintaining proper temperature and relative humidity through scheduled data collection, analysis and reporting the results

temperature and relative humidity through scheduled data collection, analysis and reporting the results.

Inappropriate temperature and relative humidity effect library materials in various ways. High humidity can lead to mold outbreaks among books or attract certain library pests, such as silverfish. Lower temperatures are best for all collection materials. However it is especially important for photographic, film, and magnetic media, due to their chemical makeup. Fluctuation of levels is also harmful to all materials. Low humidity and temperatures also slow the deterioration of paper materials. In general, relative humidity levels should be 30%-50% and temperatures should be lower than 70 degrees.

Tracking the temperature and humidity is made possible through placement of monitors throughout the library. Types of monitors include hygrothermographs for analog data or data loggers for electronic statistics. It is best to situate data loggers in areas that have known climate problems or in special collection rooms. The temperature and relative humidity is recorded at a set interval, such as every 15 minutes, then collected and analyzed. Digital data loggers can track conditions every few minutes, if needed, and the information is translated through various software systems. Many preservation departments will gather this information and format it into a clear report for facilities departments. The report can involve graphs or tables to illustrate the temperature and humidity issues in particular areas and the library overall. When EMP reports are compiled regularly, for instance every quarter, patterns in the building's environmental conditions may emerge. This can help facilities adjust HVAC systems in order to maintain appropriate temperature and relative humidity levels. An Environmental Monitoring Program is an important preservation component in caring for library collections.

Other Library News

Call for Applications for Digital Preservation Outreach & Education Trainer Workshop

The Library of Congress's new Digital Preservation Outreach & Education (DPOE) Train-the-Trainer Workshop, Midwest Region is [seeking applicants to participate](#).

The DPOE Train-the-Trainer Workshop, Midwest Region will take place August 21–24, 2012 in Indianapolis, Indiana. There is no charge to participate in the workshop for selected applicants. Travel and lodging during the workshop will be provided free of charge. For more information, see the [Library of Congress Call for Applications](#).

The workshop will prepare attendees to deliver digital preservation training, based on the DPOE Baseline Digital Preservation Curriculum, to working professionals in their communities. All attendees who successfully complete the workshop are recognized as DPOE Trainers and join the DPOE National Trainer Network.

The application deadline is June 8, 2012.

Upcoming Preservation Webinars from ICPN

Mark your calendars for these upcoming webinars in the preservation series from the Illinois Collections Preservation Network:

- June 12, 2012, 11:00 am to Noon: Photo Preservation, Part 1
Presenter Jennifer Hain Teper, Head of Preservation and Conservation, University of Illinois Library, University of Illinois at Urbana-Champaign, will demonstrate how to identify different types of photographs ranging from historic early photographic processes through modern digital prints, as well as common photoreprographic processes.
- June 18, 2012, 11:00 am to Noon: Photo Preservation, Part 2
Presenter Jennifer Hain Teper will address preservation of various photographs including proper storage, exhibit, and handling demonstrations.
- July 19, 2012, 11:00 am to Noon: Media Preservation
Presenter: Josh Harris, Media Preservation Coordinator, University of Illinois Library, University of Illinois at Urbana-Champaign

To join the ICPN [contact Bronwyn Eves](#), Project Manager. Network membership is free and allows you to participate in member events. Other member benefits include attending Webinars on preservation topics, attending a burn recovery workshop hosted by the University of Illinois Fire Service Institute, and borrowing environmental assessment kits to monitor temperature and humidity in collections areas. ICPN members are also eligible for scholarships for courses at the Campbell Center for Historic Preservation Studies in Mt. Carroll.

[Visit the ICPN web site](#) for more information. The ICPN is made possible by the Institute of Museum and Library Services' "Connecting to Collections" initiative.

Save the Date: Reaching Forward South

Plan now to attend Reaching Forward South, "Venturing into the Future," September 20–21 at the Northfield Inn in Springfield, Illinois. Speakers will include Dan Schnieder and Deb DiSandro. For more information, or to volunteer to help with the conference, visit the [Reaching Forward South web site](#).

Upcoming CARLI Events and Meeting

Forums, Workshops and Training

June 8 Library Instruction for Diverse Student Populations, Catholic Theological Union, Chicago
June 14 Voyager Acquisitions and Serials Training, CARLI Office, Champaign

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June 15 Voyager Acquisitions and Serials Training, CARLI Office, Champaign

July 12 Faculty Education / Outreach Forum, Joliet Junior College

Meetings

June 6 Executive Committee

June 7 Fiscal Period Close (Rollover) Open Conference Call

June 8 Fiscal Period Close (Rollover) Open Conference Call

June 11 E-Resources Working Group

June 12 I-Share Cataloging and Authority Control Team

June 13 I-Share OPAC Team

June 13 I-Share Acquisitions and Serials Team

June 14 I-Share Resource Sharing Team

June 15 CARLI Board of Directors, Heartland Community College, Normal

June 19 I-Share Instruction Team

June 21 Public Services Working Group

June 28 Collections Working Group

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.