



Monthly Report February 2009

News

New Central Library Webpages Launched

Kudos to the Central Library Web Team! After considerable work by the Central Library Web Team, the newly refreshed and reorganized [Central Library webpages](#) “went live” on February 19th. Amy Stewart-Mailhiot first proposed an overhaul of the Central Library webpages to John Haar in March 2007. John supported the project and appointed Amy to lead the effort. Former Central Library colleague Sara Byrd (now at the Management Library) devoted considerable time toward getting this project going, and came up with the original draft design for the new Central Library webpages.

We recognize and appreciate the hard work of the Central Library Web Team over a period of almost two years on this much needed project. Amy Stewart-Mailhiot provided good leadership for the Web Team, and all its members devoted considerable time and effort to move the project along to a successful conclusion. The Web Team includes Amy, Peter Brush, Larry Romans, Melinda Brown, Mary Aquila, and Frank Lester (and formerly Sara Byrd). Mary and Frank were recruited to the Web Team during the waning months of fall semester 2008, and both devoted significant time and fresh energy to help bring the new webpages to fruition this month. Frank Lester will assume the primary responsibility for the continued development, maintenance, and improvement of the library’s webpages henceforth, as this is one of his primary job responsibilities. A “phase two” of this project will develop further enhancements and additions to the webpages.

Johnnie Anthony Remains on Medical Leave

After meeting with her doctor, Johnnie Anthony learned that she needs to remain out on medical leave for a few more weeks to recover from her knee surgery in December. We miss Johnnie and hope her continued rehabilitation goes well. Johnnie would welcome hearing from her friends and colleagues at the library. Please contact Robyn Harris for Johnnie’s home address and telephone number, if you would like to send Johnnie a card, visit her, or chat with her by phone.

Administration

Robyn Harris continued her ongoing work for the Office of the University Librarian (OUL), in addition to her regular responsibilities for Central Library administration. Robyn worked to support Dean Connie Dowell during the Dean’s visit to the library during the first week of February, and continued to work on projects for OUL and Dean Dowell for the remainder of February. She met with Jennifer Hackett to arrange for desk-side recycling for OUL.

Robyn is chair of the LibQUAL+ Marketing Subcommittee. She helped develop flyers, announcements for campus publications, the library ticker announcement, and other marketing tools to promote the LibQUAL+ survey, as well as meeting with the larger LibQUAL+ group. In other committee work, Robyn worked with the Communications Committee to prepare announcements for Dean Dowell’s arrival in March. Her service on the Green Team included a review of the GLB energy audit, and the development of a plan for the GLB’s Power Reduction Week. As chair of the Signage Committee, Robyn reviewed GLB building signage to prepare for office relocations and title changes coming prior to or following Dean Dowell’s arrival in March.

With Johnnie Anthony’s absence, Robyn continued to help cover the responsibilities of the reception desk, with the capable assistance of Janie King and Banks Lyons, and additional assistance from the Circulation and Reference staff in responding to questions normally answered by Johnnie.

Bandy Center Now Included in Monthly Report

David Carpenter met with Yvonne Boyer to discuss the need to better communicate activities and accomplishments associated with the W. T. Bandy Center. Beginning with this month, a section of the library's monthly report will be devoted to reporting Bandy Center activities, as described by Yvonne.

Meeting with Provost McCarty

Along with other library directors, Office of the University Library administrators, and Dean Connie Dowell, David attended a meeting on February 2nd with Provost McCarty, John McDaniel (Associate Vice Chancellor for Academic Affairs), and Timothy McNamara (Associate Provost for Faculty). Provost McCarty and his colleagues explained the university's budget situation in detail, and described their efforts to address the situation. Questions and comments from library attendees were encouraged, and most attendees found the meeting to be very helpful in better understanding how the economic crisis was affecting the university and what steps were being taken by university administrators to protect the institution.

Budget Issues and Management

David devoted considerable time to examining the library budget in minute detail this month, looking back over five years of trends and expenses associated with particular lines in the library budget. He worked to find any items where savings could be identified, or funds reallocated, in developing the library's fiscal year 2009/2010 budget proposal to meet university and OUL guidelines.

Access and Use Policies Project Team

David and Robyn Harris both volunteered to serve on a new project team charged in part "to review the need for new and revised policies and procedures with respect to LUC (library use cards) issued to [members of the] non-Vanderbilt community." The group (which held its first meeting on February 25th) will also "review the library's conduct policy" as a part of its charge. This new project team will report back to Library Council. It was formed in response to increasing concerns about questionable use of library facilities and computing resources by non-Vanderbilt individuals. Sue Erickson is chairing the group, with David, Bill Hook, Robyn Harris, and Celia Walker serving as members.

GPO Depositories and ASERL Grant Application

David and Flo Wilson met with Larry Romans to discuss Larry's letter of support for the Association of Southeastern Research Libraries (ASERL) grant application to create government information Centers of Excellence in the Southeast. Larry briefed David and Flo on the various issues that are being discussed in the GPO depository program and described the ASERL proposal in detail. He also reviewed the different types of GPO depositories, and the obligations of each in acquiring, housing, and making documents available to individuals who need to use them.

Statistics

General Library Building (GLB) Access (includes Divinity Library)

56,461 entrances/exits at Library Lawn (no increase/decrease from February 2008)
22,041 entrances/exit at Breezeway (5% decrease from February 2008)
78,502 total entrances/exits to the GLB (2% decrease from February 2008)

Circulation

7,490 total charges at circulation desk (6% decrease from February 2008)
225 renewals at circulation desk (15% increase from February 2008)
1269 charges at express check-out (1% decrease from February 2008)
6,660 online renewals (42% decrease from February 2008)
363 laptop charges (17% decrease from February 2008)
2 laptop renewals
529 reserve charges (23% decrease from February 2008)
14 reserve renewals
7,337 items discharged (9% decrease from February 2008)
17,002 total items charged (25% decrease from February 2008)
2,566 items received from other libraries (33% increase from February 2008)
506 holds placed (30% increase from February 2008)
144 searches for missing books (35% increase from February 2008)
77 bills created (57% increase from February 2008)
9872 books shelved (11% decrease from February 2008)
547 bound periodicals shelved (27% increase from February 2008)
677 unbound periodicals shelved (15% decrease from February 2008)

513 newspapers shelved (16% increase from February 2008)
12,133 total items shelved (10% decrease from February 2008)
242 periodical volumes sent to the bindery
220 periodicals volumes returned from the bindery and prepared for shelving
9 boxes of microfilm received from bindery for GIMS
146 rush books processed (62% decrease from February 2008))
3 book trucks sent to the Annex from stacks (% decrease from February 2008)
57.8 hours spent shifting in stacks (% decrease from February 2008)
13 sets of serials sent to the bindery

Reference

743 total reference transactions
270 (38%) reference questions answered at reference desk
51 (7%) by e-mail
34 (5%) by telephone
363 (50%) directional questions answered at reference desk
18 e-mail questions off-desk
2 phone or in person questions off-desk
4 consultation meetings off-desk with students doing in-depth research projects

Government Information/Media Services

485 total items charged (28% decrease from February 2008)
527 items discharged (20% decrease from February 2008)
78 reference questions (26% decrease from February 2008)
393 media service transactions (14% increase from February 2008)
56 video reserves processed (22% decrease from February 2008)
3 video reserve purchase requests submitted
10 personal videos processed for reserves
61 items sent to bindery
366 depository items processed
1380 non-depository items processed
121 items copy-cataloged
210 items re-shelved (26% decrease from February 2008)

Bandy Center

150 Baudelaire Center books consulted
8 Pascal Pia Collection books paged from the Library Annex
1 box (2 dossiers) Gilbert Sigaux Collection materials consulted
8 interlibrary loan requests
80 photocopies prepared

Instruction

29 sessions for 417 participants

Circulation (Janet Thomason)

Maintenance

Student workers Shahrul Ramli, Rebekka Michaelsen, and Joe Webster worked on an ongoing shifting project on the eighth floor in order to make room for Chinese language books in the DS call number area. Briannah Green, Megan Ramirez, and Moriah Scarbrough worked on shelf clean-up and pulling sets to transfer on the third floor. Ashley Meadows alphabetized the leisure reading bookshelves. Matt McKee met with the copier upgrade proposal team on February 19. On Feb. 18th, Matt sent a list of possible annex transfers to Jared and Larry in the "S" classification to make room for some overcrowding in the R's.

Reserves

There have been no new courses added to Reserves, only new items being added to an existing list/course. Larentina has been doing some clean-up of the course notebook making sure all of the books that were "recalled" have come in. If they have not come in, she will investigate to see what is going on with it. She is also deleting files from fall semester reserves and mailing the materials that have not been picked-up back to the professors.

Circulation

The library had an incident on February 3rd when a process server entered the library to serve court papers on a student employee. The process server asked a staff member to give him the work schedule of this student. The staff member did not feel comfortable in doing so and referred the process server to David Carpenter, which was the appropriate thing to do. David spoke with Lisa Shipman by phone to determine the appropriate way to respond to this situation, which had not arisen before. Lisa agreed to respond to the process server after she had the opportunity to consult with VUPD about university policies regarding process servers. Following Lisa's conversation with VUPD, she advised us that NO ONE should be on VU property trying to serve legal documents to anyone. We are to politely ask them to leave and if they become problematic, call VUPD. Furthermore, we should never give out student or staff work schedules to anyone.

Another incident happened on February 18 around 8:30 p.m. when an agitated man came to the Circulation area and was engaged by the security guard who brought him into the office. Shortly afterward, a student came to the circulation desk and said that he and the man had gotten into a dispute over the man talking loudly on his cell phone. When the student returned from his search he found the agitated man looking into his cell phone presumably to get his name. VUPD was called in to get the student's statement and the man was led out by VUPD.

Robert took vacation time Feb. 22-25 and Janet worked his closing shift.

Janet prepared the library access schedule for the card office for March – August 09. During the week of February 16th, Janet worked on a spreadsheet regarding staffing for Central's three service points for Julie Blagojevich.

Periodicals

Missing shelf labels in the Periodicals Reading Room were replaced; replacement requests were made for four missing issues; 9 boxes of microfilm were received from Marking/Binding and delivered to Government/Media Services; 25 title cancellations were processed—5 titles were pulled and 3 shelf labels were made; one box of duplicates was sent to Absolute. We continue to have problems with someone stealing the City Paper and the Wall Street Journal issues.

Collection Development (Jared Ingersoll)

Yvonne Boyer met with Professors Morna O'Neill and Jinah Kim (History of Art) regarding library resources and future library instruction sessions.

Sue Widmer organized a demo of the OECD Source database, attended by many bibliographers.

Sue Widmer reviewed continuation subscriptions for Russian.

Jared Ingersoll and Bryan Kurowski developed an Excel tool to review changes to Blackwell approval profiles.

All bibliographers continued their review of Blackwell approval plan revisions, and met individually with Jared Ingersoll to outline needed changes and amendments to revisions.

Jared Ingersoll met with Barb Parish (Gale) to discuss new products.

Publication and Professional Development

Peter Brush and Deborah Lilton attended African American history and Culture conference at Tennessee State University (Avon Williams Campus).

Peter Brush attended Language Center workshop on Web 2.0 technologies.

Peter Brush published articles on the African Liberation Support Committee, Black Liberation Army, and Congresswoman Bernice Johnson in Encyclopedia of African American History, 1896 to the Present : From the Age of Segregation to the Twenty-first Century, editor in chief: Paul Finkelman (New York: Oxford University Press), 2008.

Yvonne Boyer participated in a conference call of the CIFNAL (Collaborative Initiative for French Language Collections) Board, of which she is a member.

Training and Outreach

Ramona Romero: provided two tours for Classics faculty candidates; attended presentations by these two candidates; met with Prof. Wickkiser twice to plan an instruction session; and attended an AIA lecture given by Prof. Wickkiser.

Bandy Center (Yvonne Boyer)

The Bandy Center welcomed Mathilde Labbé, French scholar from the Sorbonne University in Paris, visited the Bandy Center from February 11-23. She consulted material from the Baudelaire and the Pascal Pia Collection. In addition Ms. Labbé interviewed French & Italian Dept faculty members, current and retired, about the role of the Bandy Center and Baudelaire scholarship. Yvonne Boyer provided research assistance, contacts and interviews, and other contacts in the US. Yvonne also provided service to Ms. Labbé with access to Center materials, providing reference service, scheduling meetings with French & Italian faculty and graduate students and escorting her on a tour of Nashville. Yuh-Fen Benda kindly provided translation assistance to Ms. Labbé for Asian language material. Bryan Kurowski assisted Ms. Labbé with technical issues and provided student assistant time for photocopying. Ms. Labbé appreciated the service provided by the library staff and thanked them by bringing in some French cookies.

Lisa Weiss, Assistant Director of the Bandy Center, corresponded with visiting scholar Mathilde Labbé and welcomed her to the Center. She also welcomed local scholars to the Center to consult materials that they had requested through ACORN.

The Bandy Center hosted Professor Virginia Scott's class *French 272: Adultery and Transgression in Literature*. We had 18 student visitors for this session, taught by graduate student Robert Watson.

Daniel Ridge, French & Italian Dept. graduate student, prepared for his presentation at a conference in Montpellier, France, using Bandy Center materials. Yvonne Boyer wrote a letter of recommendation for Daniel in support of his application for a Graduate Research Summer Award supporting his research in the Bandy Center.

Throughout February, Lisa Weiss searched the MLA database, various art databases, and the dissertation abstract database for recent Baudelaire publications. She printed out relevant citations for updates to the *Recensement Bibliographique* and possible acquisitions. She also supervised student worker Michelle Lilly on updates to the *Recensement Bibliographique*.

Henry Shipman provided a CD-ROM of scanned images from the Pascal Pia Collection to Professor Jeff Jackson, Rhodes College. Professor Jackson recently wrote an article on the Paris flood of 1910 for the *Acorn Chronicle* using rare materials from the Pascal Pia Collection.

Submitted by Yvonne Boyer, Librarian of the W.T. Bandy Center for Baudelaire and Modern French Studies

Government Information and Media Services (Larry Romans)

Larry Romans wrote one of the three supporting letters for the Association of Southeastern Research Libraries (ASERL) grant application to create government information Centers of Excellence in the Southeast.

Frank Lester answered numerous involved reference search questions, including a number of questions that took several hours of research time. Sample question topics: (a) spending on information technology (software, hardware, and telecom) for sub-Saharan nations 1985-2004; (b) availability of sub-MSA-level public elementary and secondary school finance data from 1940 through 1980 and onward; (c) variables for an economics student's thesis on merit scholarships, including data for party affiliation of governors and state legislatures from 1990 through the present; (d) a speech assignment on sexual violence in prisons; (e) the ATF appropriations rider commonly known as the Tiahrt Amendment.

Brian Boling and Frank assist patrons as needed with most media borrowing requests and equipment questions. Frank attended a meeting with Brian and Penelope Peirce of LRC on February 12 to acquaint himself with the services and resources that the LRC offers.

Frank worked on numerous final template, page, and subject guide changes prior to the launch of the Central Library website, held a number of meetings with Amy and Mary to discuss necessary revisions. Frank spoke about the new Central website at the Central staff forum on February 26.

Larry and Frank Lester gave BI sessions for an LPO class at Peabody, four CMST classes, and a nursing class that has a community assessment assignment. Larry shared an ECON class with Sue Widmer. Larry revised the Leisure Reading webpage for the new Central website.

Larry Romans met twice with GIS head Jacob Thornton and gave a "How to Use the Census" session to a select group of public school principals and teachers in PLAN: Principal Leadership Academy of Nashville. Larry created a new "Census Basics" handout and suggested a few revisions to Jacob's Powerpoint presentation. They will meet to synchronize the two products.

Larry attended a meeting dealing with adding Vanderbilt's symbol to OCLC records. The library will be adding OCLC symbols to government information records. We hope that we will be able to switch to an all-online blanket order with OCLC.

Teri continued working on the PREX inventory, adding 121 records for un-cataloged items. Several students assisted with the inventory. This section is about halfway completed. Teri worked on the monthly load, once again addressing problems with the new system with Nancy Boggess-Korekach and Linda Tesar. Teri and the students worked on a new file of records needing call number edits. Teri edited the monthly load instructions in the LA IV manual to reflect the new procedures.

Marcia Epelbaum informed us that the Eskind Biomedical Library is losing storage space in March, and they need to return 140 shelves of government documents that they no longer want. These documents cannot be disposed of until we hear from the regional depository at the University of Memphis. They are short-staffed and will not be able to check the more than 7,000 documents in a timely manner. We will want to retain only a small portion of them at Vanderbilt. Teri and Larry worked on the Biomedical government documents withdrawal to arrange for them to go to the Library Annex until we hear from University of Memphis which ones they want. Larry looked through the list of 8700 publications to identify Biomedical government documents that we want to keep, Teri provided a second opinion and coordinated the shipping of the actual documents we wanted to look at to decide whether to keep them. Teri modified their records before sending them to storage.

Teri was busy soliciting donations from area businesses for the LibQUAL+ survey incentives. She contacted a number of businesses in person to request donations and sent out follow-up thank-you letters. Teri is maintaining records of received donations to add to the LibQUAL+ promotional website. Over 100 businesses and Vanderbilt departments have been contacted. Teri is also recording and posting minutes for the LibQUAL+ team to the Library Council wiki. Teri worked on updating the information for Law, Biomedical, and Central libraries.

Reserves slowed after the record number received in January, so Brian used the opportunity to update the online language and genre lists for our videos. He also worked with Penny Peirce of the Learning Resource Center to clarify the LRC's policy on loaning films to faculty for use outside of class.

Brian's assistance with Government Information reference questions continued; he helped both students and faculty find the statistics and 19th century documents they needed. He also helped a faculty member use the ScanPro machine to brighten up unreadable microfilm, thus uncovering a relevant historical case with which the faculty member had not previously been familiar.

Brian and Ronee Francis met with Divinity faculty member Ted Smith to discuss the DiscoverArchive collection Brian will build for a Digital Libraries class project. Prior to the meeting, he researched the self-archiving policies of Rev. Smith's publishers. After the meeting, he sent permissions requests for the first group of deposits.

At the end of the month, Brian joined the Customer Service subcommittee. He looked over the minutes from past meetings and helped revise the library's customer service statement.

Most days Brian Boling staffs the service desk 9-12 and 1-2:30. Frank Lester and Teri Bante cover lunch and meeting periods for Brian, and student assistants or Frank cover 2:30-5. Graduate students cover nights and weekends.

Larry and Teri met with recent library-school graduate Anne Whitver about government information librarianship and processing of government publications. Larry finished a recommendation for a former graduate student assistant. He also filled out state bar forms for a former undergraduate student.

Instruction (Melinda Brown)

In February, Central librarians taught 29 course-related sessions to 396 students. Faculty attended 18 sessions, along with 3 other participants.

Dept.	Course No.	Course Title	Instructor(s)	Central Presenter(s)	Students	Faculty	Other
AMER	115	Culture Wars in 20th Century America	Tim Boyd	Brush	15	1	
CMST	100	Public Speaking	English	Romans, Lester	18		
CMST	100	Public Speaking, 2nd section	English	Romans, Lester	10		
CMST	100	Public Speaking, 3rd section	English	Romans, Lester	15		
CMST	204	Organizational & Managerial Communication	English	Romans, Lester	21		
ECON	115	Economics of Globalization	Ketkar	Widmer	6		1
ECON	355	Seminar in Research on Economic Development	Andrade	Widmer, Romans	3		
ENGL	104	Prose & Fiction	Birdsong	Lilton	10	1	
ENGL	115	Religion, Science & Literature	Fanning	Lilton	15	1	
FREN	115	Urban Tales Paris	Raycraft	Boyer	15	1	
FREN	295	French Travel Writing From The Americas: 1500-1800	Professor Susan Kevra	Boyer	21		
HART	115	Seven Wonders of the Ancient World	Betsey Robinson	Boyer & Romero	15	1	
HART	213	Art of the Court of Burgundy	Moody	Boyer	8	1	
HART	246	Religion and Politics in South and Southeast Asian Art: Heavenly Monuments and Divine Kings	Professor Jinah Kim	Boyer	32		
HIST	115	Culture & Politics in America Since '45	Fergus	Brush	15	1	
HIST	200	History Workshop - Slavery	Jane Landers	Covington	13	1	
HIST	200	History Workshop	McGreevey	Brush	13	1	

HIST	200	History Workshop	McGreevey	Brush	13		
HIST	297	Junior Honors Seminar	Blackett	Brush	9	1	
LAT	202	Ovid	Wickkiser	Romero	14	1	
LAT	202	Ovid, 2nd section	Wickkiser	Romero	7	1	
LPO	3460	Professional Paper in Education Policy	Loss	Romans, Lester	6	1	
MHS	295	Cultural History of Disease	Tuchman	Brush	12	1	
NURS	249	Integration of Clinical and Theoretical Aspects of Nursing	Fogel	Romans, Lester	18	1	
SOC	102	Social Problems	Terrie Spetalnick	Stewart-Mailhiot, Romans	18	1	
SOC	115	The Artist in the City	Richard Lloyd	Stewart-Mailhiot	14	0	
SOC	212	Research Practicum	Mary Karpos	Stewart-Mailhiot with S. Erickson	19	1	1
SOC	212	Research Practicum, 2nd section	Mary Karpos	Stewart-Mailhiot with S. Erickson	17		1
THTR	115	Science & Theatre	Muller	Lilton	4	1	
				TOTALS	381	18	3

Additional instruction activities include the following:

Starting in February, Central instruction librarians began to log their instruction sessions using an online form created in SurveyMonkey. Additionally, Melinda Brown and Mary Aquila entered all previous instruction sessions from July 2008 through February 2009 into the system. This tool has already proved useful for creating monthly instruction reports.

TurningPoint Clicker Training (Ramona Romero)

Ramona Romero met twice with a professor to plan instruction sessions.

Amy Stewart-Mailhiot met with faculty member to discuss four upcoming sessions for her class.

Reference (Melinda Brown)

Melinda Brown met with Jared Ingersoll to review the accuracy of changes made to the Reference Blackwell's approval profile.

Additional Meetings, Conferences, and Training Activities

University Committees	No. or Freq.	Attendee(s)
Traffic & Parking Committee (for USAC)	1	Sue Widmer
Vanderbilt Web Spiders Group	1	Peter Brush
Library Committees or Groups		Attendee(s)
Circulation and Access Committee	1	Janet Thomason & Brian Boling
Communications Committee	2	Paula Covington
Computers in Libraries/Media Equip. Group	2	Brian Bowling, Teri Bante & Frank Lester
Customer Service Subcommittee of SDC	2	Daisy Whitten, Jared Ingersoll & B. Boling

Digital Library Steering Committee	weekly	David Carpenter
Discover Library Planning Group	1	Deborah Lilton
E-Book Project Team	1	Jared Ingersoll
Gift-in-Kind Training Meeting	1	Jared Ingersoll
Green Team	1	Teri Bante, Yolanda Campbell & P. Brush
LibGuides Coordinator Meetings	2	Ramona Romero
LibQUAL+ Marketing Subcommittee		Robyn Harris (chair)
LibQUAL+ Team	3	Teri Bante & Robyn Harris
Library Council	weekly	David Carpenter & Robyn Harris
OCLC Nos. in Acorn Records Working Group	1	Jared Ingersoll
Research Services Committee	1	Melinda Brown
Staff Development Committee	1	Jared Ingersoll & Daisy Whitten
Technology Training & Support Coordinators	1	Bryan Kurowski
Verde Implementation Group	1	Bryan Kurowski
Web Maintenance Team	1	Sue Widmer, Frank Lester & Peter Brush
Other Meetings		Attendee(s)
African Open Music Making with Centurio Balikoowa (brown bag)	--	David Carpenter & Robyn Harris
Blackwell Approvals Software Demonstration	--	Bibliographers, J. Ingersoll & D. Carpenter
<i>Blair in Africa: Researching and Collecting African Music</i> (lectures and performance)	--	David Carpenter
Insights Into Digital Photography & Photo Editing Software (brown bag) by Tao You	--	David Carpenter & Robyn Harris
Census Meetings with Jacob Thornton	2	Larry Romans
Central Library Staff Forum	monthly	All Central staff encouraged to attend
Central Library Unit Heads	monthly	
Collection Development Dept. Meeting	monthly	Bibliographers, F. Lester, & B. Kurowski
DiscoverArchive meeting with Ted Smith	1	Brian Boling
DiscoverArchive Mentorship Meetings	4	Brian Boling
DiscoverArchive Metadata Meeting	1	Brian Boling
GIMS Staff Meeting	weekly	
Learning Resource Center Tour & Meeting	1	Brian Boling & Frank Lester
LibGuides Template Discussion	1	Amy Stewart-Mailhiot, Melinda Brown, Ramona Romero & Peter Brush
OCLC Meeting	1	Larry Romans
OUL Staff Meeting	Weekly	Robyn Harris
Photocopier Project Team	1	Matt McKee
Reference and Instruction Group	2	Reference librarians
SourceOECD Demonstration (provided by Sue Widmer)	--	Frank Lester & Larry Romans