



9/19/2012

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*Coffee & Conversation with Carol September 27*

Take this opportunity to chat with Carol in an informal setting. The next *Coffee and Conversation with Carol* is Thursday, September 27 from 9:30 – 10:30 a.m. in the Thompson Library, Room 202.

**Staff Performance Management – Step One Information Sessions**

Human Resources is pleased to announce the following information for supervisors and direct reports concerning the July 1, 2012 – June 14, 2013 performance cycle. Please visit <https://portal.lib.ohio-state.edu/intranet/display/Performanc> to learn more about the process.

- Human Resources will hold two information sessions on:
- September 25, 3:30 p.m. – 4:30 p.m. in 150A Thompson Library
  - September 27, 8:30 a.m. – 9:30 a.m. in 122 Library Tech Center

- The agenda will include:
- Timeline
  - What's different
  - The overall process
  - Key components of Step One
  - Creating goals
  - Answering questions

Please come and participate or contact Kelly Rose, [rose.900@osu.edu](mailto:rose.900@osu.edu), or Greg Newman, [newman.25@osu.edu](mailto:newman.25@osu.edu) with questions.

## Search Tool Now Available for *NewsNotes*

A recommendation from a discussion at the recent “Admin Plus” meeting has resulted in the development a tool that provides an easy way for searching past issues of *NewsNotes*.

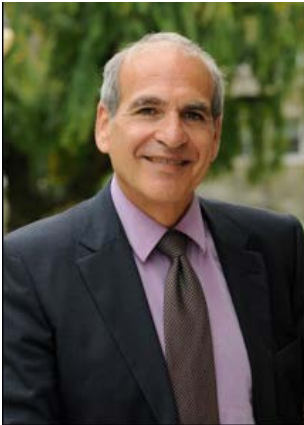
The Admin Plus discussion centered on the Libraries’ internal communications, and the role of *NewsNotes* in documenting information for the faculty and staff. Meeting participants repeatedly mentioned how difficult it was to find specific information in the publication weeks or months after they were issued. In response, the Web Implementation Team (WIT) developed a new search tool for searching past issues of the newsletter.

The tool is at the top of the [index page](#) for the newsletter, on the staff intranet.

## “From the Director”

The title says it all: “Show me the money.” See how the Libraries funding looks for the coming year in Carol’s latest [blog post](#).

## Elliott Shore Named ARL Executive Director



The Association of Research Libraries (ARL) Board of Directors has appointed Elliott Shore as Executive Director of the Association, effective January 1, 2013. Dr. Shore is currently Chief Information Officer, Constance A. Jones Director of Libraries, and Professor of History at Bryn Mawr College in Pennsylvania.

ARL President Winston Tabb, the Sheridan Dean of University Libraries and Museums at Johns Hopkins University, announced Dr. Shore’s appointment to the ARL membership. “I am very pleased to announce, on behalf of the ARL Board, that Elliott Shore has accepted our offer to become the next ARL Executive Director,” he wrote. “Elliott’s extensive experience as a librarian and library director; his intense engagement in current research library leadership development programs; his experience as a CIO and active participant in EDUCAUSE; and his energy, enthusiasm, and strong commitment to collaboration with our members and strategic partners make him an ideal Executive Director for ARL at this point in our history.”

“As Executive Director of ARL, I look forward to working with ARL’s Board, member libraries, and outstanding staff to strengthen the position of the research library as a unifying force in higher education—the organizing hub of research, teaching, learning, scholarly communication, preservation of cultural heritages, and promotion of academic values,” said Dr. Shore. “The question of how to effectively reposition the library is not a simple one to answer; it will require multiple levels of action and collaboration using all of the skills of the library, higher education, and research communities. ARL is well positioned to play a leading role in mobilizing a coalition of like-minded associations and organizations, and in making the case for the value of library collections and services. I look forward to the challenges that lie ahead.”

## New Libraries Events Calendar Online

A calendar now available from the Libraries' home page lists exhibits, programs and special events taking place across the libraries. The calendar, the creation of which was spearheaded by the Programming Committee and Exhibits Sub-Committee, will also feature events being hosted in the libraries by other organizations that are open to the general public. The calendar is accessible by following the link on the home page.

## Archives, Ohio Staters, mark "Founders Day"



University Archivist **Tamar Chute** looks at a commemorative coaster created for the first "Founders Day" event with Ohio State President Gordon Gee. The program recognized the first day of classes at Ohio State in 1873. President Gee said the mission that the then-fledgling university embraced at that time is the same today: providing a quality education for the next generation to tackle the challenges of the future. As it was then and is now, he said, we are up to the task.

## Helpful links for erequests

The OAA Service Center has provided the following links that may be helpful when you are making erequests for the items listed:

- OfficeMax – [break room supplies](#) such as dish soaps sponges
- OSU Stores – [began stocking these plastic wear/cutlery](#).
- OSU Stores – [all stocked items](#)  
(Janitorial supplies, Food Service Items, OSU Forms, Hardware, Office Supplies)
- OSU Stores – [copier paper](#)

## Executive Committee Meeting Notes, September 4

- **Digital Preservation Policy Framework Taskforce**  
The committee approved a new taskforce that will propose a plan for developing a digital preservation policy framework for all OSUL digital assets that will address:
  - Scope statement for digital preservation
  - Guiding principles and commitments
  - Standards identification
  - Recommendations for implementation process priorities.

Once finalized, the charge document will be added to the OSUL website at: <http://library.osu.edu/about/committees/university-libraries-committee-structure/>

- **Admin Plus Takeaways**

The committee reviewed the minutes from the most recent Admin Plus meeting which included a focus on improving internal communication. The following takeaways were identified for action:

- Warner will pursue development of a photo directory and organization chart.
- Going forward, Batts will include an announcement in *NewsNotes* when the quarterly reports are posted.
- Diedrichs and Batts will draft guidelines around committee chair responsibilities including expectations for communication about progress and activities. Warner will investigate an internal communications tool / document management system.
- The exhibits and events calendar is already being developed and should launch soon. Using that as an example, Warner will investigate an internal meeting calendar that will allow faculty and staff to share meetings with all of OSUL. The goal for this internal calendar is to keep OSUL faculty and staff informed about large internal meetings/events that they might want to attend and to prevent holding multiple events at the same time.
- Warner will investigate adding a search function for just *NewsNotes* (ex. A search box on the *NewsNotes* index page).
- Patton-Glinski will follow-up with the training committee to discuss hosting CMS Training for committee chairs, department heads and others who need to update internet or intranet content.
- Gibson will investigate the communication challenges with the Regional Libraries and determine how to move forward.

- **ARL Statistics Update**

The committee discussed feedback from ARL regarding the 2011-12 survey questions. A decision was made that only titles recorded in the catalog will be reported in the ARL survey going forward (uncataloged titles or those described in other systems will not be included at this time). The ARL volume count is no longer a factor in ARL rankings so the difficulty of trying to count every title we own is not pressing.

A decision was made to work toward the inclusion of data from the regional libraries in future ARL submissions. Because the next submission is due so soon (October 15, 2012) we will begin to include the regional information in the 2012-13 survey due October 15, 2013. Gibson will contact the regional librarians to give them a heads up on this expectation and ask for three years of historic expenditure and personnel data. These analyses of data will help us understand any issues we might encounter in this data before make a final decision. Gibson and/or Diedrichs will discuss the survey with the regional campus librarians at their September meeting. Diedrichs will also discuss with the regional campus deans once we have completed the data analysis.

# Executive Committee Meeting Notes, August 28

*The meeting was held at the Book Depository. Donna DeGeorge and Tamar Chute attended the first portion of the meeting.*

- **University Archives Update from Tamar Chute**

Tamar provided an update on the activities with the Byrd Polar Research Center Archives, the Ohio Congressional Archives and OSU University Archives. Special projects include a pilot with the Athletics Department to address email retention (part of an innovation grant) and finding ways to strategically connect information in the *From Woody's Couch* blog to information in President Gee's blog. Archives Month is October and University Archives will offer historical walking tours this year. The OSU historical timeline has been redone (part of an innovation grant) and will be publicized soon. There is also work being done on a specific timeline for the College of Agriculture. University Archives and *Ohio Staters* Inc. are co-hosting Founders' Day at the University Museum in University Hall on September 17, 2012.
- **Strategic Plan Next Steps**

The committee reviewed a draft document which begins to incorporate portions of our current plan into the new strategic plan framework required by the Provost. Next steps are to focus on identifying the top ten strategies that will be included in the revised plan. Batts will create a timeline to ensure the committee stays on track toward the November 15, 2012 deadline.
- **Positions**

The committee considered position requests from each division and approved the following staff positions, which are listed below in the anticipated hiring sequence:

Permanent Positions:

  - Program Coordinator (Reference)
  - Circulation/Reserves Supervisor (Architecture Library)
  - Cataloging Project Coordinator (Cataloging Department)
  - Two Special Collections Catalogers (Special Collections Cataloging Department)\*
  - Chinese Cataloger (Cataloging Department)\*
  - Romance Language Cataloger (Cataloging Department)\*
  - Exhibits Coordinator (Special Collections)
  - East Asian Studies Program Assistant (Area Studies)
  - Usability and Instruction Support Specialist (Teaching and Learning)
  - Special Collections Processing Coordinator (Special Collections Cataloging Department)

\*The cataloger positions will be a single, four-way search.

Temporary Position:

- Hebrew Cataloger (half-time temporary staff position)



## Procurement Card Reminder

When you return the procurement card to the business office you must also have an *itemized* receipt. A non-itemized receipt cannot be accepted.

## October 16 ARL Webcast Discussion: FirstSale Doctrine

The Copyright Resources Center will be hosting a viewing of an ARL webcast discussion on the *Kirtsaeng v. Wiley* case on the First Sale Doctrine. This discussion will hinge on what is at stake for libraries. The discussion will be moderated by Brandon Butler, Director of Public Policy Initiatives at ARL, and will feature discussion from:

- Jonathan Band, of policybandwidth, an expert in copyright law and the author of the Library Copyright Alliance amicus brief in the Kirtsaeng case
- Carrie Russell, Director of the Program on Public Access to Information at the American Library Association's Office for Information Technology Policy, and a widely respected expert on libraries and copyright
- Kevin Smith, Scholarly Communications Officer at Duke University, a lawyer and librarian who has written about the Kirtsaeng case for *Library Journal* and on his blog, [Scholarly Communications @ Duke](#)

The webcast will be shown on Tuesday, October 16, 1-2 p.m. in the Thompson Library, Room 150A.

## OSU Libraries Artists' Books Open House September 25

Artists' books are defined as "art that takes the form of a book," but the big question is, "How many forms can a book take?" Find out at the OSU Libraries Artists' Books Open House. The event showcases dozens of artists' books released by major publishing houses in the field, as well as those distributed by artists themselves, including examples of mail art, computer punch-card art, and zines. OSU has a fantastic collection which includes some of the best-known artists of the late 20<sup>th</sup> century, much of which has not been on display before. See work by Marina Abramovic and Ulay, John Baldessari, Johanna Drucker, Fluxus, General Idea, The Guerrilla Girls, Hans Haacke, Nancy Holt, Douglas Huebler, Barbara Kruger, Sol LeWitt, George Maciunas, Ed Ruscha, Carolee Schneemann, Sister of Survival, Richard Tuttle, Lawrence Weiner, Xu Bing, and many more!

The Artists' Books Open House is set for Tuesday, September 25, from 11:30 a.m. to 2:30 p.m. in Thompson Library, Room 150. Gloves will be provided so participants can examine the work. Due to the sensitive nature of the materials (such as their designs, paper qualities, and fragility), we will ask that no food, drink, or wet media be brought into the room with them. Pencils and paper are best!

## Billy Ireland Cartoon Library and Museum Open House October 4

The Billy Ireland Cartoon Library and Museum will have an open house on Thursday, October 4, from 5-7 p.m. Enjoy the Reading Room Gallery Exhibition “Line Dancing,” a survey of dance in cartoon art, along with a behind-the-scenes peek of the library stacks and a display of treasures from the collection, including original “Bone” art by Jeff Smith, original “Little Nemo in Slumberland” art from Winsor McCay, original “Calvin and Hobbes” art by Bill Watterson, and original art by P. Craig Russell, acclaimed illustrator of “The Sandman,” “Hellboy,” and “Coraline.”

## Still Looking for “Bucks for Charity” Campaign Co-Chair

Ohio State’s annual “Bucks for Charity” campaign for 2012 begins September 10, and we need a volunteer to co-chair, alongside Judy Cerqua, the Libraries’ participation in this important drive. The co-chairs will work with a team of Libraries’ volunteers to coordinate the Libraries Bucks for Charity drive.

Faculty, staff, retirees, and students have the opportunity to support more than 300 worthwhile central Ohio environmental, health, and human service agencies through the Bucks for Charity drive. If you are interested in serving as co-chair for the campaign, contact [Judy](#) at 247-2725.

This year’s drive runs through November 16. Learn more about the campaign:  
<http://hr.osu.edu/special/bucksforcharity.aspx>

## Reference Database Brown Bag Lunches

Unless otherwise noted, all brown bag sessions are scheduled for 11:30 a.m. in Thompson Room 150 A / B on the third Thursday of the month.

- September 20: Abdirahim Abdi , Office of Disability Services – **JAWS software overview**, \* rescheduled from July
- October 18: Anne Fields – **MLA Bibliography**
- November 15: Daniel Dotson - **Theses/Dissertations** \* **time change to 12:30 pm**

## Pension Reforms Approved



The Ohio House and Ohio Senate approved the pension reform recommendations put forth by the Ohio Public Employees Retirement System (OPERS). The changes will go into effect January 7, 2013.

For those of you contributing to OPERS, even if you are not retiring in the near future, you will want to be aware of how these changes could affect your retirement. For those of you participating in the Alternative

Retirement Plan (ARP), these changes do not affect you directly, but you may be interested in knowing what is happening with respect to your colleagues and our state.

Changes are being made by OPERS in the following categories. Please consult the [OPERS website](#) and the links in this document for specifics. Five areas are mentioned below, however, there are a number of other changes that you should be aware of that are provided on the OPERS website.

1. **Minimum Salary:** The minimum salary required to earn a month of service credit
2. **Retirement Eligibility:** The combined age and service requirements for full and reduced benefits
3. **Final Average Salary:** The years of earnings used in the benefit calculation
4. **Cost-of-Living Adjustment (COLA):** An adjustment made to benefits to counteract the effects of inflation
5. **Benefit Formula:** An increase in the number of years to receive the higher formula

### **Important Dates**

With these changes, there are a few important dates of which you should be aware:

- **December 31, 2012.** To retire under the current plan, you must be off Ohio State's payroll by December 31, 2012. OPERS must receive paper application by the close of business January 4, 2013; electronic applications are due by midnight January 6, 2013. If you wish to receive a payment from OPERS in January, the application will need to be submitted sooner. Contact OPERS for revised application deadlines. Visit the [OPERS website](#) for more information about the steps needed to begin the retirement process.
- **July 6, 2013.** This is the anticipated last date to have a purchase of service credit approved under the current rate. After this date, your cost to purchase service credit will be more expensive. Contact OPERS at 1-800-222-PERS (7377) for additional details.

### **Deciding When to Retire**

As OPERS suggests in correspondence you may have received, take the following action:

**1 - Submit important documents.** Finding and submitting official documents such as birth and marriage certificates, or any other legal documents that may be required as part of the application for retirement takes time. The list of required documents can be found at [www.opers.org](http://www.opers.org) under the Member section.

**2 - Consider your options.** Decisions about retirement are personal, and based on your individual situation. I encourage you to take some time to think through your options, and determine what makes the most sense for you based on your circumstances. The following are among the many resources available to help you make an informed decision.

- **Town Hall Sessions.** OPERS representatives will be on campus October 24 from 10-11:30 in Davis Heart and Lung Research Institute, Room 170 to answer questions and connect you with resources for additional information. Register [online](#).
- **Ready to Retire.** This OPERS presentation is designed for members who are retiring within the next twelve months. It is available [in person](#) or via [webinar](#).



- **Member FAQs.** Read [answers](#) to some of the most frequently asked question.
- **One-on-One Counseling Session.** I strongly encourage you to meet with an OPERS representative in person or on the phone to discuss your options. Schedule [online](#).

The legislative changes **do not** include anticipated changes to retiree health care benefits. It is expected changes to health care would go into effect after January 1, 2014, at the earliest. Review the possible changes, as you determine your retirement date.

• **PERSpectives on Pensions: Health care plan changes.** Watch an [interview](#) with OPERS Health Care Director Marianne Steger about proposed changes to the OPERS Health Care Plan.

**3 - Purchase service credit, if applicable.** If you need to purchase service credit, begin this process now. Complete this [form](#) to purchase The Ohio State University time; the certification process may take several months, and applications will be prioritized by retirement date. To purchase non-Ohio State time, contact OPERS at 1-800-222-PERS (7377).

**4 - Stay informed.** Sign up for e-mail alerts by registering under [My Account](#) or calling the OPERS member line. Information will be posted on the [OPERS website](#), the [Ohio PERS Facebook page](#), the [PERSpective blog](#), and covered in the OPERS newsletters and e-mail alerts. Please read your materials thoroughly.

While the current pension reform legislative process is coming to conclusion, we will continue to make you aware of future developments that could affect your retirement, and bring you the latest news and information.

*Kathleen McCutcheon, Vice President and Chief Human Resources Officer*

## Town Hall Meetings on STRS



Representatives from the State Teachers Retirement System (STRS) will be on campus to host Town Hall meetings to share updates on changes to the state's retirement plans, and answer questions. STRS will discuss pension reform legislation affecting faculty.

### All-faculty STRS Town Halls

- [Monday, September 24, 8:00 am-9:00 am](#), Biomedical Research Tower, room 115
- [Monday, September 24, 1:00 pm-2:00 pm](#), 115 Davis Heart and Lung, room 170

[Online registration](#) is required, as space is limited.

## Scholarly Communication Series

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. Coming up in 2012:

**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 9: noon—1 p.m.; 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



### 17th Avenue became two-way September 17

17th Avenue became a two-way starting September 17 for its entire length between Tuttle Park Place and College Road. All modes of transportation (vehicular, bicycle, pedestrian) should observe traffic laws and posted speed limits and be aware of each other as they travel along this pedestrianized roadway.

### Having trouble getting around campus?

With the switch to semesters, many of us have found that our daily routine has been impacted and has necessitated changes to the way we schedule work, meetings and parking. To learn about how most classes are scheduled and to arrange your schedule around those times, please visit:

[http://oaa.osu.edu/assets/files/documents/Semester\\_Schedule\\_Final%20with%20dialogue.pdf](http://oaa.osu.edu/assets/files/documents/Semester_Schedule_Final%20with%20dialogue.pdf).

With the number of construction sites, our daily routines have also been challenged. To learn about construction projects on campus in order to avoid them, please visit:

<http://www.osu.edu/map/construction.php>.

Keep an eye out for those using hand held devices and riding bikes and plan ahead.

# People



## Congratulations and Best Wishes

**Nancy Helmick** is concluding her four-decade career with the OSU Libraries on September 27:

*As much as a changed lifestyle appeals to me, I confess that I leave with some regret. I was fortunate to have been mentored by some amazing people, and I very much appreciate all of the opportunities I've had to contribute to the Libraries' goals and accomplishments during the past 40 years, but I know the future is full of wonderful new chapters and challenges that would have been exciting to see to fruition.*

*I'll always be proud to have been professionally associated with University Libraries.*

	<h3>Individual + Good Deed = Kudos</h3>
	<p>Please take a moment to show your appreciation</p>
	<p><a href="http://library.osu.edu/about/departments/human-resources/kudos/2012-kudos/">http://library.osu.edu/about/departments/human-resources/kudos/2012-kudos/</a></p>
	<p>Or</p>
	<p><a href="http://go.osu.edu/kudos">go.osu.edu/kudos</a></p>
<h3>Kudos</h3>	

## Job Postings

### Library Associate 1 -

### Romance Language Cataloger

This position is responsible for cataloging materials primarily in Romance languages (Spanish, French, Italian, Portuguese) in various formats using national, international and The Ohio State University Library (OSUL) rules and standards. Target Hiring Range: \$12.91-\$16.26/hour. Posting Number: 370881.

### Library Associate 1 - Chinese Cataloger

This position is responsible for cataloging materials, primarily in Chinese, in various formats using national, international and The Ohio State University Library (OSUL) rules and standards. Target Hiring Range: \$12.91-\$16.26/hour. Posting Number: 370878

## Library Associate 1 - Special Collections Cataloging Associate

This position is responsible for processing library materials for special collections, primarily in the English language in various formats using national, international and The Ohio State University Library (OSUL) rules and standards. Target Hiring Range: \$12.91-\$16.26/hour. There are two special Collections Cataloging Associate openings, postings: 370880 and 370879. By applying to one posting you will immediately be considered for both openings.

***For more information and to apply please visit the personnel postings at [jobsatosu.com](http://jobsatosu.com) from September 22 – October 7.***

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

***EEO/AA employer.***



### **“Line Dancing”**

September 5 - 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”**

September 5 - 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.