

## The Ohio State University Libraries

# NEWS NOTES Online

Vol. L No. 2 January 9, 2001



Picture 1

### The Libraries' Holiday Party

[Complete Archive](#)

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Taking food and drink is a great enjoyment for healthy people, and those who do not enjoy eating seldom have much capacity for enjoyment or usefulness of any act.

**Charles W. Eliot**  
*The Happy Life*

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See also: [What's New](#) on the Libraries' Homepage.

Send items to [Patricia Greene](#) by Friday noon for publication the following week.

## Calendar of Events

### Meetings

### Exhibits

#### **Peanuts**

An Exhibition at The Ohio State University Cartoon Research Library  
September 18, 2000 - January 19, 2001  
Reading Room Gallery

#### ***Calvin and Hobbes: Sunday Pages 1985-1995***

From September 10, 2001 to January 15, 2002,  
as part of the 2001 Festival of Cartoon Art.  
The Ohio State University Cartoon Research Library

#### **The Festival of Cartoon Art Forum**

from September 28-29, 2001.

For other University events, see

[OSU Electronic Calendars](#)

[University News Releases](#)

[onCampus](#)

[University Research News](#)

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## Announcements

### **An Award Winning Pop Quiz**

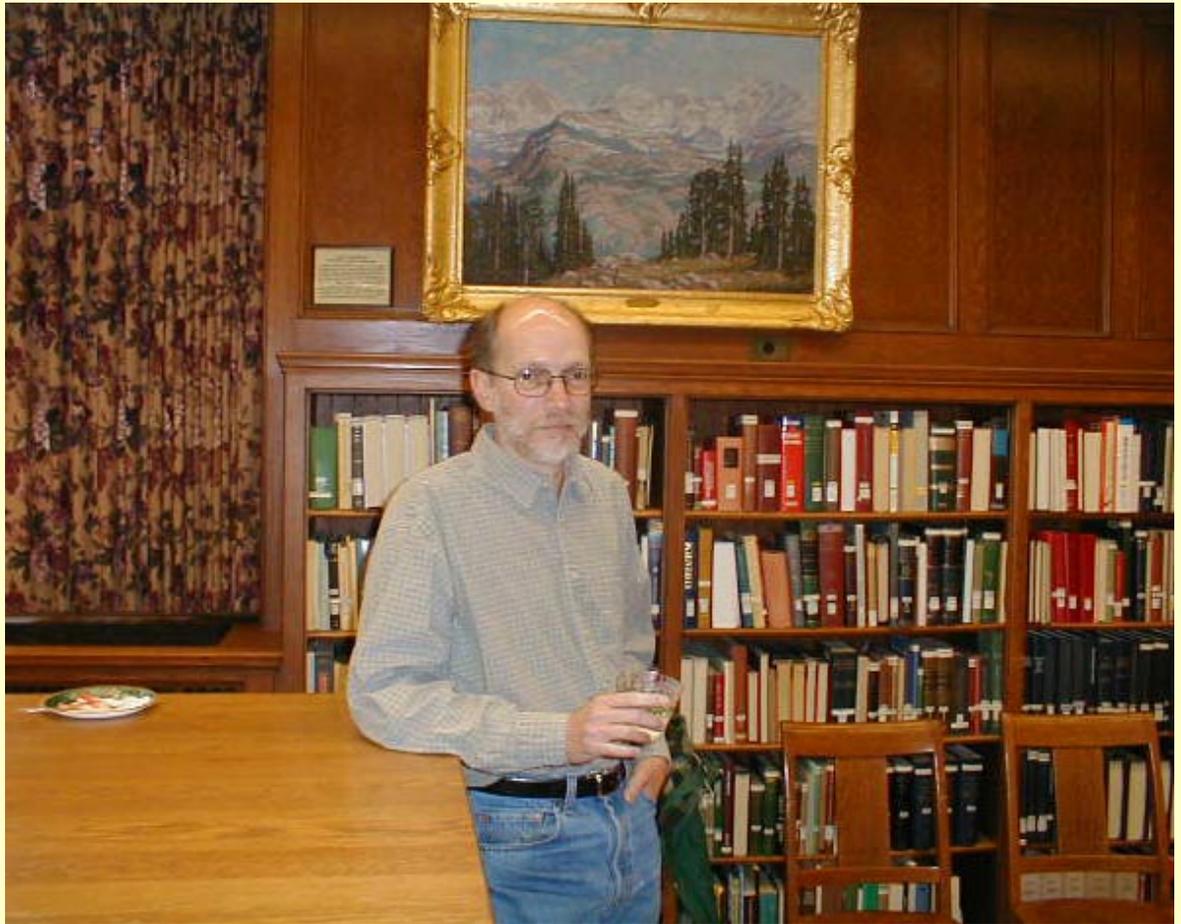
NEWS NOTES Online is running a contest for our readers. Interspersed throughout this week's issue are pictures from the Libraries' Holiday Party, not only for your enjoyment, but also to test your knowledge of who's who in Library Land. So take a look at all the festive snaps and see if you can identify as many people as possible. Submit your name and answers to [green.9@osu.edu](mailto:green.9@osu.edu). The pictures (not related to the articles in which they appear) are numbered one through eight, so your response should read Picture 1, from right to left--the names of the people in the picture, and so on. A prize will be presented in a photo op for NEWS NOTES. All entries are welcome until January 31, 2001.

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### **Student Training Sessions**

The following student training sessions, which all new student employees should attend, have been scheduled for Winter Quarter:

General Library Orientation  
Friday, January 12, 2:30-3:30pm  
Friday, January 26, 2:30-3:30pm  
Friday, January 26, 3:30-4:30pm



Picture 2

Personal Interaction/Customer Service  
Wednesday, January 17, 5:30-7:30pm, 090 SEL  
Friday, January 19, 2:30-4:30pm  
Wednesday, January 24, 5:30-7:30pm

A calendar showing these dates and times is available at the following URL:  
[www.lib.ohio-state.edu/Staff/training/trngcalS.html](http://www.lib.ohio-state.edu/Staff/training/trngcalS.html)



Picture 3

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## Stress Taming Lunch and Learn

Lunch and Learn Program  
Tuesday, January 30  
12:00 - 1:00pm  
122 Main Library

This free workshop will answer such questions as:

- "How is stress in your life affecting you?"
- "What are you doing to contribute to your own stress?"
- "What skills can improve your working relationships, health, mood, job performance and enjoyment?"

The workshop will also help you identify effective coping skills needed for daily stress management such as

- Relaxation
- Attitude Adjustment
- Conflict Resolution
- Stress Resistance



Picture 4

The speaker will be Lisa Borelli of the University Faculty and Staff Assistance Program. The program will last one hour. Please feel free to bring your lunch.



Picture 5

### **Winter Quarter Library Workshops from the Health Sciences Library**

- "Searching the Health Sciences Databases (Basic)"
- "Searching the Health Sciences Databases (Advanced)"
- "Evidence Based Medicine Databases"

## "Using Online Journals"

REGISTRATION IS REQUIRED. Please go to the Health Sciences Library's home page at <http://bones.med.ohio-state.edu>. Click on "Workshops" and follow instructions. Your registration will be confirmed via e-mail.



Picture 6

The "Searching the Health Sciences Databases (Basic)" workshops will be held on: Thursday, January 18, 2001, 1:30 - 4:00pm, Monday, January 22, 2001, 1:30 - 4:00pm, 400A&B Health Sciences Library Classroom. These hands-on sessions emphasize effective techniques for searching MEDLINE using the OhioLINK interface. Skills learned in the workshop can be transferred to other health sciences databases (i.e., CancerLit, CINAHL) available through the OhioLINK system. The first part of the class consists of discussions and demonstrations. The last hour is an optional hands-on session in the Library's Computer Lab.

The "Searching the Health Sciences Databases (Advanced)" workshop will be held on: Thursday, February 8, 2001, 1:30 - 4:00pm, 400A&B Health Sciences Library's Classroom and will include a brief review of skills and techniques from the Basic class, and demonstrations of advanced techniques for using subject headings and keywords for searching MEDLINE and related OhioLINK databases. Advanced features of the search interface are explained. The first part of the class consists of discussions and demonstrations. The last hour is an optional hands-on session in the Library's Computer Lab.

The "Evidence Based Medicine Databases" workshops will be held on: Thursday, January 25, 2001, 1:30 - 4:00pm, Thursday, February 1, 2001, 1:30 - 4:00pm 400A&B Health Sciences Library Classroom and will include overviews of the Cochrane Database of Systematic Reviews, the Best Evidence Database, and the Database of Abstracts of Reviews of Effectiveness. Participants learn how to execute effective searches in these databases, and also how to find evidence-based health care information via MEDLINE. The first part of the class consists of discussions and demonstrations. The last hour is an optional hands-on session in the Library's Computer Lab.

The "Using Online Journals" workshops will be held on: Monday, February 12, 2001, 1:30 - 4:00pm, Thursday, February 22, 2001, 1:30 - 4:00pm 400A&B Health Sciences Library's Classroom. Participants learn how to find articles from health-related online journals provided through OhioLINK's Electronic Journal Center, the OSU Libraries online catalog OSCAR, the OVID full-text journals and the National Library of Medicine's PubMed services. The first hour of the workshop consists of demonstrations and discussion. The second hour is optional hands-on practice time in the Library's Computer Lab.

Contact: Carol Powell Education Coordinator John A. Prior Health Sciences Library 376 West 10th Avenue Columbus, OH 43210-1240 (e-mail) [powell.225@osu.edu](mailto:powell.225@osu.edu) (phone) 614-292-4871 (fax) 614-292-5717



Picture 7

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## Features

### People in Profile

Chiquita Mullins-Lee, the Libraries' new communication coordinator, was born in Chattanooga, Tennessee and grew up in Atlanta, Georgia. She graduated from Vassar College in Poughkeepsie, NY with a bachelor's degree in drama/film and psychology, a combination she characterized as a "probably weird-sounding double major."

She has a master's degree in radio and television management from Ohio University in Athens, Ohio. She later entered the Kiplinger Program at the Ohio State University and earned another master's degree in journalism.

Chiquita worked for six years as a public television producer-director at WDCN-TV in Nashville, Tennessee, and for two years, she was a producer-director at the Georgia Center for Continuing Education at the University of Georgia in Athens. Other positions she has held include producer-writer for Ross Labs; production dramaturge for CATCO; program development coordinator for the National Black Programming Consortium, the primary support agency for African American independent and PBS television, video and film producers.



Chiquita Mullins-Lee

She has written articles for various national, regional and local publications and has several creative writing projects in various stages of development. She has also coordinated the public relations ministry at New Salem Baptist Church. If that is not enough, for the past year and a half, she has developed a free-lance business to provide service in the area of writing and communications.

When asked what she thought was her greatest achievement against this background of many successful endeavors, she answered, "moving my mother, sister, and nephew from Nashville to Columbus and providing a comfortable place for my mother during her final years."

When asked what she would like to see happen at the libraries, she answered, "I'd like to see the Libraries develop a profile that draws support and attention to the resources available here."

When asked to write a magic formula for communicating with other people, she wrote "Pay attention."

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### **Luminous Lucubrations**

Last week's entry, "carom" means "a collision followed by a rebound." This week's entry is "gnar."

Online resources for this question are available:

- [Webster Dictionary](#) - brief definitions
- [The Oxford English Dictionary](#) - lengthy, historical entries

## Laughs

- [Dilbert's Daily Mental Workout](#)
- [Cartoon of the Day](#)

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## Meeting Notes

### Main Library Research and Reference Services Meeting

Tuesday, January 9, 2001  
10:00-11:00am, 122 Main Library  
Recorded and embellished by Bracken

1. Pat McCandless updated us on progress regarding carpeting for floors 1, 2 and 3. Pat brought samples and floor plans and showed what will be installed and where. Carpet colors and patterns are mostly indescribable (by Bracken) blends of blue, brown, and gold; solids for borders, transitions, baseboards, etc. are more solid blues, golds, browns, etc. Terrazzo floors will remain uncarpeted. Asbestos abatement will be involved in several specific areas; this work will be done at night (midnight-dawn) and security will mind the store while we're closed. There will be an effort to do the installation, etc. and maintain library services, office work, etc. We will likely have to move things twice and pack things. Starting date to be set at a meeting 1/9/01: Pat will distribute timetable ASAP. Pat estimates installation will take 3 months.



Picture 8

2. Tony Maniaci and Ray Harmon, supervisor of University Security, updated us on new Main Library security services that began 1/2/01. Student security will cover from 11:30-4:30 on weekdays, University Security will cover 4:30pm-12:30am (2:30-10:30 Fri and Sat), and other hours. Security will promptly handle/clean up graffiti, fire alarms, locked/unlocked doors, lights, vandalism, soiled rags, etc. Ray Harmon said that the focuses of University Security are basic safety and protection of university and personal property. Typical shifts includes patrolling and sitting in prominent and visible locations, like the Info Desk when it is not otherwise staffed; it takes 45 minutes to do a walk around in Main Library. Ray cannot guarantee elimination of unwelcome behavior. Tony defined Duke's relationship to security: security resides in Circulation as a Circ supervisor, Duke is still involved as a contact person. Duke no longer coordinates security, however. It was suggested that we set up an online incident/problem report mechanism. No one said that there would be any follow-up on this idea. Ray encouraged us to call x26677 if we have questions.

3. Penny Pearson updated us on IT and took questions about some of the problems some of us are having accessing listservs, retrieving email, etc. Urged us to use Libmico form rather than contact Chris or Warren, etc. Contact Penny for explanations, problems with solutions in the works, etc. IT has enlisted help of OIT, Deb Cameron, temporary folks, etc. and is trying to hire replacements ASAP. Wants to keep everyone's equipment up and running, but IT cannot start anything new or different. Penny noted that listserv problems reside with OIT. Server problems: IT is working on it and bringing in outside help. Email at home/work problems: Penny pointed at OIT and said she would contact OIT about specific Emily Tock and Maureen Donovan home/work email problems. Other problems: no new messages coming to Marti Alt; co-ax connections in Beau Case's office are dead; crashes with multiple services open. Please send more questions directly to Penny.

4. Bracken noted that a new open study space has been created on deck 10, through the good work of Don McCoy and Ryan Langhurst. He distributed copies of a document "Potential Open Spaces in

Main Library Stacks (010901)" that was requested by SICom and has already been shared with selected collection managers and Director Branin. Breaking Main Library into two zones (floors 2 and 3, including the wing rooms; and 2A, 3A, and above), the document identifies possible places to create open study spaces (at least one per floor) that take advantage of windows while limiting as much as possible loss of space for shelving. It also includes Don McCoy's draft 6-step plan to merge all the Js on deck 7. Bracken emphasized that the process will be complicated and a lot of work for everyone and requested feedback and other ideas about what can be done to improve both study space and collection space in Main Library. Bracken hopes that this will help us begin a discussion of the renovated Main Library's (long term) "programmatic needs" (yes, here read subject reading rooms, faculty and staff office space, group and individual study space, Main stacks capacity, etc.). An Executive Committee meeting in late January or early February will focus on this issue and Bracken wants to be prepared.

5. Bracken noted that Wes Boomgaarden had issued an update on FICom projects, all of interest to us in Main Library. In particular, related to sign efforts: Julie Karovics of University Architects office has invited three sign companies to bid on implementing a temporary sign system using the MLRR-developed mock-up prototypes and schedule and has asked for pricing for production, installation, etc. by 1/15/01 and that the work be completed by 2/10/01. Related to furniture refinishing: Wes has received bids that range from about \$35,000 to \$320,000 for the entire job and hopes to get some in between. Bidders are taking tables and chairs to refinish to demonstrate the quality of their work. Related to cleaning Main Library shelves and books: After consulting around, Bracken has advised Ryan that book and shelf cleaning should start on deck 2 and work its way up to 11. The reasons that Bracken gave: (1) the lower floors (2, 2A, 3, 3A, etc.) generally have the most books that are most heavily used and that we care most about; and (2) cleaning the lower floors will have the most visible impact on the most heavily used floors.

6. Weeding the M, S, and Ns: Beau Case is in the process of working with Don McCoy to retain in Main the S and Ms that collection managers selected and to send (the Ss) to STX and (the Ms) to Alan Green of MUS.

7. Joe Branin will make presentations on the performance review process on 1/11/01. Bracken says everyone should try to attend one of these meetings.

8. "Conducting Performance Review" workshops for supervisors will start 1/16/01. Bracken has signed up for the one on 1/18 and urged all supervisors to sign up for one of them.

9. The Library Feasibility interviews will be held all day Weds. 1/10/01. Five architects will try to convince us that each is the one for us. Bracken will participate.

10. Bracken has forwarded a request to paint and re-equip (with handles on both sides, ADA-compliant signs) the SW and NW stairs doors for about \$15,000. The existing signs presently say that the doors are alarmed (they are not).

11. Bracken advised everyone to meet Becky Watts, Magda Bell's replacement in Closed Reserves. Becky forwards to Bracken faculty requests (for placement on Reserve) for materials that OSUL does not own, missing, withdrawn, etc. Bracken will forward these requests to appropriate collection managers for consideration/action. That's it.

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## **A Summary of the Work Underway by the Main Library Facilities Improvement Committee (FICom)**

Background and charge to FICom:

Last summer, Library Director Joe Branin charged a group of eleven (listed at the end of this message) to serve on the Facilities Improvement Committee (FICom) to "focus on recommendations for specific short-term improvements and renovations to make Main Library a more inviting place in which to do research and to study." Also, FICom was charged

- to make recommendations for repairs and maintenance in specific areas;
- to identify areas neglected in routine cleaning;
- to recommend interior design improvements; and
- to recommend a sign system that assists users.

FICom has been working since September on this charge, and offers the following summary update of the results of its work to-date. (Please send your comments to [libficom@lists](mailto:libficom@lists). Please send specific building maintenance problems to the attention of Ryan Langhurst ([langhurst.2@osu.edu](mailto:langhurst.2@osu.edu)).

### 1. Cleaning:

Cleaning in public areas: Under the direction of Ryan Langhurst, Facilities Coordinator for Main Library, the D&D Cleaning company of Delaware, OH, will undertake scheduled and thorough cleaning in targeted public areas beginning in January. The cleaning to be done will include walls; light fixtures; and vents and grillwork. The Libraries will cover the costs of this contract cleaning, expected to be about \$6,300. This cleaning is expected to begin by the end of January 2001.

Bookstacks: Cleaning in the Bookstacks, including all books and all shelves, will begin in January or February 2001. D&D will be the contractor for this job, which may take as long as a year. First priorities for the book cleaning will be materials to be transferred to the Depository. The cleaning of the book collections will be the first such systematic cleaning of books in at least a generation.

Student assistants in Ryan Langhurst's Library Work Pool have completed the cleaning of the inside panes of all windows in the Bookstacks (decks 6, 7, 9, 10, 11).

Nearly all areas of the Main Library are in need of this type of supplemental cleaning, which is not currently being done by the existing Building Services staff in Main. In addition to the supplemental cleaning being contracted, FICom members hope that an improved working relationship has begun with the University's Physical Facilities for daily routine cleaning and maintenance.

### 2. Carpeting public areas in Main Library:

Although not specifically a FICom project, the results of the \$700,000 carpet replacement effort will bring a dramatic improvement to Main Library facilities. FICom member Scott Conlon (Facilities Planning & Development) reports that the rather protracted bid situation for carpeting Main Library has been resolved. Although a contractor has been selected, a contract is yet to be signed for the work. A start date is as yet unknown. It is expected that the carpet work will require 12-14 weeks to complete once it is begun. (Details about the laying of the carpet in Main will be distributed by Pat McCandless as soon as they are known.)

### 3. Main Library Lobby and Foyer:

Scott Conlon (Facilities Planning & Development) has begun the process to improve the foyer and lobby, the "first impression" visitors have of Main Library. He has contracted with a Annette Miller Architects of Dayton to oversee the project, budgeted at \$45,000 in Library funds. Coordination of all the work required for the project is to be done by the designer / architect working in conjunction with Ryan. The design work is now underway, and the actual work to improve the lobby and foyer may begin as early as February, 2001. The project will include:

- new entry skid-resistant flooring (work has been ordered by Ryan);
- painting of walls and ceilings;
- replacement of ceiling light fixtures;
- replacement exhibit system for the bulletin boards and library map/floor plan;

- seating in the lobby, and possibly the foyer;
- signs;
- plants;
- north and south entrances improvements;
- handrails on south side; and
- repair of the Moses statue (underway through a contact that Ryan has).

#### 4. Painting.

FICom members Dona Straley and Steve Rogers, with input from FICom, have identified public areas that are highest priority for painting. These areas are general high-traffic areas and/or areas that have not been painted in over 20 years. An outside contractor will be retained for this work, which is expected to begin in February 2001, dependent upon contractor availability and other work being done in the building, especially the carpeting work. \$22,000 is budgeted for painting between now and the end of June 2001; \$18,000 in 2001-02.

#### 5. Sign systems.

Scott Conlon and Julie Karovics, the University's sign specialist (both of Facilities Planning & Development) convened a group in Main Library on January 5 to begin the details of a new sign system to provide directional information for all visitors; to identify all rooms in the Library; and to have flexibility for the many expected changes in the building over the next years. \$32,000 has been budgeted for this effort this year; \$15,000 and \$10,000 the following two years. (Some temporary signs will be erected by Main Library Reference & Research Services, for interim directional purposes prior to the installation of the more permanent signs.)

#### 6. Furniture refinishing.

Because most study tables and accompanying chairs show advanced signs of age and heavy usage (or complete breakdown!) refinishing as many as 900 solid-oak and -maple chairs and as many as 180 study tables in public areas of Main is beginning. Bids are being sought from several furniture refinishing concerns. A contract is expected to be negotiated in February 2001 for the first year's work. \$37,500 is budgeted for the remainder of the fiscal year; \$45,000 per year for the year thereafter. A "test" table and 2 chairs are in use on deck 2A for those who wish to examine the results of the refinishing, which can be done for perhaps 1/3 of the cost of purchasing new furniture. Other areas under review and discussion:

#### 7. Plants for Main Library.

FICom has received a bid for a plant service for Main Library, but a contract for the service may wait for the completion of the work in the lobby/foyer.

#### 8. Coffee bar in r.105.

A coffee bar will be installed in r.105 Main Library in the near future, after a contract with the firm JavaMaster is completed with University Purchasing. This cafe will certainly be popular with our clientele, but the existence of the services will increase traffic in the building, and will also surely increase the amount of trash generated. By creating additional signs and by placing additional trash containers throughout the area and building, we hope that these potential problems can be controlled.

#### 9. Swinging fire-safety doors on all stacks levels.

The Bookstacks' center core swinging doors have been identified for repair or replacement by a campus-wide OSHA (the Occupational Safety & Health Administration, a Federal agency) funding project. (These doors have caused injury in the past.) We are not aware of the status of this project at the University level at this time, but Physical Facilities personnel are checking on it.

#### 10. Communication.

All users of and occupants of Main Library are aware of the building's many problems and of the frustrations in coping with these problems. Nevertheless, FICom membership is working systematically to make Main Library a physically more attractive place, particularly for its users. We

encourage all of you to contact Ryan when they encounter a Main Library maintenance concern. And, we encourage you to forward specific comments and suggestions to any of us, or to the [libficom@lists](mailto:libficom@lists) address.

Please feel free to respond via e-mail with any comments or suggestions to [libficom@lists](mailto:libficom@lists). Ryan Langhurst, Wes Boomgaarden January 5, 2001

FICom Membership:

co-chairs Ryan Langhurst (ASD) and Wes Boomgaarden (Preservation)

Scott Conlon (Facilities Planning and Development)

Louis Joseph (Technical Services)

Mary Ries (Microforms and Current Periodicals)

Steve Rogers (Map Library)

Teresa Stankiewicz (Physical Facilities)

Dona Straley (Middle East Studies Library)

Bill Studer (Library Administration)

Shannon Tippie (Development Office)

Susan Wyngaard (Fine Arts Library)

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## Human Resources

### Appointments

===Staff===

***Education, Human Ecology, Psychology, and Social Work Library:*** Gloria Noel has accepted the position of Library Media Technical Assistant 2 (replacing Grondin) effective January 16, 2001.

***Health Sciences Library:*** Anna Kaper has accepted the position of Library Associate 1 (replacing Purnell) effective January 2, 2001.

### Vacancies

===Faculty===

***Administrative Services Department:*** Resident Librarian - replacing Gooden

***OSU Mansfield:*** Librarian 2 -new position

***Music and Dance Library:*** Head/Music-Dance Librarian - replacing Heck

***Veterinary Medicine Library:*** Assistant Professor (Head-Vet Med Library) (replacing Bruce)

===A&P===

***Information Technology Department:*** Senior Systems Manager (replacing Cherrington) 2nd listing

***Information Technology Department:*** Systems Manager (replacing Coldiron) 2nd listing

***Information Technology Department:*** Systems Specialist - 60% (replacing Krabill)

**Law Library:** Electronic Services/Reference Librarian (replacing Davidson)

===Staff===

**Cataloging Department:** Library Associate 2 (Arabic/Hebrew Cataloger) - New Position

**Cataloging Department:** Library Associate 2 (Western Language Cataloger) - New Position

**Education, Human Ecology, Psychology, and Social Work Library:** Library Media Technical Assistant 2 (replacing Woodson) 2nd listing

**Health Sciences Library:** Library Media Technical Assistant 2 (replacing Seedhouse)

**Health Sciences Library:** Library Media Technical Assistant 2 - 50% - (replacing MacCartney)

**Health Sciences Library:** Library Media Technical Assistant 2 - Library Reserves Coordinator (replacing Toukan)

**Information Services Department** - 2 positions - Library Associate 2 - 50% - (replacing Lynch) 2nd listing

**Science and Engineering Library:** Library Media Technical Assistant 2 (replacing Ferry)

**Serials and Electronic Resources Department:** Library Media Technical Assistant 2 (replacing Yen)

**Veterinary Library:** Library Media Technical Assistant 1- 50% - (replacing Jones)

## Martin Luther King, Jr. Day

Monday, January 15, 2001 will be observed as Martin Luther King, Jr. Day. The Main Library and all department libraries will be open regular hours. Health Sciences Library will be open 10am-1:45am. Classes will not be in session that day. Faculty, Civil Service, and Administrative and Professional personnel will have the day off. Staff members shall not be required to work on the holiday unless, in the opinion of the responsible University Officer, failure to work on this holiday will impair public service. Staff who are required to work are entitled to pay for the time worked at one and one-half times their regular base pay in addition to their regular pay or be granted compensatory time off at time and one-half. Department Heads should submit in writing (or by e-mail) the names of employees who are required to work on this holiday, to Charles E. Smith ([smith.3822@osu.edu](mailto:smith.3822@osu.edu)) in the Library Human Resources Department no later than 12:00 p.m., Friday, January 12, 2001. The number of hours to be worked and whether the employee is to be paid OVERTIME or COMPENSATORY time should be indicated on the list. Any corrections should be phoned in (or e-mailed) before 12:00 p.m., Tuesday, January 16, 2001.

To comply with University procedures, employees who are applying for listed vacancies must complete a Promotion/Transfer Request (form 8931, Rev 9/97) during the week of the first listing of the vacancy in the University Personnel Posting (green sheet). To ensure awareness of all library vacancies which have been posted, applicants should consult the weekly green sheet rather than relying on the listing in News Notes Online and are encouraged to attach a resume and/or other supporting documents to the form. Prospective faculty and staff applicants who are absent during the five day posting period and wish to apply should see Toni Morrison.

Library personnel may also view University employment opportunities at [OSU Jobs](#)

Library personnel may also review university employment opportunities at <http://www.ohr.ohio-state.edu/index.htm>

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