Assessment-in-Action and the STEP Program

Ohio State is one of 75 institutions selected to participate in ACRL’s “Assessment in Action” program for 2013-14, which is an IMLS-funded initiative to develop a body of knowledge among librarians, faculty, and administrators about the impact of libraries on student learning. Institutions selected were required to select a team of individuals with a librarian as team leader, who will participate in both face-to-face and virtual meetings along with others to develop a set of best practices in assessment and learning. Ohio State will be focusing on the STEP program (Second-Year Transformational Experience Program), which focuses on student success in the second year through a residence-life-based initiative.

The members of Ohio State University team participating in the “Assessment in Action” initiative are: Sarah Murphy, Coordinator of Assessment, team leader; Beth Black, Undergraduate Engagement Librarian; Emily Slager, Center for the Study of Student Life; and Alexis Collier, Office of Academic Affairs.

Campus Campaign Concludes April 30

Giving online is easy @ www.campuscampaign.osu.edu Just $1 counts toward participation. Make sure your team is in the lead!

The winning team will receive a free lunch served by the Executive Team on May 16. Additional prizes will be handed out at the luncheon!
Walking Tacos

Thompson Library
West Atrium
Ground floor

April 23
2013
11:30 a.m. - 1 p.m.
(while supplies last!)

Take a break...
Make a donation...
Enjoy a taco...

$3 for one
We Take Buck ID Cards or cash!

$5 for 2 bags

All proceeds support the Schulz Challenge & Cartoon Library & Museum Fund for the Campus Campaign

UNIVERSITY LIBRARIES
Executive Committee Meeting Notes, March 26

- **CLI Conference**
The 2013 CIC CLI Conference will take place at OSU May 22-23. The meeting topic this year will be scholarly publishing. Strieb will facilitate identifying the six University Libraries participants for the conference.

- **AdminPlus**
The next AdminPlus meeting is April 24, 2013. The EC topic for the April meeting will be a discussion about the LibQUAL+ survey results with Sarah Murphy. Gibson will follow up with Sarah.

The EC also plans to have a short assessment survey related to the new format for Admin Plus at either the April or June meeting. Batts will develop the list of meeting coordinators for FY14 and send a reminder to the three coordinators for the April meeting.

- **eLearning Usability Lab in Prior Hall**
Warner shared information from Dr. Steven Gabbe related to developing a new eLearning Usability Lab in Prior Hall. Diedrichs agreed to write a letter of support for the project indicating that OSUL would benefit from having a lab on campus.

- **Tobacco Free OSU Policy**
The committee reviewed a draft university policy regarding making our campus tobacco free. There is a spot for a University Libraries member on the new committee that will lead this effort and a decision was made to recommend Todd Efkeman as our representative. Patton-Glinski will follow up with Todd regarding next steps and Batts will submit Todd’s nomination.

- **Art on Campus**
Carter shared information about a university project investigating strategies for improving the campus’ ability to manage, track and safeguard physical items of historic, artistic, and monetary value.

- **Strategic Plan Metrics**
Diedrichs reviewed the updated strategic plan metrics. The tracker has been updated and is available online as mentioned in Carol’s 3/25 blog. Batts will work with the ADs to set up a group meeting with the responsible party for each initiative.

Executive Committee Meeting Notes, March 12

- **Position Priorities**
The committee reviewed position requests and recently approved positions and determined the hiring sequence below:

  - Hebrew Studies Cataloger
  - Turkish and Theses Cataloger
  - Japanese Cataloger
  - Korean Cataloger (Part-Time)
Exhibits Coordinator
Evenings Circulation Assistant (Thompson Circ)
Weekend Circulation Assistant (Thompson Circ)
Electronic Resources Metadata Librarian (faculty)
Electronic Resources Cataloger
Cluster Hire in R&E Division (3 faculty positions plus VSIP positions)
Usability and Instructional Support Specialist
Processing Coordinator
Partner Relations Coordinator (DCS)
Office Manager (BICLM)
Exhibits Preparator

Temp/Term Positions
HR Recruiter (1 year temp)
Security Officer (1 year temp)
Accessioning and Processing Archivist (1 year temp) (TRI)
Records and Information Management Consultant (1 year temp)
(University Archives)
Wikipedian in Residence

The EC would like to get moving on some of the faculty searches as soon as possible, so Diedrichs will issue a call for search committee members for the Metadata Librarian and the cluster hire (which will include three R&E public services librarians as well as the VSIP positions) in the next month or so.

Several of the searches will run concurrently.

- **2014 ARL Meetings**
The ARL Board and Membership meetings will be held at the Columbus Hilton Downtown on May 5-8, 2014. OSU will host an evening event for the ARL Directors at Thompson Library on the 6th and the other ARL members in Ohio will host a reception at the Billy Ireland Cartoon Library and Museum on May 7th. THO and Cartoon will be closed to the public for set-up and during these events. Batts and Niemeyer are assisting Diedrichs with the event logistics.

- **DLI Program**
Warner shared a document describing key elements for launching OSUL’s new Digital Initiatives Program. The committee reviewed the document and will send feedback to Warner. A new working group will be developed this spring and Warner will draft a charge. Diedrichs include a guest blog posting in the coming weeks.

- **Strategic Plan Update**
The strategic plan tracker has been finalized and will be added to the staff Intranet. In the coming weeks, Diedrichs will post a blog posting with additional information about next steps in our strategic planning process.
Equipment List Suggestions Sought

Executive Committee is making a call for items to be added to the equipment list before the end of the fiscal year. If you have requests that have not yet been submitted, please work through your department head to ensure Lauren Paulauskas (paulauskas.2@osu.edu) receives the request by the close of business on Wednesday, April 24.

As a reminder: the equipment list is not for regular operating supplies. (Those should be submitted through the regular e-request process and will workflow through to your AD for approval.) Items for inclusion on the “equipment list” typically have a cost over $5,000 and can include items other than machinery. Some past submission examples include (but are not limited to): refurbishment of tables, addition of new furniture, wireless service for the Library Tech Center, replacement of an aging van, 400 plastic bins for transport of materials, power stocker lift truck, and floor box wiring in the tray areas.

Study Breaks to include Dog Visits

From April 23-30, the Libraries is providing a variety of toys and games for groups and single users as study breaks at the Thompson and 18th Avenue libraries. The breaks will also include animal visits at Thompson.

![PAUSE 4 PAWS]

We will host special animal visits during this time in Thompson Library on the ground floor north side – follow the paw prints on the floor. Come visit with:

- **Bailey**
  - Thursday, April 25 6 & 7 p.m.
  - Friday, April 26 6 & 7 p.m.

- **Brooke**
  - Thursday, April 25 6 & 7 p.m.

- **Linus**
  - Monday, April 29 1 & 2 p.m.

- **Pijiu**
  - Thursday, April 25 1 p.m.
  - Fri., April 26 1 p.m.
Attention Student Supervisors
Federal Work Study Schedule Updates
Federal Work Study students enrolled for May Session, Summer Term, or Summer Session may begin working May 5, 2013; however, they are required to be in a paid fees status on or before May 5, 2013 even though tuition and fees are not due until June 3, 2013.

Graduating Student Assistant Employment Policy Exception
With the switch to semesters, the student assistant employment policy has changed. It now allows graduating students to be employed one session after graduating, not the entire semester after graduation. University Libraries has requested and been granted an exception to this policy for the Summer 2013 academic term only. Therefore, student assistant employees who will graduate at the end of the Spring semester 2013 can continue to be employed in their student employee position through the last day of final exams of the Summer 2013 term, July 31, 2013. For questions, please contact HR.

Proposed changes to CCS rules governing disability separations and definitions
As a part of The Ohio State Universities regular review of Classified Civil Service (CCS) rules, a few updates have been identified that need to be made to the CCS Rules on Leaves (reinstatement from voluntary and involuntary disability separations) and Definitions. The exact changes can be found at: http://hr.osu.edu/ccsmod.aspx E-mail feedback to: ccsmodernization@hr.osu.edu or send feedback via campus or U.S. mail to: Attn: CCS Rules Update, Office of Human Resources, 1590 N. High St. Suite 300, Columbus, OH 43201.

Health Care Benefits Premium Billing on LOA
Effective May of 2013 employees on an unpaid Leave of Absence (LOA) will now be billed for their benefit premiums. Additionally, OHR will begin collecting partial premiums for those employees that do not earn enough pay to cover their benefit premiums which may substantially reduce net pay. These individuals will also be billed for any uncollected benefit premiums. Previously employees were expected to manage this process on their own. This change will help OSU continue to mitigate overall health care costs that are passed on to employees and ensure equal and consistent treatment of faculty and staff. If payment is not received, coverage will be cancelled the first of the following month. For those employees on an LOA wishing to reinstate coverage, they can do so upon their return to work. However, employees who are cancelled due to nonpayment as a result of not having enough net pay will be required to wait until open enrollment or experience a qualifying status change to re-enroll in coverage. Please note individuals who remain on LOA beyond eight months will be required to pay the full funding rate (employee and employer portion) for benefit coverage.

For faculty and staff affected please review that your address is current through Employee Self Service. Incorrect addresses will result in a delay in receiving invoices. For additional information please review the Frequently Asked Questions or speak with a Benefits Consultant/HR Customer Service: (614) 292-1050 or service@hr.osu.edu.
**Engaged Librarian Forum April 18**

The next Engaged Librarian Forum (ELF) will be held on April 18, 1-3 p.m., Thompson Library, Room 150 A+B. This interactive forum will focus on a continued discussion of the second year transformational program--STEP (http://step.osu.edu/), presented at the recent Library Faculty Meeting.

**Agenda:**

- **STEP Discussion:** 1st year + 2nd year differences and needs (10 minutes)
- **Presentation of 1st year/2nd Year model** (10 minutes)
- **Personal Development Workshops—Brainstorming ideas for library-wide offerings** (40 minutes)
- **Demonstration of Knowledge Bank Statistics for Authors (Show and Tell)**—relevant in what you can promote to faculty as well as what statistics are available on your publications in light of the Library Faculty OA resolution. (15 minutes)
- **Discussion of Library + Experiential Learning current and future role** (30 minutes)—Experiential Learning provides students with impactful and life-changing opportunities ranging from internships to study abroad to research experiences. Are all library resources available when students are across the world? What other services should the library offer?

For more information about the forum, please visit: http://go.osu.edu/elf  
Thanks!

_Meris Mandernach, Tschera Connell, Karen Diaz_

**Call for Search Committee Members**

University Libraries is set to begin the recruitment process for multiple faculty positions in the Research and Education Division. We are looking to form two search committees that will facilitate the process for several positions each. One committee will focus on a Data Management Librarian, a Digital Humanities Librarian and a GIS Librarian. The other will focus on several subject Librarians including a Fine Arts, Business and a yet to be determined subject. If you are interested in serving on either of the search committees, please email Quanetta at batts.8@osu.edu by April 26, 2013. Please remember that although search committees for faculty positions are composed primarily of members of the faculty, we are looking for staff member representation on the committees as well.

**Practice with Carmen 10**

The update to Carmen 10 is happening on May 3 - 5. To help Libraries faculty and staff become familiar with the changes, the Teaching and Learning Office created a set of practice tasks for the five most commonly used features as well as an overview of the changes. If you are a Carmen user, check it out at http://library.osu.edu/documents/teaching-and-learning/Practice-Carmen-10.pdf or on the Intranet A-Z list under Carmen 10 Practice.
A.L.I.C.E. Workshop May 9

In recent years, shootings in schools, institutions and other public spaces have been in the news. While no one can predict these events, there are things you can do to prepare yourself in the event of an emergency. The ALICE Workshop (Alert, Lockdown, Inform, Encounter, Evacuate), presented by OSU Police and sponsored by the Libraries’ Risk Management Committee and the Libraries’ Staff Advisory Council, will give you the chance to get the advice of professionals and have your questions answered.

To register for one of the following sessions, please fill out the registration form at the link below by Friday, May 3rd:
http://go.osu.edu/ALICEregistration

- Thompson Library, Room 150: May 9, 9:30 – 11:00 a.m.
- 18th Avenue Library, Room 070: May 9, 3:30 – 5:00 p.m.

Libraries’ faculty and staff should feel free to invite other colleagues and friends who may wish to attend.
Proposals for Digital Projects due April 30
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. Submission deadline is Tuesday, April 30. Applications should be submitted via email to couch.1@osu.edu.

This is the third 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 Boomgaarden for information, boomgaarden.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.

Sierra Migration Informational Sessions
The Applications Development & Support team and Area Functional Experts invite you to our Sierra Migration Informational Sessions. The two identical sessions will be offered at the Thompson Library and the Tech Center. We will provide you with up-to-date information about the migration from Millennium to Sierra, including a timeline of activities and a demonstration of Sierra features and capabilities. We will provide plenty of time for questions and answers to address any concerns you may have about the new system.

- Thompson Library, Room 150 A-B, Tuesday, April 30, 2 – 3:30 p.m.
- Tech Center, Conference Room 122, Wednesday, May 1, 10:30 a.m. - noon

Please note that we are also in the process of finalizing details for hands-on training sessions in May. You can find updates about the project at go.osu.edu/sierracentral.

Spring Reference Brown Bags
Join these informal information sessions, from 11:30 a.m. to 12:30 p.m. in Room 150A at the Thompson Library:

April 25, Area Studies information session
- Yossi GaiRon, Librarian for Jewish Studies, will present an introduction to Adam Matthew’s Jewish Life in America, 1654-1954.
- Miroljub Ruzic, Specialist in Religious Studies, and History of Christianity, will offer an introduction to East View’s to PRAVDA.

May 16, NBC Learn – Higher Education
This new product from NBC news provides access to more than 80 years of news footage and reports.
Gently Used Toys, Games and Puzzles Wanted
We are once again holding a Finals Study Break Spot for students during finals week in Thompson Library and this semester are adding the 18th Avenue Library. Please send donations of any new or gently used toys, game and puzzles to Beth Black, Thompson Room 222D. Thanks to all who donated last semester - the most popular items were Lego, Playdough, sketch books & crayons, Scrabble, Uno and Pass the Pigs.

University News

Biometric Screenings April 24
On April 24, the OSU Health Plan’s Health Promotion Specialist will be in the 18th Avenue Library, Room 070 from 9 a.m. - 4 p.m. to conduct onsite biometric health screenings. Remember, if you have had a physical within the past year, you can use those values to complete your Personal Health Assessment (PHA) at www yp4h osu edu Completing your PHA will allow you to receive your health care premium credit reduction as well as make you eligible for cash-back incentives when you participate in YourPlanForHealth activities.

Want to get a handle on your health? Start by obtaining your biometric health numbers. Those numbers give you an idea about how you’re doing in terms of cholesterol, blood sugar, and so on. You can also use the biometric numbers to complete the YP4H Personal Health Assessment (PHA). Once you submit your PHA, you'll be eligible for the PHA Medical Plan Premium Credit of $30/monthly pay ($13.85/biweekly pay).

Key Reminders for Your Appointment:
• No fasting required. Being well hydrated makes it easier to obtain the blood sample.
• Since biometric health screening appointments are scheduled back-to-back, please be sure to arrive on time or you risk being asked to reschedule.

Don’t Forget:
• The biometric health screening is different than completing the PHA questionnaire – they are two separate activities. After your biometric health screening, complete your PHA by logging in to www yp4h osu edu You must complete your PHA each calendar year to continue receiving the PHA Medical Plan Premium Credit.

Wind Symphony and Chorale present shared concert April 19
On Friday, April 19, the Wind Symphony, conducted by Russel Mikkelson, will perform Malcolm Arnold's Water Music and Leonard Bernstein's “Symphonic Suite” from On the Waterfront. On the same concert, the Ohio State Chorale will perform Britten's Rejoice in the Lamb, conducted by Robert Ward, with introductory comments by C. Patrick Woliver and Charles Ives' Circus Band, conducted by Scott McCoy, at 8 p.m. in Weigel Hall. Advance ticket sales available at 292-2295. One free ticket with BuckID presented in person.
> Ticket policies and more: http://music.osu.edu
Nominations Open for Staff Advisory Council

The Staff Advisory Council (SAC) is looking for ideas, energy and aspirations to help us in our mission of advocating for the OSU Libraries Staff. We sponsor the Libraries General Meetings, advise in programs like the New Employee Orientation and initiate projects to further Staff Development and Recognition.

The SAC is an elected body of seven CCS or A&P staff members that serve as Advocates to identify and share staff concerns with libraries administration and consult with staff on matters of policy and planning. We meet monthly to discuss concerns, progress on our projects, and occasionally give feedback on upcoming programs. We are a project-based committee, so there will be some work outside of the meetings, so please keep this in mind when discussing the time commitment with your supervisor.

This year, there are three Advocate positions on SAC to be filled. The two year term for each would begin July 2013 and conclude June 2015. Candidates must be a CSS or A&P staff member of University Libraries that has passed his or her initial employment probationary period.

If you would like to be a candidate for Staff Advisory Council, please send an email to Greg Newman in the Libraries Human Resources office at newman.25@osu.edu by Friday, May 3. Be sure to include the following information: Name, Title, Years Employed and optionally answer: "Is there anything you would like others to know about you?"

An email announcement with details and a link to the ballot will go out on Monday, May 6. All University Libraries CCS and A&P staff will be eligible to access the online ballot of candidates and issues and cast their vote in the two week period between Monday, May 6, and Friday, May 17, 2013.

Please consider joining SAC yourself or encourage a staff colleague to join!
Congratulations

Congratulations to Karen Diaz, Head of the Teaching and Learning Office, and Sarah Murphy, Coordinator of Assessment, who have been accepted into the President and Provost’s Leadership Institute (PPLI) for 2013-14. They will be part of a cohort of emerging leaders from around the university, representing nine colleges (including the Libraries), four campuses, and the Glenn School. They will participate in a variety of leadership development seminars and activities throughout the year as part of the PPLI.

Retirements

Mary Scott, head of the Geology Library, has announced her retirement effective May 31. Architecture Library Head Jane McMaster has also announced her retirement, effective June 30.

Congratulations and best wishes to our colleagues on achieving these career milestones.

Publications


Magda El-Sherbini, (2013). Bibliotheca Alexandrina’s Model for Arabic Name Authority Control. Library Resources & Technical Services, 57(1), 4-17.

Presentations

David Lincove participated on a panel sponsored by the ACRL West European Studies Section, Social Science and History Discussion Group at the January 2013 American Library Association Midwinter Conference. David spoke and led a discussion on how subject librarians can get more involved with special collections.

Predrag Matejic was the keynote speaker at "The Hilandar Research Library at The Ohio State University: History and Impact on Bulgarian Scholarship." Presented at Paisii: Life, Works, Contemporaries, a Conference to Commemorate the 250th Anniversary (Blagoevgrad, Bulgaria, September 20-21, 2012). An expanded version was delivered at the University of Sofia on September 24, 2012, as a public lecture.
Job Postings

Cataloging Program Coordinator
Under the direction of the Head of Cataloging, the program coordinator: will complete assigned cataloging projects in the department; will be responsible for developing, implementing, evaluating and managing project workflows to efficiently and effectively catalog library materials in a variety of languages and formats including electronic resources; identifies if and when additional support for project is needed based on project scope and might delegate cataloging projects as appropriate; oversees delegated projects and ensures projects are completed according to established deadlines; answers cataloging and workflow questions for delegated projects; identifies training needs and develops appropriate training based on needs of the project; creates original and complex copy cataloging in Online Computer Library Center (OCLC) in a variety of languages in various formats; updates online catalog by adding, transferring, and withdrawing items and making corrections; consults and resolves complex cataloging questions for library cataloging staff and students. Target hiring range $36,000 – 40,000. Posting number: 375242. Application deadline is May 5, 2013.

Electronic Resources Metadata and Discovery Librarian
The Ohio State University Libraries are seeking a collaborative and service-oriented Electronic Resources Metadata and Discovery Librarian with strategic vision to manage and lead our Electronic Resources Cataloging Program. The selected candidate will report to the Head of Cataloging and has the support of three full time staff. The Electronic Resources Metadata Discovery Librarian will work in a highly collaborative organization to create and implement innovative approaches that provide support for the bibliographic control and metadata related to electronic resources of all types, with a focus on e-books and databases. The selected candidate will work as a member of the Electronic Resources Cataloging Team and will share responsibility for establishing and maintaining access to the Libraries’ extensive electronic resource collection. To learn more about the position, please visit http://library.osu.edu/about/jobs/faculty/.
Nominations or applications will be accepted until the position is filled. Preference will be given to applications received by May 31, 2013. Please send letter of interest with a current resume and name, address, phone, and email address of three references to Greg Newman at newman.25@osu.edu.

Please include “Electronic Resources Metadata Discovery Librarian Application” in the subject field.

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

EEO/AA employer
“Faster, Higher, Stronger – Jesse Owens: 100 Years of Life and Legacy”
Through May 5
Thompson Library 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.

“Translation…openeth the window to let in the light: The Pre-History and Abiding Impact of the King James Bible”
Through May 5

http://library.osu.edu/innovation-projects/omeka/exhibits/show/the-king-james-bible

“A.B. Walker’s World”
Through April 26
Billy Ireland Cartoon Library & Museum

A.B. Walker.