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## CARLI News November 26, 2012

Consortium of Academic and Research Libraries in Illinois

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## CARLI News

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November 26, 2012

### In This Issue:

[CARLI Holiday Hours](#)

[2012 Annual Meeting Presentations Available Online](#)

[I-Share](#)

—"Reconciling Voyager Acquisitions with your Institution's Accounting System" Webinar

—Resource Sharing Team Mini-Webinars

—RDA Resources from CARLI

—Save the Date: Instruction Team Unconference

[Book Digitization Initiative is Seeking Proposals](#)

[Preservation Tip: The Impact of Use on Library Materials—Educating Library Patrons](#)

[Other Library News](#)

—Apply by December 14 for ILEAD USA

—Learning Space Toolkit Launches

[Upcoming CARLI Meetings and Events](#)

[Contact Us](#)

### CARLI Holiday Hours

The CARLI office will be closed for the holidays December 24–January 1. ILDS will not provide delivery service on December 24, 25, 2012 and January 1, 2013.

Please send an email to [support@carli.illinois.edu](mailto:support@carli.illinois.edu) or call toll free 866.904.5843 to report any problems or concerns. Callers will have the option to page a tech support staff person to report a system outage or any other serious problem. CARLI staff will respond to all other issues and reports when regular business hours resume on January 2.

### 2012 Annual Meeting Presentations Available Online

The presentations and handouts from the [2012 CARLI Annual Meeting](#) are now available.

Presentations include the keynote address "Crossroads or Precipice? Reflections from the Darkening Ivory Tower," as well as breakout sessions "Using CARLI Digital Collections," "Preparing for RDA (Resource Description and Access)," and "Critical Functionality in the Next Generation ILS."

The document "Frequently Asked Questions about Archon" that was provided in attendee packets is also available.

### I-Share

#### "Reconciling Voyager Acquisitions with your Institution's Accounting System" Webinar

Plan to attend the I-Share Acquisitions and Serials Team Webinar "Reconciling Voyager Acquisitions with your Institution's Accounting System" on Wednesday, November 28. 10:00–11:00 am.

Libraries use Voyager's Acquisitions module as an effective tool for generating orders and invoices and tracking commitments and expenditures. At most institutions, however, commitments and expenditures are still controlled by a central accounting office. The Harper College Library has developed procedures for reconciling activity in the Acquisitions module with Accounting Office transactions using Voyager reports, Oracle reports, and Excel spreadsheets. This webinar will be devoted to demonstrating how the Harper Library uses these tools to keep careful track of its purchasing activity and maintain a balanced budget. Jim Edstrom, Coordinator of Technical Services at Harper College, will present.

No registration is required to attend. The webinar will be held via Adobe Connect and will be recorded. [Visit the event page](#) for details and connection information.

#### Resource Sharing Team Mini-Webinars

The I-Share Resource Sharing Team is presenting a series of 3 mini-webinars on Thursday December 6. Each session will be repeated in the morning and afternoon, and will be recorded. Feel free to call in and stay for all three webinars, or just call in for the one(s) in which you are most interested. Registration is not required.

Webinar topics are:

- Session 1: Ebook lending
- Session 2: Interlibrary loan relations and fines/realistic expectations for lost/damaged books
- Session 3: Library Student Assistants

Webinars will be held using Adobe Connect and conference call. For a complete session description and for connection information, [visit the event page](#).

## **RDA Resources from CARLI**

RDA, or Resource Description and Access, is the new set of rules for cataloging and metadata creation, which replaces AACR2. Many libraries plan to adopt it when the Library of Congress, the National Library of Medicine, and other national libraries do so, in March of 2013, but some RDA records are already present in our databases.

- ***RDA for Everyone at I-Share Libraries***

Plan to join us on Wednesday, December 5, 2012, from 1:30-3:00 pm. Nicole Swanson, CARLI User Services will give an overview of RDA and the rationale behind it; Paige Weston, CARLI User Services, will address the impact of RDA on the two I-Share public access interfaces, WebVoyage Classic and VuFind; and John Whisler from Eastern Illinois University will speak on "Heading conflicts: an old problem gets worse before it gets better."

No registration is required. Just connect to <http://webjunctionillinois.adobeconnect.com/ica> a few minutes before 1:30. The webinar will be recorded for those who wish to view it later.

- ***RDA for Cataloging Staff at I-Share Libraries***

Join us on Thursday, December 13, 2012, from 10:00-11:30 am. Lynn Fields from Southern Illinois University at Edwardsville will respond to questions about the FRBR as the basis of RDA, and the changes from AACR2 to RDA; CARLI staff will discuss the Strawn utilities for global headings changes and what kinds of tasks are best suited to this suite of tools; and John Whisler will consider "Techniques for manual heading correction."

No registration is required. Just connect to <http://webjunctionillinois.adobeconnect.com/ica> a few minutes before 10. The webinar will be recorded for those who wish to view it later.

- ***Other RDA Resources***

Visit the new RDA Resources page on the CARLI web site for a collection of books, articles, webinars, training opportunities, and best practices documents from many sources: <http://www.carli.illinois.edu/mem-prod/i-share/cat/rda-resources>. The [RDA Training Opportunities List](#) on the CARLI wiki provides another resource to share and receive information about RDA training.

For more information, please email the CARLI Office at [support@carli.illinois.edu](mailto:support@carli.illinois.edu).

## **Save the Date: Instruction Team Unconference**

Watch for registration information coming soon for the Instruction Team Unconference to be held on Friday, January 25, 2013 at Illinois Wesleyan University, Bloomington.

Is the traditional college research paper really an effective pedagogical tool for teaching disciplinary knowledge? How about for teaching research to students who by and large won't become academics? How can librarians work with teaching faculty to move past teaching tools to teaching the concepts that underlie good research? Last year's CARLI I-Share Instruction Team's library instruction unconference succeeded in allowing instruction librarians to discuss and share best practices regarding a variety of critical issues. The great majority of our teaching though, is a collaborative effort with teaching faculty. This year we would like to expand the scope of the library instruction unconference by bringing teaching faculty members into the conversations so we can better address questions like those listed above. The CARLI Instruction Team is asking librarians to recruit teaching faculty members from their institutions to participate in this unconference.

What is an unconference? Unconferences are founded on the concept that everyone attending a conference has valuable ideas and experiences to share. Participants choose what topics they are most interested in and break out into discussion groups. These groups tap the collective wisdom of all members to generate new questions and solutions.

## **Book Digitization Initiative is Seeking Proposals**

The CARLI Book Digitization Initiative provides an opportunity for CARLI members to expand access to their physical collections through digitization. Over 7,280 books, theses, serials, yearbooks, and pamphlets from 45 CARLI member libraries have been digitized through the CARLI Book Digitization Initiative and are available on the Internet Archive. For more information about how to submit a proposal, [visit the Book Digitization web page](#). Proposals are accepted at any time; however, those received by December 15 will receive a response on its status within 30 days. Proposals that are accepted will be digitized this fiscal year.

If you are interested in an information webinar, please request an individual session by emailing the CARLI Office at [support@carli.illinois.edu](mailto:support@carli.illinois.edu).

## **Preservation Tip: The Impact of Use on Library Materials—Educating Library Patrons**

Among the factors that negatively affect a library's collections budget is the need to replace items that have been damaged through user neglect or maltreatment. A study conducted a few years ago at Booth Library revealed that the value of ruined items, plus replacement costs for the few of these that could be replaced, exceeded \$6300 in a one-year period. This figure represents approximately 150 damaged books, which had to be withdrawn. Only 25 of them were directly replaced.

In order to educate users, and hopefully to reduce damage to materials, an exhibit was created that showed materials that had been damaged in usual and unusual ways. Along with this display, the exhibit provided common sense tips on how to care for materials. The exhibit encouraged users to treat library materials well by emphasizing the fact that careless or abusive handling has a direct impact on the quality of the library's collection. Some items are irreplaceable, and even when they can be replaced, the money would be better spent on growing the collection.

These are the common sense recommendations the exhibit provided:

- Keep books dry. Plastic bags are available at the Circulation Desk if it's raining.
- Pull books from the shelf from the middle of their spine, not the top.
- Use care when photocopying books; pressing down hard will break the spine.
- Keep pets away from all library materials.
- Don't write or use highlighters in books.
- Use a bookmark or plain piece of paper to mark your place.
- Don't use Post-It notes, paper clips, rubber bands, or tape on books.
- Don't attempt to repair a book.
- Keep food and drink away from books; they attract book-destroying pests and cause stains.
- Don't cut or tear an item out of a book.
- Keep books away from open flames (such as candles) and other heat sources (radiators, etc.).
- In the winter, a cold book (brought in from a car, for example) should be allowed to reach room temperature before opening. The glue that holds the spine together becomes brittle in low temperatures and is more likely to crack when cold.

As a further deterrent to careless or abusive handling, the exhibit reminded borrowers that they are responsible for the care of materials they use. If a book must be withdrawn due to damage caused by a borrower, it is Booth Library's policy to assess the patron a fine or the value of the book (whichever is higher), plus a processing fee.

Examples of damaged items in the display included:

- Books damaged by water. Water is a major destroyer of books through its warping, weakening effect on paper and bindings and because wet books are vulnerable to mold growth.
- Books damaged by pets. Chewing and urine stains are among the most common damage caused by pets.
- Several books had cracked or broken spines due to rough use or deliberate mishandling.
- Deliberate damage included:
  - Pages or pictures cut out
  - Underlining / highlighting / writing in margins
- Some books damaged in the exhibit were damaged in more unusual ways. One had a circular burn on its cover that extended several pages into the text block. It appeared that a burning candle had been placed on it and left unattended. Another book had obvious car/truck tire tracks across the inside front cover and first page.

An exhibit such as this (or related outreach methods such as a newsletter article or an informational bookmark) can demonstrate to users the direct impact of how they handle library materials on the quantity and quality of their library's collections.

## Other Library News

### Apply by December 14 for ILEAD USA

"[ILEAD USA](#) (Innovative Librarians Explore, Apply and Discover): The 21st Century Technology and Leadership Skills Institute for the States" will be held at the University of Illinois Springfield on March 25–28, June 17–20 and October 21–24, 2013.

The Illinois State Library is accepting applications until December 14 for mentors, instructors, and participants for ILEAD USA. ILEAD USA is a competitive, application-only program. [Please consider applying](#) for one of the three components.

ILEAD USA is made possible by a Laura Bush 21st Century Librarian Program grant awarded to the State Library by the Institute of Museum and Library Services (IMLS). Contact [Gwen Harrison](#) or [Debra Aggert](#) if you have questions.

### Learning Space Toolkit Launches

The [Learning Space Toolkit](#) is a freely available resource designed to support the full lifecycle of a learning space design project, from defining the goals and needs, to designing the space to supporting it. By using the Toolkit, institutions will be better equipped to orchestrate the planning process so that learners are better supported and spaces, technology, and services are effective. Watch this video (<http://youtu.be/bjd8TQnXm5E>) for an overview.

The Learning Space Toolkit Team, North Carolina State University Libraries and DELTA, brightspot strategy, Strategy Plus at AECOM, is also interested in hearing about your institution's informal learning spaces. Please submit one or more of your spaces for consideration as featured examples in the Toolkit. If there is an excellent space that we shouldn't overlook, [send us your nomination!](#)

The Learning Space Toolkit project is made possible by a National Leadership Grant from the Institute of Museum and Library Services.

### Upcoming CARLI Meetings and Events

The CARLI Office will be closed for the holidays December 24-January 1.

### Forums, Workshops and Training

- November 28 Reconciling Voyager Acquisitions with your Institution's Accounting System Webinar
- December 5 RDA for Everyone at I-Share Libraries Webinar
- December 6 I-Share Resource Sharing Team Mini-Webinars
- December 13 RDA for Cataloging Staff at I-Share Libraries Webinar
- January 25 I-Share Instruction Team Unconference, Illinois Wesleyan University, Bloomington

### **Meetings**

- December 3 I-Share Cataloging and Authority Control Team
- December 7 CARLI Board, SIU School of Medicine, Springfield
- December 10 E-Resources Working Group
- December 11 Preservation Working Group
- December 12 I-Share OPAC Team
- December 12 I-Share Acquisitions and Serials Team
- December 19 Digital Collections Users' Group
- January 7 I-Share Cataloging and Authority Control Team
- January 9 I-Share OPAC Team
- January 14 E-Resources Working Group
- January 16 Digital Collections Users' Group
- January 16 I-Share Acquisitions and Serials Team
- January 18 I-Share Users' Group
- January 18 I-Share Instruction Tea

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.