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CARLI News July 13, 2012

Consortium of Academic and Research Libraries in Illinois

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CARLI News

July 13, 2012

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2012 CARLI Board of Directors Election Results

The election and appointment process for new members of the CARLI Board of Directors has been completed. New Board members elected to 3-year terms that began on July 1, 2012 are Cindy Fuller (Millikin University), Dennis Krieb (Lewis and Clark Community College), and Jane Treadwell (University of Illinois at Springfield). Phyllis Self (Western Illinois University) has been elected to serve the remaining year of the elected term of departing Board member David Carlson (Southern Illinois University Carbondale.)

CM! Winters Palacio (City Colleges of Chicago), Terry Cottrell (University of St. Francis), and Connie Poole (Southern Illinois University—School of Medicine) have accepted one year appointed seats on the Board, representing community colleges, private colleges/universities, and public universities respectively.

As of July 1, Cindy Fuller (Millikin University) has assumed the Chair of the CARLI Board, and Dennis Krieb (Lewis and Clark Community College) is Vice-Chair.

Outgoing members Mary Case (University of Illinois at Chicago), J. Richard Sayre (Monmouth College), and Lisa Stock (College of DuPage) attended their final Board meeting on June 15th. The Board, staff, and membership appreciate and thank all of them for their service and commitment to CARLI.

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

Committee Annual Reports Available

We encourage you to take time to [review the 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.

Over forty educational events on a wide variety of topics were offered to CARLI libraries, through the collaborative efforts of all CARLI committees. Overall, there were nearly 1900 registrants to all of the events developed and presented by CARLI committees last year. This represents a 40% increase in participation in just the last three years.

CARLI's working groups, user groups and teams play a vital role in the ongoing success of the organization, and the service of all of our volunteers maintains the tradition of commitment to developing and maintaining quality programs and services that enhance CARLI's reputation in Illinois and beyond.

The efforts of CARLI committee members provide a critical service to the organization and to all Illinois libraries, and we offer our thanks and deep appreciation for their service.

CARLI Committee Appointments Complete for FY 2013

CARLI has completed the appointment process for 2012-2013 CARLI committees. We had a record number of volunteers. Staff from 56 member libraries will serve on the CARLI Committees in 2012-2013. As in previous years, we will keep the volunteer list on file for any additional openings that may occur this year. We offer our sincere thanks to all those who volunteered to serve on CARLI committees.

I-Share

New Option for Searching HathiTrust Records in I-Share Libraries' Local Catalogs

I-Share libraries now have a new option to allow VuFind to search HathiTrust titles at the same time as locally held titles, by default. This option is available in the "regular" VuFind interface only, not in the mobile interface.

In April CARLI made available from the I-Share union catalog approximately 1.2 million records that describe and link to public domain electronic full text materials in the HathiTrust collection. When users search the I-Share union catalog, records for HathiTrust titles are also searched, by default, and results from the HathiTrust collection are intermingled with results from the I-Share union catalog in the user's result list. Users who want to override the default setting and search only I-Share records can change a setting on the Advanced Search page of the VuFind interface. Users who want to search HathiTrust records at the same time as their local library's records can, similarly, change the setting on the Advanced Search page in the VuFind interface to the local catalog.

In response to requests from I-Share libraries, it is now possible for libraries to change the default behavior of their VuFind local catalogs, to include HathiTrust search results with local catalog search results. Users who wanted to could then override their local catalog's default setting, and omit HathiTrust search results, by changing the setting on the Advanced Search page in their local catalog. I-Share libraries that want to change the default behavior of their local catalog must OPT IN to this new functionality. The CARLI default setting for the default behavior of VuFind will remain that HathiTrust records are included with union catalog search results but not included with local catalog search results.

If the library chooses not to opt in to the new functionality, HathiTrust records will still be searchable in the union catalog, or in the local catalog if the user changes the setting on the Advanced Search page.

To take advantage of the new option, libraries will need to complete the [VuFind Customization Form](#).

I-Share Liaisons should have already received a detailed announcement about this new option. As always, please email support@carli.illinois.edu if you have any questions or concerns.

FY 2012 Annual Statistics Package and Consortial Reports Now Available

The FY 2012 statistical reports package is now available for download from each library's respective xxxftp directories. The collection statistics snapshots are current as of the date on top of each report.

Three of the circulation reports are new this year. They are designed to help libraries evaluate their circulation policies and practices:

- Circulation Stat 8: Call Slip Fill Rate
- Circulation Stat 10: UB Loan Policies
- Circulation Stat 11: Local Loan Policies

[I-Share consortial statistics for FY2012](#) are also available from the CARLI web site. The consortial stats include:

- Collection Stat 8: Database Record Count
- Collection Stat 9: Unique Titles Report
- UB Stat 1: Outgoing ILL [Lending]
- UB Stat 2: Incoming ILL [Borrowing]
- Borrowing and Lending Comparison FY2012

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

Phone Calls to CARLI Support

Callers to the CARLI Support telephone number may notice that calls ring for a considerably longer time than normal before being sent to voicemail. If you need to leave a voicemail message, please continue to stay on the line. CARLI and the UIUC IT staff are working diligently to resolve issues related to the migration of telephone service to the new Unified Communications (UC) system.

As always, users have the option to email support@carli.illinois.edu to report any problems or concerns. Emails to support@carli.illinois.edu have been unaffected by the UC migration.

We appreciate your patience during this time of transition.

CARLI Bids Farewell to Retiring Staff Members

We extend a fond farewell to Mel Farrell, Library Systems Coordinator; Kathy Chang, Senior Research Programmer; and Anne Hudson, Application Support Specialist, who retired on June 30.

Mel began work with ILCISO in fall 1988. She was the first person hired as an ILCISO employee, joining Bernie Sloan and Kristine Hammerstrand, who had transferred from the University of Illinois' Administrative Information Systems Services unit that same year. Prior to being hired at ILCISO, Mel received an MLS from UIUC and was employed at the UIUC library. In her role at the UIUC library, she worked with ILCISO on the large training event that launched the first of our union catalogs, ILLINET Online (IO). Mel and Kris spent much of her first year traveling around Illinois offering workshops on dial access to IO and its use for statewide resource sharing, well before the days of Wi-Fi and web interfaces. Their tool kit included a lot of phone cord, a 20 lb. "laptop," an overhead projector, and transparencies.

When Kathy worked at Western Illinois University, one of her duties was to prepare patron data to be loaded into LCS. As a result, she came to the Library Systems Group at UIUC in 1989 with solid data processing experience as well as a familiarity with libraries. In those

came to the Library Systems Group at UIUC in 1969 with solid data processing experience as well as a familiarity with libraries. In those days, creating a location or allowing a new terminal to have access to LCS was a programming change. Kathy worked on LCS, MILO (the user-friendly interface to LCS and FBR), and IBIS (a set of locally mounted journal indexes). In recent years she has specialized in support of Web Voyage and VuFind. She designed our model for supporting Web Voyage in a consortial environment, and she was part of the team that designed the public interface for Patron Driven Acquisitions.

Anne began working with ILCSO in 1996, at the time of our migration from our homegrown systems to the DRA Classic integrated library system. Having previously worked as a trainer at PALINET and in various roles at DePaul University, she brought a deep knowledge of library procedures, and the practicalities of dealing with homegrown systems. Over the years, Anne was involved with monitoring system performance; supporting acquisitions and serials functionality; performing batch loads of patron, bibliographic, and authority data; and writing queries against DRA and Voyager. She worked closely with the I-Share Acquisitions Team and served on the State Library's Technology and Telecommunications Working Group.

During their tenure, ILCSO and CARLI implemented 3 different union catalog systems, and I-Share grew from 29 libraries in 1988 to 76 libraries in 2012. We extend our thanks and gratitude to Mel, Kathy, and Anne, for their commitment to resource sharing in Illinois, and for their nearly 63 years of dedicated service to the University of Illinois, ILCSO and CARLI. We wish the all the best on their retirement.

Search for Library Services Coordinator

CARLI is beginning the search process for a new Library Services Coordinator. If you are interested in joining the CARLI team, more information about the position is available on the [CARLI job announcements](#) page.

Preservation Tip: Staff Training for Everyday Preservation Practices

One of the most important aspects of effective preservation of all types of materials is ongoing training for the people who regularly handle them. Booth Library has developed the following guidelines for all our staff members as a baseline for proper handling. This material is presented to all new staff and student workers as part of their orientation. The library also holds occasional hands-on workshops to remind staff of preservation awareness and how to deal with water emergencies and other possible disasters.

General Handling Guidelines:

- Keep hands clean.
- Do not eat or drink when working with library materials.
- Avoid forcing books to lie open further than they easily do. When photocopying, use the "binder minder" instead of pressing the book down flat on the copier glass. This will prevent damage to the spine, which will eventually cause the book to fall apart.
- Be especially careful with books that have been exposed to cold weather; book glue becomes brittle in the cold, which may cause a book's spine to crack if it is not handled gently.
- Do not use paper clips or tape on books; do not use rubber bands on fragile materials or place "sticky" notes over printed material in a book (it may lift the ink from the page).
- Refer damaged material to a supervisor for proper repair.

Shelving:

- If a book is slightly too tall for the shelving space, do not shelve it on its fore edge (i.e., in the "spine-up" position). Instead, shelve it with the spine down.
- Do not leave shelves too loosely or too tightly packed. In general, shelves should be about 60% full. If you find overcrowded shelves, report them to a supervisor.
- Support the volumes on each shelf with a bookend – books should stand upright on the shelves to protect them from warping and falling.
- To remove a volume from the shelf, ease back the books on either side of the desired volume. Grasp the volume by the sides with the hand, remove it, and readjust the bookend. Never pull a book off the shelf using a finger over the top of the spine.
- To replace a volume, loosen the bookend and move the existing volumes to create a space. Reinsert the book in its place, and then readjust the bookend so that shelving is snug.
- Load book trucks so that they have a low center of gravity. Book trucks should not be overloaded.
- Maneuver book trucks carefully; they can and will tip over if handled carelessly. Be especially careful when pulling a book truck onto an elevator.

You can further assist the preservation effort by being aware of conditions that are damaging to the library materials and by helping to educate library users.

- When shelving materials, check their condition as you work. When you identify an item in need of help (e.g. brittle paper, pests, water damage, missing pages), do not reshelve it! Instead, give it to a supervisor for proper attention.
- Report potential disaster situations such as water leaks, smoke or other environmental hazards.
- Help educate users in what they can do to help preserve library materials. If you see someone damaging library materials, report it to your supervisor.

Other Library News

Apply for Library Public Programming Grants for Civil War 150

The Gilder Lehrman Institute of American History, in partnership with The Library of America, is [now accepting applications](#) from libraries and National Park historic sites for grants to develop public programming around the free traveling panel exhibition Civil War 150. The exhibition is part of Civil War 150: Exploring the War and Its Meaning through the Words of Those Who Lived It, a major three-year project

examination is part of Civil War 150: Exploring the War and its meaning through the words of those who lived it, a major three-year project funded by the National Endowment for the Humanities. The project is centered on the four-volume Library of America series *The Civil War Told by Those Who Lived It* and includes a collection of readers (discussion guides) drawn from the series.

Fifty sites selected by competitive application to host the Civil War 150 exhibition will each be awarded a grant of \$1,000 to plan accompanying public programming. In addition, applicants will automatically be considered for \$500 "Civil War 150" Public Programming Grants that will be distributed to 150 sites nationwide. The exhibition is available for three-week periods from October 2012 to March 2015. Hosting sites will also receive supporting interpretive and contextual materials, including the Civil War 150 readers and access to a multimedia website with robust digital resources.

Public, academic, and special libraries as well as National Park historic sites are invited to submit applications for the public programming grants and exhibition. [Applications](#) will be accepted through Monday, July 23, 2012 on a rolling basis.

Reaching Forward South Conference for Support Staff

[Register now](#) to attend Reaching Forward South Conference for Support Staff on September 19 and 20, 2012. Kick-off events on September 19 commence at 2:00 pm with an author's tea. Meet various Illinois authors while enjoying tea and cookies as the authors tell you about books, writing, and the author's life. Autographed books will be on hand for sale. Immediately after the tea join the RFS committee for a glass of wine, chocolate, and cheese.

Friday's main speakers include Dan Schneider on the topic of "Fonix of the Future" followed by two educational sessions of the attendee's choice. After lunch, motivational speaker Deb DiSandro, Dr. Slightly Off, will tell attendees to "Take Two Ho-Ho's and Call Me in the Morning."

More information and registration are available on the [conference web site](#).

Upcoming CARLI Meetings

July 17 I-Share Acquisitions and Serials Team, CARLI Office

July 25 I-Share Cataloging and Authority Control Team

July 31 I-Share Instruction Team, CARLI Office

August 8 I-Share OPAC Team

August 13 E-Resources Working Group

CARLI Committees, Working Groups and Teams are setting meeting dates and times for FY 2013. 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.