



Monthly Report July 2009

Central Library staff members attended the all-staff meeting with Provost Richard McCarty on July 20th, finding the session to be informative and helpful in understanding the priorities of the Provost.

Johnnie Anthony remains away on medical leave. Please check with Robyn Harris if you would like to get Johnnie's address, and send her a note or get-well card. Robyn can also provide Johnnie's telephone number for any of her close friends who wish to call Johnnie and have a chat. I am sure that she would enjoy hearing from her library colleagues.

Administration

David enjoyed providing a tour of Central Library facilities for Shore Griffin on July 16th, also introducing Shore to many of the library's staff members.

David met with Flo Wilson and selected other library directors on July 23rd to discuss the scope of potential renovation projects for Central Library and the General Library Building. He met with Flo Wilson and a group of other library administrators on July 29th to discuss factors involved with the proposed implementation of a workstation login for selected public workstations in Central Library, and in other Vanderbilt libraries as well.

David continued his work as chair of the Travel Committee. The Committee met twice in July and is close to completing a draft of the travel form to forward to Dean Dowell for her initial review and comments.

Collection Development (Jared Ingersoll)

Collection Development

All bibliographers have continued work on the Periodicals Audit project. Special thanks go to Ramona Romero for her generous assistance to her colleagues in interpreting the data and procedures. Also, thanks to Mary Aquila, who was detailed to the project by Melinda Brown to help with the General fund list, and whose diligent and capable work was indispensable.

Frank Lester has assumed direction of Film Studies from Deborah Lilton.

The David Patterson collection of Jewish Studies materials arrived at Vanderbilt.

Publication and Professional Development

- Jared Ingersoll and Yvonne Boyer attended the ALA Annual Meeting in Chicago.
- Paula Covington attended the annual SALALM conference in Berlin July 3-8. She served as Rapporteur on the panel "Collection Development Strategies: Reinventing Acquisitions Trips."
- Paula Covington served as Consultant for the Hispanic and Latin American collections of the Bodleian Libraries at the University of Oxford while on leave, May-June.
- Peter Brush has maintained extensive correspondence with new Dept. of History faculty about library resources and instruction in advance of their arrival on campus in the fall.
- Peter Brush's article, "Rise and Fall of the Dragon Lady," a biographical article of South Vietnam's first lady Madame Ngo Dinh Nhu, was published in *Vietnam* magazine (Vol. 22, No. 3, pp. 32-37).
- Peter Brush's review of *Until the last Man comes Home: POWs, MIAs, and the Politics of Loss at the End of the Vietnam War* (Chapel Hill, NC: University of North Carolina Press, 2009) was published in *Vietnam* magazine (Vol. 22, No. 3, pp. 59-60).

Other

Peter Brush was interviewed at length by librarians from Wake Forest University interested in moving from faculty-initiated selection to bibliographer-initiated selection of library materials in history.

Bandy Center (Yvonne Boyer)

Lisa Weiss, Assistant Director of the Bandy Center, participated in "Reading Baudelaire's *Les Fleurs du Mal*," seminar, a 2009 Summer Institutes in Literary Studies at the National Humanities Center in Research Triangle Park, North Carolina, from July 5-11. She consulted a variety of materials on Baudelaire and related subjects in the Bandy Center's collection to prepare for the seminar.

Lisa's seminar colleagues plan to visit the Bandy Center for their research in the future. They are also interested in organizing a focused seminar (one week) or a focused symposium (3 days) at the Bandy Center next summer (2010). Topic/format/logistics are yet to be determined.

We continued to work on the revisions for the Bandy Center brochure.

We also continued working on the Frist Center exhibition *Twilight Visions: Surrealism, Photography, and Paris*. We have obtained the insurance value for the material that will be loaned to the exhibition from the Pascal Pia Collection. Dean Connie Dowell has signed off on the project, allowing borrowing privileges for the selected pieces from the collection. We have photographed the requested items and prepared for the boxing and grating of the titles.

Yvonne met with Beth Boord, Library Development Officer, to discuss funding for the collection, endowed funds, special projects, and special program funding.

The Bandy Center website has been updated for the July additions to the *Recensement Bibliographic*.

Instruction (Melinda Brown)

In July, Central librarians taught 3 course-related sessions to 31 students and 2 faculty members.

DEPT	Course Number	Course Title	Instructor(s)	Central Presenters	2nd Central Presenter	Students (Undergrad or Grad)	Faculty
CMST	100	Fundamentals of Speaking	Beasley	Romans	Lester	10	
ENGL	100	Composition	Nicole E. Seymour	Lilton		12	1
ENGL	100	Composition	Jeffrey Menes	Lilton		9	1
					TOTALS	31	2

Additional instruction activities include the following:

Deborah Lilton presented a student athlete orientation to 16 students and Shawn Fagen, Academic Counselor. Peter Brush and Ramona Romero assisted.

The Central Library hosted the Fulbright Gateway Orientation Library and Writing Studio session for students who would be entering social science and humanities graduate programs. Twenty-seven students attended with an additional Fulbright program administrator. The planning group included: Melinda Brown (presenter), Mary Aquila, Frank Lester, Ramona Romero, Yvonne Boyer and Katherine Fusco (Writing Studio presenter).

Ramona Romero and Amy Stewart-Mailhot co-presented a best practices LibGuides workshop which was attended by instruction staff from Central and other libraries.

Amy Stewart-Mailhot and Melinda Brown met with Roger Moore, Director of Undergraduate Writing to discuss the Library/First Year Writing Seminar sessions and communications with faculty teaching FYWS sessions.

The Outreach and Instruction Planning Group (Mary Aquila, Melinda Brown, Yvonne Boyer, Frank Lester, Ramona Romero, Larry Romans, and Amy Stewart-Mailhiot) met for Orientation 2009 planning.

Amy Stewart-Mailhiot developed a First Year Writing Seminar Faculty Toolkit (with input from Melinda Brown and Larry Romans). It may be viewed here: <http://libguides.library.vanderbilt.edu/fywsfaculty>
A subset of the Outreach and Instruction Planning Group (Mary Aquila, Ramona Romero, Yvonne Boyer and Amy Stewart-Mailhiot (group lead) – plus Peter Brush) met once to start developing the Transfer Student Orientation.

Melinda Brown and Amy Stewart-Mailhiot met with Shore Griffin to provide an overview of library resources.

Peter Brush, Sue Widmer and Melinda Brown met to review the contents of the new faculty and graduate student orientation packets.

Amy Stewart-Mailhiot and Melinda Brown met with Jen Holt and Katherine Fusco from the Writing Studio to discuss First Year Writing Seminars.

A number of instruction librarians attended “Student Engagement Through Technology” by Rhett McDaniel, Center for Teaching, and the Reference and Instruction Forum program “Learning Outcomes for Information Literacy: An Introduction” presented by Sara Manus.

Melinda Brown met with Center for Teaching staff to discuss creating a joint resource for faculty teaching courses with a focus on gender and sexuality. This is a follow-up to a graduate student mini-conference that was offered by the Center for Teaching last May.

Reference (Melinda Brown)

FY 2008-2009 Annual Report for Reference

7401 total reference transactions at the reference desk
2641 (36%) reference questions answered at reference desk
 511 (7%) by e-mail
 382 (5%) by telephone
3867 (52%) directional questions

297 total reference transactions off-desk
185 e-mail questions off-desk
46 phone or in person questions off-desk
66 consultation meetings off-desk

All Reference Desk transactions: 7698

Total Reference questions and consultations (on and off-desk): 3831

One of the most significant changes we made this past year was to add the participation of our colleague, Janet Thomason (Circulation Department), as a Reference provider. Janet added a valuable new perspective to our Reference discussion. We are happy that she has shared her time with us.

The addition of Mary Aquila to our staff also made a significant positive impact. She has taken on a lion's share of Reference desk hours so that her colleagues can have additional time to focus on their instruction and collection development responsibilities. Mary has also taken on various web-based projects that have helped tremendously. We are delighted that her term position was extended through October 2010, and look forward to her further contributions to our group.

We provided increased support from reference collection funds to supplement the purchase of electronic reference titles in bibliographers' subject areas of responsibility. More specifically, reference collection funds were offered to pay the difference between paper and electronic editions of a particular resource, to encourage bibliographers to choose the electronic option whenever available. A number of Central Library bibliographers took advantage of this support, and our e-reference collection is growing at an increased rate over previous years.

Statistics

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

18,026 entrances/exits at Library Lawn

9,815 entrances/exit at Breezeway

27,841 total entrances/exits to the GLB

Circulation

5,110 total charges at circulation desk (5% increase from July 2008)

1,214 renewals at circulation desk (170% increase from July 2008)

641 charges at express check-out (11% decrease from July 2008)

1,214 online renewals (28% decrease from July 2008)

37 laptop charges (16% decrease from July 2008)

39 reserve charges (77% increase from July 2008)

6,116 items discharged (8% increase from July 2008)

13,174 total items charged (9% decrease from July 2008)

3,273 items received from other libraries (1% increase from July 2008)

363 holds placed (3% decrease from July 2008)

95 searches for missing books (49% decrease from July 2008)

55 bills created (28% decrease from [month last year])

12,705 books shelved (15% increase from July 2008)

414 bound periodicals shelved (2% increase from July 2008)

656 unbound periodicals shelved (19% decrease from July 2008)

384 newspapers shelved (17% decrease from July 2008)

14,381 total items shelved (10% increase from July 2008)

153 periodical volumes sent to the bindery

148 periodicals volumes returned from the bindery and prepared for shelving

28 boxes of microfilm received from bindery for GIMS

236 rush books processed (21% decrease from July 2008)

3 book trucks sent to the Annex from stacks

1 hour spent shifting in stacks

10 sets of serials sent to the bindery

Reference

291 total reference transactions

86 (31%) reference questions answered at reference desk

32 (12%) by e-mail

25 (9%) by telephone

132 (48%) directional questions answered at reference desk

9 e-mail questions off-desk

3 phone or in person questions off-desk

4 consultation meetings with students doing in-depth research projects off-desk

Government Information/Media Services

391 total items charged (16% decrease from July 2008)

222 items discharged (34% decrease from 2008)

418 total video/DVD charges (17% decrease from 2008)

32 reference questions (.1% decrease from July 2008)

162 media service transactions (52% increase from July 2008)

35 video reserves processed

8 video reserve purchase requests submitted

1 personal video processed for reserves

26 items sent to bindery

174 depository items processed

4197 non-depository items processed (2007 American Statistics Index microfilm)

181 items copy cataloged, with Acorn records created

196 items re-shelved (128% increase from July 2008)

Instruction

5 sessions for 78 participants

Circulation and Building Services (Janet Thomason)

Stacks Maintenance

Student worker Alicia Hickman shelved the great majority of books this month in addition to her periodicals duties. Besides the usual shelving student workers (Colleen Boyle, Krishana Donaldson, and Alicia) circulation student workers pitched in by shelving partially filled book trucks. These students included Amanda Brooks, Will DuVal, Meagan Harris, Thomas Richardson, and Sarang Tipre. Staff member Kelly Lockaby also helped with shelving books.

Matt worked on preparing the JSTOR lists to pull for annex transfer by putting the lists in call number order and verifying the holdings to be pulled. Three trucks were sent to the Library Annex.

Reserves

Sixteen print reserve lists have been received and processed for the fall semester. Twenty-two E-Reserve lists have been received and processed as well, so it is great to get a head start on the fall reserves. Hopefully, the semester will get off to a smooth start with the faculty being so cooperative in getting their materials to us in a timely manner.

Circulation

Yolanda and Daisy have been busy with renewing books that are assigned to open and locked carrels. Shelf-reading continues as a summer project. Many staff and student workers have completed their assigned section. Yolanda is currently on Medical leave as of July 17th.

Larentina, Robert, Janie, and Ben took vacations this month. Matt and LaRentina covered Ben's Saturday shifts during his absence, and Janet covered the Thursday night and Friday night shifts.

Janet spent considerable time sending in Inform requests; documenting problems with the switch from SSN's in patron records; and resolving problems with the feeds from HR.

Circulation staff members are handling incoming phone calls to the information desk while Johnnie Anthony is out on medical leave, as well as assisting patrons in the lobby.

Periodicals

The following tasks were completed in July:

Four replacement requests were made for missing issues; four shelf labels were made for the periodicals reading room.

Title cancellations--17 records were searched; 3 titles were pulled; 3 shelf labels were made; 11 titles were duplicates from previous lists.

35 Acorn records were created for bound periodicals.

Two boxes of duplicates were sent to Absolute.

Duplicate shelves were weeded for titles beginning with Q-V.

Shelf reading of 6th floor periodicals stacks HD3840-HF5001 was completed. Kelly also completed the shelf reading of the A-HC section.

Government Information and Media Services (Larry Romans)

Frank Lester and Larry Romans attended the American Library Association Annual Conference in Chicago. Larry attended ALA Executive Board and Council Sessions. He introduced two successful resolutions on accessibility, one for library websites and the other for vendor databases. He also was a major author of and primary seconder of a successful resolution supporting marriage equality regardless of sexual orientation. He attended seven meetings as the Executive Board liaison to ACRL; various round tables; and a couple of committees. Larry attended the 40th anniversary banquet for the Freedom to Read Foundation (\$125) and for the GLBT Round Table Stonewall Awards. He also attended the annual ALA Inaugural Ball in his tuxedo.

Frank attended several sessions and panels, including a panel on library management theory; a literacy session on reaching first-year undergraduates in academic libraries; a diversity discussion on the fortieth anniversary of the Stonewall riots; and a forum and reception at the Newberry Library given by Casalini Libri on academic libraries and Italian literature.

Frank and Larry prepared the Periodicals Audit (print-electronic duplication) for their disciplines.

Larry worked with Sue Widmer and with Julie Loder about different International Monetary Fund (IMF) databases. He met with Ramona Romero to understand about the Periodicals Audit. As part of that Audit, he identified three databases for which we should have online access that we hadn't turned on.

Frank became the bibliographer for Film Studies on July 1st. He met with Deborah Lilton on July 8th about the transfer of film studies bibliographer responsibilities. He also had some informal conversation with Bryan Kurowski about the same matter.

Frank maintained and updated various areas of the Central website during the month. He sent around a mock-up for the new reference consultation page to get feedback on revisions to the page from other librarians.

Frank is the contact for most QuestionPoint questions. Some of the more involved and interesting reference questions answered by Frank, Brian Boling, and Larry covered aerial photographs of bombed areas in Aachen and Cologne, urban syphilis data from the 1940s to the 1980s, variables related to affluence and resources related to student achievement for Peabody researcher doing project on how unknown student characteristics bias ratings of teacher effectiveness, impact of *Brown v. Board of Education* decision on hiring and retention of African-American public school teachers, and energy efficiency regulations (federal and state) and grants/opportunities for energy efficient building retrofits. We also worked on a series of questions from Devin Fergus, including one on print runs of specific books, awards given to those titles, and appearance of those titles bestseller lists, and are continuing to gather statistics for Don Hancock on government ownership of economic sectors and other economic indicators for European countries. Brian also provided narrative sources for Don Hancock of information for certain subjects for which quantitative data does not exist. Brian also helped the microcomputer lab with several questions related to region-coding on DVDs.

Teri pulled in ACORN records for the uncataloged PrEx section from the Annex. 181 records were added. The PrEx inventory is now complete. Some of the Annex items were also prepared for binding and/or preservation services.

Teri compiled annual reference and pieces received and transferred statistics for FY 2008-09. She also revised the statistics templates and forms.

Larry and Teri met to discuss the annual Federal Depository Library Program profile update. We reviewed titles from the Departments of Agriculture and Transportation and selected several titles to drop and withdraw. Teri submitted our profile changes to FDLP.

Larry and student Mark Lockard examined the last list of Biomedical documents that we had requested for review. Larry selected the titles we wanted to add to Central's collection and Mark organized and labeled the leftovers for storage. Teri and student Traci Hoehn modified the records of items we were retaining and sent offers lists of the remaining documents.

Teri also supervised students on a project updating information on microfilm newspaper holdings. LITS will use this information to create a database. Brian and Frank also assisted student workers with questions involving the project.

This month Teri trained students on United Nations paper and microfiche processing. Students also worked on a short-lived project with Jean using the Monthly Catalogue of Government Publications to find Sudocs numbers for hearings we have classified in Dewey. This project was aborted when we were not given permission by the regional depository to withdraw this collection.

Brian proposed that the library could retain a complete run of the *Broadcasting and Cable Yearbook* if the Management library sends Central its back issues when they receive the current copy. Melinda will check into the possibility of sharing costs, provided that Management itself decides to keep its standing order for this resource.

Brian updated the News and Broadcast Media web page based as requested by Larry and—upon noticing that Central's Print and Electronic Reserves page no longer linked to the online print reserves form—made emergency changes to this page as well. Brian also met with Amy Stewart-Mailhiot to train her on how to hand-code RSS feeds in XML.

Brian processed 17 DiscoverArchive submissions in July. He finished working on a group of Leah Marcus' submissions and established a collection for John Sloop. He also continued his work on previous collections, including helping Bonnie Miller-McLemore sort through a strange issue with publisher permissions. He also helped her with concerns about search engine optimization and her Divinity School faculty page.

Additional Meetings, Conferences, and Training Activities

Library Committees or Groups	No. or Freq.	Attendee(s)
Circulation and Access Committee	1	Janet Thomason & Brian Boling
Digital Library Steering Committee	monthly	David Carpenter
LibQUAL+ Team	1	Teri Bante
Library Council	weekly	David Carpenter & Robyn Harris
Staff Development Committee	1	Daisy Whitten
Travel Committee	2	David Carpenter (chair)
Other Meetings		Attendee(s)
All-Staff Meeting with Provost McCarty	--	Almost all Central staff attended
Central Library Staff Forum	monthly	All Central staff encouraged to attend
Central Library Unit Heads	monthly	
Computers in the Libraries/Media Equipment meeting	1	Frank Lester & Teri Bante
Copier/scanner signage and instruction group	1	Matt McKee & Frank Lester
DiscoverArchive Meeting	1	Brian Boling & Ronee Francis
Fulbright Scholars orientation planning group	1	Frank Lester
GIMS Staff Meeting	weekly	
IMF Meeting	1	Frank Lester & Sue Widmer
Library Calendar Meeting	1	Frank Lester & Mary Aquila
Orientation/Open House 2009 Planning Mtg.	1	Frank Lester & Larry Romans
Periodicals Audit Meeting	1	Ramona Romero & Larry Romans
Reference & Instruction/Collection Development meeting	2	Central Bibliographers, Bryan Kurowski, Reference staff
Reference/Instruction/Collection Dev. Meeting	weekly	Reference and Collection Dev. Staff
RSS training meeting	1	Brian Boling & Amy Stewart-Mailhot
Study space page meetings	1	Mary Aquila & Frank Lester