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CARLI News December 20, 2012

Consortium of Academic and Research Libraries in Illinois

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CARLI News

December 20, 2012

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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, or 31 2012; or on January 1, 2013.

Please send an email to 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.

State Library Annual Certification Web Site Now Online

Beginning on January 2, 2013, all regional library system member libraries will be required to complete an annual online library certification. The State Library's [Annual Library Certification Website](#) is now available.

The Certification web site includes a link to the data and questions that will be included in the certification form, a link to the online certification portal (accessible only between January 2 and March 31), and a timeline and Frequently Asked Questions document about the annual certification process.

All system member libraries should have received an informational letter from State Library Director Anne Craig with more information about the certification process.

The online certification portal requires the agency ELI Control Number and the main administrative branch number for each library system member. This information is available on the [L2 web site](#). Locate your library agency information and scroll through the information to find the ELI Control Number. Main administrative branches are identified as 00 for public, academic, special, and private school libraries.

The annual certification process is a requirement for all library system members, full or developmental, in order to qualify for system services and programs/services from the Illinois State Library. The window for this certification will begin January 2 and will be open through March 31, 2013. Questions about the process should be [emailed to Pat Boze](#).

Save the Date: "Introduction to Archon" Webinar

Plan to join us at 10 a.m. on January 18, 2013 for the "Introduction to Archon" webinar.

Archon is an Open Source tool for managing descriptive information about archival materials and for publishing that information on the web. Archon, a unified platform for archival description and access, provides both a way to record descriptive information about collections and digital objects and a means to view, search, and browse that information in a fully functional public web site. Once you have input or edited information using some simple web forms, Archon automatically uploads the information, publishes the website, and generates EAD and MARC records.

Beginning in 2013, CARLI Governing members may opt to use the Archon software that is hosted on a server operated by CARLI. For these participating CARLI libraries, Archon is entirely web-based; no software needs to be installed at the library. Alternately, as Archon is an open source product, any library may choose to host their own installation of Archon.

Watch for more information coming early in 2013! This presentation will be recorded.

I-Share

Register for the Instruction Team Unconference

[Register now](#) 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.

If you have a topic you would like to learn more about, the Instruction Team has set up a survey (via SurveyMonkey) to list ideas for conversations. [Add your interest or topic suggestions](#).

[Register](#) by Friday, January 18, 2013.

RDA Resources from CARLI

[Visit the RDA Resources page](#) on the CARLI web site for a collection of books, articles, webinars, training opportunities, and best practices documents from many sources. 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.

SFX

eBook A-Z lists

eBook A-Z lists are now available for all SFX instances on the CARLI server. The URL for direct access is http://sfx.carli.illinois.edu/sfx***/azbook (where *** is CARLI's three-letter code for your library). It is also possible to make the eBook A-Z accessible from the eJournal A-Z, via a configuration setting in SFXAdmin. Documentation about the eBook A-Z is available in the Ex Libris DocPortal. If you have questions or concerns not addressed in the documentation, please send them to support@carli.illinois.edu.

SFX "Admin Lite"

CARLI has upgraded SFX to version 4.4. SFX now has an "Admin Lite" interface, appropriate for staff members who would do KB maintenance tasks (activating object portfolios, adjusting local thresholds), or who would run SFX usage reports, but who would not do any other tasks within SFXAdmin. A recorded lesson about working with the "lite" security profile is available free of charge on the [Ex Libris Learning Center](#) (enrollment key: adm1n11te).

Join the Virtual Library Conversations

The CARLI Public Services Working Group is interested in creating continuous learning experiences rather than one-stop sessions. We believe conversations can be facilitated via technology to create interest, make connections, and share ideas on a variety of topics including:

- Instruction Assessment
- One-on-One Reference
- Budgets and Structures
- Non-Traditional Communities
- Library Virtual Presence

Join the virtual conversations by [subscribing to the Public Services Interest Group email list](#).

Preservation Tip: Controlling Light Levels in Libraries and Archives

The level of artificial and natural lighting in Libraries and Archives must be balanced to meet the needs of users with the protection of materials. People need about 30 and 60 foot-candles for comfortable reading but paper and bindings are best preserved in complete darkness or minimal lighting of 6 to 35 foot-candles: just enough to allow users to safely and comfortably retrieve materials from shelves. (Ogden, 18)

The most destructive light comes from UV rays from sunlight and fluorescent tubes, and heat emitted by high-intensity or incandescent lamps. Excessive light and/or heat degrade the fibers in paper and binding cloth, and UV rays will permanently fade any exposed texts or images. Remember, lighting damage is cumulative and cannot be reversed!

images. Remember, lighting damage is cumulative and cannot be reversed.

The best way to manage light levels is during the design phase of a construction or renovation project, but there are options to retrofit existing spaces and limit destructive light exposure.

Reduce, relocate, and remove. Lighting levels can be reduced through the installation of blinds or curtains on windows, UV filtering guards or film, and sometimes by replacing bulbs, tubes, or fixtures. Collections located in areas of intense natural or artificial light can be relocated to reduce light exposure: General collections in areas with direct natural light should have ranges of shelving set perpendicular to and away from windows while special collections, rare books, and archives should be located in areas free of all natural light (Ogden, 18). Display lighting in exhibit cases may be unnecessary in cases are located near adequate ambient light. Vulnerable items on exhibit such as prints, posters, photographs, and printed texts should be switched out every 90 days or so to reduce overall light exposure. Prints and posters should be framed using UV resistant acrylic and should be installed away from direct sunlight or intense artificial light.

Light meters. Meters to measure light levels and UV rays can be ordered through photography or scientific supply vendors (Specific recommendations for light levels can be found on NEDCC and Library of Congress publications linked below).

UV blocking guards. Fluorescent lighting tubes can be retrofitted with clear sleeves of Polycarbonate that will block most UV rays. These sleeves can be ordered through most commercial lighting vendors and require minimal labor to install.

Curtains/blinds. Windows that emit intense sunlight and heat can be blocked using standard blinds, shades, or curtains. Be sure to fix all stays to prevent window coverings from being opened, and be aware of patches of direct light that may penetrate through and cause spot fading on vulnerable materials.

UV blocking film. When curtains or shades are not appropriate, windows and skylights can be filtered using clear, UV blocking film. The highest quality films will dramatically reduce infiltration of UV light and radiant heat and will produce no visual distortion on the glass, but they may be expensive and require professional installation. Cheaper do-it-yourself film can be effective in blocking destructive light, but may be noticeable on windows and can become detached over time.

Case curtains. Exhibit cases located near lighting may be fitted with coverings to block light during hours when a facility is closed.

References:

Ogden, Barclay. Collection Preservation in Library Building Design. Berkley: University of California Berkley Library, 2004.

Selected resources

[General Library lighting issues](#)

[Light damage risks](#)

[Care of photographs](#)

[Care of books and paper on exhibits](#)

Other Library News

2013 ILA Annual Conference Call for Programs

The theme for the 2013 ILA Annual Conference is "Ignite!" with fire symbolizing the burning enthusiasm of our profession, the sparking and catching of ideas, and the untamed ambition of all those who seek to offer warm atmospheres, transforming ideas, and hot services to their communities.

The ILA Annual Conference Program Committee is seeking program proposals that focus on engaging your community, stimulating imagination, fostering creativity and ingenuity, sharing gifts and talents, and demonstrating leadership for libraries of every size and every type. Whether you are an academic, special, school, or public librarian; a human resources, marketing, facilities, or law professional; or in a rural or city library serving a large or small population, we ask you to consider submitting a proposal.

Proposals are due February 28, 2013.

For additional information, [visit the ILA web site](#).

Upcoming CARLI Meetings and Events

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

Forums, Workshops and Training

January 18 Introduction to Archon Webinar

January 22 Book Digitization Initiative Informational Webinar

January 25 I-Share Instruction Team Unconference, Illinois Wesleyan University, Bloomington

February 4 Book Digitization Initiative Informational Webinar

Meetings

January 7 I-Share Cataloging and Authority Control Team

January 7 Collections Working Group
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 17 Digital Preservation Joint Subcommittee
January 18 I-Share Users' Group
January 18 I-Share Instruction Team
January 31 Public Services Working Group
January 31 Collections Working Group

February 4 I-Share Cataloging and Authority Control Team
February 7 I-Share Resource Sharing Team
February 11 E-Resources Working Group
February 13 I-Share OPAC Team
February 19 Collections Working Group
February 20 Digital Collections Users' Group
February 20 I-Share Acquisitions and Serials Team
February 21 Digital Preservation Joint Subcommittee
February 25 Preservation Working Group
February 25 Public Services 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.