

Library Liaison Advisory Group  
Spring Quarter Meeting Minutes  
Friday, May 9, 2008  
9:00am- 10:30am, 12:00pm – 1:30pm, 3:00pm – 4:30pm

1. Distribution of Minutes from October 26, 2007

- Introductions

2. Role of Liaisons – Michael Levine-Clark

- We want to provide what the students need, so we welcome all feedback.
- Please let us know if you think of ways we can make the library, or library services, better.
- If you cannot make a meeting, please send a substitute from your department.

3. Library Renovation Project – Dean Nancy Allen

- The board has approved combining Driscoll and Penrose to create a central campus.
  - Create synergy between the library and student center
  - Driscoll still in space planning stage.
  - The architects will come for a three day workshop on student space and how it is used.
- Review of library plans and on-site storage facility
  - New on-site storage will allow the library to keep all basic service points while the rest of the library is closed in order to expedite the renovation process.
    - Q: What is the timeframe for this project?  
A: Driscoll has not yet been “costed”. There is no lead gift and we must have 80% before hiring the architect and 100% before breaking ground.
    - Q: Can you tell us more about the compact shelving?  
A: The new compact shelving will be moving shelves that allow us to minimize the amount of space spent on aisles. There will be fixed bays every few shelves to minimize the possibility of multiple students using the same area.
    - Q: What will be the total cost of the project?  
A: 50 million, including Driscoll.
    - Q: What will be put in the on-site storage?  
A: Bound journals, depository materials, and boxed archives.
    - Q: Is the library continuing to get university support for the renovation?  
A: Yes. The library renovation project has now become a capital target in the endowment campaign.

4. Feedback on Collections, Instruction, and Services – Michael Levine-Clark

- Is there anything we can do better? Anything we can do differently?
  - Comments:
  - Faculty are appreciative of the librarian’s quick response and personalized service.
  - The browsable DVD collection is great!
  - The increase in resources available online are appreciated.
  - Faculty and students are thrilled to have access to Rosetta Stone!
  - Q: Have the problems with the quality of streaming video been fixed?  
A: Yes, we are moving to a new file format. Contact Bethany Sewell (Bethany.Sewell@du.edu) for more information.

- Q: Is there collaboration between Penrose Special Collections and other special collections in the Colorado system?  
A: This question has never been raised. Steve Fisher will look into this.
- Q: Is there a trend towards e-books?  
A: We are using more e-book vendors. Currently, we tend to purchase reference materials and user manuals where students would not need to use the entire book. The library also will purchase books used for distance education courses. Generally, undergraduates tend to like e-books and graduate students do not.
- Q: Is there a long-term plan for e-books?  
A: We generally buy packages, but we encourage you to talk to your library liaison as we do not actively collect unless we have specific requests.
- Q: Is there a way to add a text that is out of print?  
A: Not currently.
- Q: How do you sign up for a group study room?  
A: There is a daily sign-up sheet available at the Circulation desk. Availability is first come, first serve. Each room will hold ~4-6 people. The media room will hold ~15.
- Q: Is it possible to reserve a room online?  
A: Not yet, however we are in the process of creating an online reservation system.

#### 5. Research Center Update – Carrie Forbes

- A Research Help Center will be opening for Fall 2009. At the Research Help Center, undergraduate and graduate students will be able to meet with reference librarians for one-on-one consultations and tutoring regarding research projects.
- The Center will also be equipped with computer stations where students can sit down with a librarian and learn how to use online resources.
- Appointments will be recommended, but walk-ins will be accepted.
- We are working on coordinating our efforts with the Writing Center so that students will be able to receive comprehensive services for both writing and research.
- The Research Help Center is not intended to replace library classes, but to provide supplemental help for students that would like one-on-one training. The new Center will be located near the front entrance of the library across from the Writing Center.
- Watch for announcements later this summer about this new service!
  - Q: What is involved in a consultation?  
A: This means personalized, hands-on, detailed searching with students.

#### 6. Collections – Michael Levine-Clark

- International magazines and journals
  - University places an emphasis on internationalization so the library is ordering an additional ~70 popular magazines/journals/newspapers from around the world (in addition to the 20-30 library currently owns).
    - Q: Some papers and books published in other languages are helpful for students doing research. Is there a service available to help students translate this material?  
A: If you want something already translated you could use Foreign Broadcast Information Service (FBIS).
    - Suggestion: Post a bulletin board to connect students with other students who may be able to translate documents for them.
    - Comment: UCOL is thinking of creating short courses for navigating through technical jargon in other languages and may be willing to partner in this.

○ Q: Will there be a list of international journals?

A: Yes. Please find it attached to this email.

- DVD Collection
  - Circulation has increase from 250/month to 1400/month since relocation.
  - We are changing the way we collect DVDs. Used to be based on faculty request, however, we have bought 800 DVDs to enhance the collection.
  - A highlight of the collection is the Stars Student Film Festival collection, which includes a mix of short and feature length films.
    - Q: When the library purchases a DVD and streams part of it, does the hard copy get put out in circ?  
A: Yes.
    - Q: Who orders the DVDs?  
A: Bethany, and ????. We have ordered from “Best Of” lists, The Criterion Collection (which includes director’s cuts), Sundance, and Academy Award winners. Additionally, we are working through a list from the Encyclopedia of Documentary Films.
    - Q: For example, the film, *Bush’s War* came out yesterday, is there an automated process which generates an order for the library?  
A: We have an approval plan, which generates a list of DVDs the library may be interested in. We encourage you to contact your liaison with any requests you feel are vital to the collection.
    - Q: Has Blu-ray been looked into?  
A: Not yet.
    - Q: How do you search for a film?  
A: As a keyword search, enter your subject followed by the words, “and videorecording”. For example, “pizza and videorecording”.
- WLA Grants (see handout).
  - The main stipulation is that the purchase is a one-time purchase, not a subscription.
  - For more information, please contact Michael Levine-Clark (Michael.Levine-Clark@du.edu)
- Electronic Databases and Journals
  - This year we have added 44 new databases and electronic journals.
  - Highlights include: ????
  - Please send any suggestion for journals or databases to your liaison.
    - Q: Can we link to individual songs through e-reserves?  
A: Bethany will look into this.
    - Q: How do decide the order of the links, in a PEAK journal record, for a journal with available electronic full-text?  
A: It is done alphabetically.

## 7. Streaming Media Update – Bethany Sewell

- We have now been preparing videos for streaming for classroom use for two years. In this time, over 1000 videos from the library’s collection have been captured and faculty from across the campus have begun to Currently, this Spring Quarter 230 courses are actively using video clips. The collaboration between The CTL and Penrose has expanded to include Multimedia Services. Multimedia Services has begun encoding files from DVDs for the library to upload along with catalog information to the CTL’s DU VAGA system.
- The team continues to follow breakthroughs in technology and we will begin to use a new file format called H.264. This should increase the quality of the streamed videos. Videos that are being used in a current course will be put on reserves.

- You can find the videos that are already ready to use in your course galleries on DU VAGA. The viewing of this list has also been enhanced. You may now also search subjects and disciplines and titles that are foreign language films. Please remember that we will purchase needed items for you course related needs.
  - Q: If a video is being streamed to DU VAGA, can students watch the entire film?  
A: It is possible, however, for several reasons this is not recommended.

8. Communication (Newsletter and Mailing List) – Michael Levine- Clark

- The purpose of this group is to encourage communication. Any feedback or suggestions on current methods of communication (list-serv, newsletter, LLAG meetings)?
  - Q: Is the LLAG newsletter available online?  
A: Not yet. We will look into this for future newsletters.

9. Special Collections Show and Tell – Steve Fisher

- Featured collection: **Margaret Husted Culinary Collection**  
<http://library.du.edu/About/collections/SpecialCollections/husted.cfm>
  - Q: How do you search for cookbooks in the collection?  
A: Enter your keyword and the words, “and cookery”.