Call for Committee Volunteers

As we approach the end of the 2012, it is time for our annual call for volunteers to serve on University Libraries’ 12 standing committees and working groups.

You may recall that committee membership terms are staggered. This ensures an appropriate level of continuity and effective transition from one year to the next. We encourage you to consider volunteering to serve on one or more of the committees or working groups. If you are an ex-officio or positional member of a committee, your term does not expire and you do not need to re-volunteer for that particular committee.

The list of the committees with identified vacancies is included below. Volunteers will be reviewed by the Executive Committee and sitting chairs where applicable. Appointments will be made no later than December 5th. As a reminder, faculty governance committees and the Staff Advisory Council are handled through separate processes and are not included in this call for volunteers.

Where not mandated by the structure of the committee, chairs will be appointed by the Executive Committee or elected from the committee membership as described in the committee charge.

Timeline for Committee Volunteer Process: (Terms expire: December 31, 2012)

- Send out the request for volunteers: October 18
- Deadline for volunteer submissions: October 31
- Time for the Executive Committee to review the volunteers: November 1- 20
- New committee member’s announcement: December 5
- Meeting with all committee chairs: approximately January 10
Below is a brief summary of the needed volunteers:

- Cataloging, Process, Policy and Training (3 volunteers needed)
- Collection Development and Management, Includes Collection Reformatting Review Sub-Committee (2 volunteers needed)
  - Collection Reformatting Review Sub-Committee (2 volunteers needed)
- Digital Reformatting Working Group (1 volunteer needed)
- Diversity and Inclusion (2 volunteers needed)
- Employee Activities (2 Volunteers needed)
- Programming, Includes Exhibits Sub-Committee (1 volunteer needed)
  - Exhibits Sub-Committee (2 volunteers needed)
- Risk Management (1 volunteer needed)
- Teaching and Learning (3 volunteers needed)
- Training (4 volunteers needed)
- Web Governance (3 volunteers needed)

The call for volunteers survey can be found at [http://go.osu.edu/PvA](http://go.osu.edu/PvA). The deadline to complete the survey is **Wednesday, October 31, 2012**.

Just in case you cannot remember who is on what committee or when terms expire, the original published listing of committee members for 2012 can be found at [J:\Working Groups\HR Info\Committees\2012 Committee Members.pdf](file:///J:/Working%20Groups/HR%20Info/Committees/2012%20Committee%20Members.pdf)

Committee charges for 2012 are available for your review and can be found on the staff intranet at [https://portal.lib.ohio-state.edu/intranet/staff/committees](https://portal.lib.ohio-state.edu/intranet/staff/committees)

**Call for Nominations for the Director’s Awards**

Each year the Libraries Administration asks for the nomination of staff members for the Director’s Award for Outstanding Civil Service and A&P Staff Performance. Two staff members will be selected to each receive a $750 payroll award in recognition and thanks for their contributions to the Libraries. Consider your fellow employees and consider nominating a colleague who has continually demonstrated high quality work and dedication. Nominate any colleague who you believe is most deserving of the Director’s Award. This year the awards will be presented at the Winter Staff Appreciation Reception.

The nomination from and program details, including eligibility requirements, can be found at:

[http://library.osu.edu/about/departments/human-resources/directors-award-form/](http://library.osu.edu/about/departments/human-resources/directors-award-form/)

Nominations must be submitted by Tuesday, November 13. If you have questions about the nomination or selection process, please contact a member of the Libraries Faculty Advisory Council or Staff Advisory Council.
Executive Committee Meeting Notes, October 2

- **OSUL Strategic Plan**
  An initial draft of the Libraries’ strategic plan was reviewed and discussed. The plan now includes draft material for all of the required sections in the University’s template. Further work on strategic focuses and the selection and phrasing of initiatives was discussed. The committee also discussed possible metrics for reporting progress. Nancy O’Hanlon will assist the committee with a new round of edits. Nancy and Sarah Murphy will work on refining the proposed metrics for the plan.

  The draft strategic plan will be the Executive Committee topic at the Admin Plus meeting on October 24.

- **Middle East Studies Librarian search**
  A call for volunteers for search committee members will be issued. Carter has provided the position description. The position will be announced as soon as possible because of the upcoming MELA meeting.

- **Off-cycle Innovation Fund Proposal**
  An off-cycle proposal to host a Wikipedian-in-Residence was considered due to the need to align the proposal with a course being offered in January 2013. The proposal was approved.

NBC News Broadcasts Live from the Thompson Library

For the second time this election cycle, NBC News used a room in the Thompson Library as a television studio during coverage of the second presidential debate on October 16. Correspondent Ron Allen (pictured below, foreground), talked with eight undecided voters following the debate. The segment aired on Chris Matthew’s Hardball series on MSNBC, and was scheduled to be used on several other MSNBC and NBC programs. Click [here](#) and select “Focus group split on second debate” under “Latest Clips.”
Staff Performance Management – Step One

Follow-up
Please forward the original signed Step One documents to HR by October 19, 2012, as instructed in the Staff Performance Management Step One sessions held on September 25 and 27. Visit https://portal.lib.ohio-state.edu/intranet/display/Performance to learn more about the process.

Please contact Kelly Rose, rose.900@osu.edu, or Greg Newman, newman.25@osu.edu with questions.

Employee Self Service: ePay launches October 18
ePay, the latest enhancement to Employee Self Service, launches Thursday, October 18. ePay allows you to update tax information (form W-4), manage direct deposit information, and view and print paystubs online. ESS makes it easier for you to manage your personal information; ESS uses your lastname.#, eliminating the separate password to access your payroll information. To access ePay, go to http://hr.osu.edu and locate the Employee Self Service link placed under Ohio State “Hot Links”. Click on the icon for the function you want to access, and follow the prompts. For helpful job aids please visit: http://hr.osu.edu/esshelp/

Insurance Open Enrollment Begins October 22
Open Enrollment for the 2013 plan year begins on October 22, 2012, and ends on November 2, 2012. All changes go into effect January 1, 2013. A new feature for 2013 Medical Plans is $0 member out-of-pocket cost to see your Primary Care Physician (PCP). Read more about this feature, including what providers and fees are covered.

Learn more at an Open Enrollment Forum. At the forum, you will hear a high-level overview of the benefit programs and plan features, including 2013 changes and the new premium rates. View the complete schedule and register online. For more information about Open Enrollment, visit hr.osu.edu/oe; check back often, as the site will be updated regularly. Watch your mailbox at home the week of October 15 for more information.

2012 Faculty Recognition Program October 30
The 10th annual Faculty Recognition Program and Reception will be held at the Faculty Club Grand Lounge, 181 S. Oval Drive, on Tuesday, October 30 from 3:30-5:30 p.m. The event, sponsored by University Libraries, the Office of Academic Affairs and the Faculty Club, honors the university’s faculty members who have been granted tenure or promotion in 2012-2013. President Gordon Gee, Provost Joseph Alutto and Director of Libraries Carol Diedrichs will make remarks during the program, which will also include a reception and a display of books the faculty members found particularly meaningful.
The program will recognize several University Libraries faculty members who have been granted tenure or promotion:

- Promotion to the rank of Associate Professor: Lynda Hartel
- Promotion to the rank of Associate Professor with Tenure: Fern Cheek, Barbara Dunham, Beth Kattelman, Melanie McGurr, Jenny Robb, and Maureen Walsh
- Promotion to the rank of Professor: Tschera Connell and Maureen Donovan

“From the Director” looks at the Capital Campaign
Carol Diedrich’s blog post for this week looks at the launch of the university’s $2.5 billion capital campaign, and the Libraries’ case for our $25 million fundraising goal.

Dancing Dimensions Gallery Talk October 19
A gallery talk to accompany the current Dancing Dimensions exhibit will be offered on Friday, October 19 at noon in the Thompson Library Gallery. The talk will be presented by Vita Berezina-Blackburn. The topic of the talk is “Dance Inspired Improvisational Approach to Animation.”

Performance capture was used to create animated sequences used in performance in Landing Place, a dance work by the Bebe Miller Company. The sequences were then made into 3D animation for the Dancing Dimensions exhibition. In her talk, Berezina-Blackburn will provide conceptual and technical insight into the collaborative process.

Vita Berezina-Blackburn is a visual artist working with 3d computer animation for film, performance and installation. Her works were featured at MIT Museum, Dance Theatre Workshop, on PBS, at animation festivals in the US, Brazil, Poland, Italy, Czech Republic, Russia, and the Netherlands. Berezina-Blackburn has presented her process at SIGGRAPH, Dance on Camera, Boston CyberArts, KAFI and other conferences. Berezina-Blackburn’s collaborative works with choreographers, such as Bebe Miller, were featured at Danspace Project, The Kitchen, Wexner Center for the Arts, PICA, Red Cat, Yerba Buena Center for the Arts. She is currently on staff at the Ohio State University’s ACCAD.
Managing Students Best Practices Information Session

The Staff Advisory Council and Human Resources are pleased to sponsor “Managing Students Best Practices Information Session,” on Friday, October 26, from 2-3:30 p.m. in the Thompson Library, Room 165.

Are you an expert at:
- supervising students,
- searching for FWS students,
- orienting students?

Do you need to know about:
- processing student appointments,
- determining pay rates,
- recognizing student achievements?

If so, then please plan on attending the “Managing Student Best Practices Information Session” to share your expertise and ask your questions. We hope to allow the participants to determine the topics covered during the meeting, however, some items that will be covered include:
- advertising for positions
- interviewing and selecting
- determining pay rates
- scheduling
- departmental orientation/training
- managing eTimesheet approvals/errors
- when to give breaks
- managing performance
- code of conduct
- student employee recognition
- terminations/resignations
American Archives Month Program

October 29

Special Collections at the University Libraries will be celebrating American Archives Month with a program, “Voices from the Vault: Unique and Amazing Finds from Special Collections” on October 29 from 4-5 p.m. in Thompson Library Room 150.

Featuring stories, photographs, and artifacts from across our collections, including the Byrd Polar Archives and the Billy Ireland Cartoon Library & Museum, the program will also include information from curators and a question and answer period.

The Collections Reformatting Review
Sub-Committee seeking proposals

The Collections Reformatting Review Sub-Committee solicits proposals from OSU Libraries’ faculty and staff for digital reformatting projects that will result in the creation of unique digital objects that are permanently retained and are to be made accessible to the campus and wider venues. The proposal application form is available from Nena’s October 10 liball message. Submission deadline is Monday, November 12. Applications should be submitted via email to couch.1@osu.edu.

This is the second call for proposals in our ongoing process. We encourage you to submit in this round, as well as to be thinking about proposals for future rounds. Please note that theses and dissertations are being handled through a different flow (contact Wes Boomgaardener for information, boomgaardener.1).

If you have any questions about the application form or the process, please feel free to contact members of the Collections Reformatting Review Sub-Committee.

Geology Library Observes

National Fossil Day

October 17 was the third annual National Fossil Day, sponsored by the National Park Service and the American Geological Institute: (http://nature.nps.gov/geology/nationalfossilday/index.cfm).

To celebrate, the Orton Geological Museum displayed over two dozen of the best fossils that are not normally on exhibit, including the three foot long arm bone of a mastodon (an Ice Age elephant), the lower jaw of a baby mammoth, petrified wood, trilobites and more.
Reference Database Brown Bag Lunches
Brown bag sessions are scheduled for 11:30 a.m. in Thompson Room 150 A / B on the third Thursday of the month.
- October 18: Anne Fields – MLA Bibliography
- November 15: Daniel Dotson - Theses/Dissertations * 12:30 p.m.

Scholarly Communication Session October 24
A series of sessions on a variety of scholarly communication topics have been scheduled during this academic year. The sessions will combine presentations and opportunities for question-and-answer and discussion and are meant to provide subject librarians and others with information that will enable them to work more closely with faculty and students on a variety of issues related to scholarly communication.

There are two sessions for each topic, with varying days and times, with the same content given at each session. Please plan to attend one of the sessions for each of the four topics. All sessions will be held in the Thompson Library, Rooms 150 A/B.

- **Copyright Basics and Fair Use:** this session will cover basic copyright information; Fair Use criteria/exemptions; assisting faculty and students who have questions that introduce issues surrounding Fair Use: learning to refer patrons to the Copyright Resources Center. (Sandra Enimil)
  - October 24: 3-4 p.m.

- **Publishing:** this session will give subject specialists a general background in the reasons for and current state of library publishing initiatives; it will also provide an overview of OSU Libraries' publishing program and potential for partnerships with faculty, departments, scholarly societies and others. Session includes an interview with Jose Diaz, who is helping to develop a new journal with the faculty of the Center for Latin American Studies. (Melanie Schosser)
  - November 14: noon—1 p.m.; December 6: 10 – 11 a.m.

University News

**Tobacco Free University**
As a part of our commitment to the health and well-being of faculty, staff, students, and visitors, Ohio State is considering becoming a 100 percent Tobacco Free University, with the goals of reducing tobacco use, reducing health risks for non-smokers, cleaning up and protecting the campus environment, and becoming the world's healthiest university. We are seeking input from faculty, staff, students, and the community to determine if we should become a tobacco free university, and, if so, what are the next steps. Read more on the Tobacco Free website.

Please share your input at a community forum on Thursday, October 18, 2:30 p.m. in Science & Engineering Library, Room 090. Feedback also can be sent via e-mail to TobaccoFree@hr.osu.edu.
Staff Career Development Grant applications due October 29

Human Resources and the University Staff Advisory Committee annually award Staff Career Development Grants of up to $500 to offset costs associated with staff career goals and professional development. The grant can be used toward expenses that occur during calendar year 2013. Information about the grants, including eligibility and selection criteria, is available online.

Those interested in pursuing professional development opportunities are encouraged to apply for a grant. Applications are due by 5 p.m. October 29.

Last week we reported the death of former colleague Jim Murphy, who passed away October 7. We have learned that, at the request of Jim’s family, there will be no calling hours or funeral service. Friends who wish may contribute to a charity of their choice in Jim’s name. Jim was a former member of the Cataloging Department who started as the Science Cataloger and went on to be the Coordinator of the Western Languages section.

Our condolences to Brenda Goodwin/Conservation on the death of her sister, Linda, on October 8. Linda’s obituary is in the Columbus Dispatch.

Individual + Good Deed = Kudos

Please take a moment to show your appreciation

http://library.osu.edu/about/departments/human-resources/kudos/2012-kudos/

Or

go.osu.edu/kudos
Job Postings

Facilities Services Manager
The Facilities Service Manager represents Libraries on all aspects of facilities projects including renovation, construction, space use planning, facilities improvements, new learning spaces, move management and others as assigned; identifies projects for capital and basic renovation requests; provides oversight for library physical operations and maintenance, library security functions and library mail services functions for approximately 450,000 square feet of POM and Rental space; coordinates with Assistant Director for Planning and Administration to ensure operational needs are met timely, efficiently and cost effectively; supervises two direct reports and four indirect reports in the completion of the functions listed above. In addition, has responsibility for student workers in the above functions. Target hiring range: $62,000-$69,000/year. Posting Number: 371366.

*For more information and to apply please visit the personnel posting at jobsatosu.com from October 6-October 21.*

Middle East and Islamic Studies Librarian – Open Faculty Search
The Ohio State University invites applications and nominations of energetic and proactive individuals who are interested in joining a dynamic, growing program that enhances teaching, learning and research in the areas of Middle East and Islamic Studies. Serving as the Middle East and Islamic Studies Librarian, the incumbent for this position will enhance a substantial, responsive and high impact area studies program which strongly supports scholarship at the University. The Middle East Studies collection is relevant and distinctive, reflecting the prominence of the University’s Middle East Studies Center and the Department of Near Eastern Languages and Cultures. The Middle East and Islamic Studies Librarian is a critical partner for these dynamic programs and leads the Libraries’ engagement and collection building in these areas to advance discovery and learning in a globalized, information-rich environment.

This is a full-time, permanent, 12-month tenure-track faculty appointment. Salary and faculty rank are dependent on qualifications and experience.

For more position information, please visit [http://library.osu.edu/about/jobs/faculty/](http://library.osu.edu/about/jobs/faculty/)

Applications will be accepted until the position is filled. Preference will be given to applications received by November 26, 2012. Please send cover letter, CV, references and salary history and requirements via email using the subject line of Middle East and Islamic Studies Librarian to Greg Newman at newman.25@osu.edu.

*To build a diverse workforce Ohio State encourages applications from individuals with disabilities, minorities, veterans and women.*

EEO/AA employer
“Line Dancing”  
Through December 30  
Billy Ireland Cartoon Library & Museum  
Reading Room Gallery, 27 West 17th Ave. Mall, Columbus OH 43210  
Monday-Friday, 9 a.m. – 5 p.m.

“Dancing Dimensions: Movement through Time and Space”  
Through December 30  
Jerome Lawrence and Robert E. Lee  
Theatre Research Institute  
Thompson Library Gallery, 1858 Neil Ave.,  
Columbus OH 43210  
Gallery Hours:  
Monday-Wednesday and Friday, 10 a.m. - 6 p.m.;  
Thursday, 10 a.m. - 8 p.m.;  
Saturday and Sunday, noon - 5 p.m.