

CedarLINK E-News

Volume 7, no. 4

April, 2000

The *CedarLINK E-News*, published 5 times during the academic year, is provided to inform about, encourage the use of, and heighten awareness about Library resources and services at Cedarville College. Comments and questions are encouraged.

OHIOLINK NEWS

NEW ELECTRONIC RESOURCES AVAILABLE THROUGH OHIOLINK

We continue to add more electronic databases provided through our partnership with OhioLINK and delivered through *CedarLINK*, the Library Home Page.

FACTS.com - delivers the full text of 20 years of the print edition of *Facts On File World News Digest*, from January 1980 through the end of the most recent weekly issue -- along with overview materials, primary source documents, photographs, maps, biographies, and country profiles, and newswire updates from Reuters. This database also includes articles drawn from *Facts On File News Services' Issues and Controversies On File* and *Today's Science On File*, *Funk & Wagnalls New Encyclopedia*, and *The World Almanac and Book of Facts* for in-depth supplementary material.

The following titles will be added this Spring. Look for them soon.

Religion Index [Note: the Centennial Library has provided this index for a number of years, but its delivery will move to a new search format provided through OhioLINK] - contains more than a million citations from 1,400+ international titles. The database also includes a full range of index citations to journal articles, essays in multi-author works, and book reviews from ATLA (American Theological Library Association) print indexes. Coverage begins with the year 1949.

INSPEC - indexes over 4000 scientific and technical journals and some 2000 conference proceedings, as well as numerous books, reports, and dissertations. In addition to comprehensive indexing of the literature of physics, electrical/electronic engineering, computing, control engineering, and information technology, it also has significant coverage in areas such as materials science, oceanography, nuclear engineering, geophysics, biomedical engineering, and biophysics.

ADDITIONAL INSTITUTIONS ADDED TO OHIOLINK FAMILY

Notre Dame College, Marietta College, and Cincinnati Bible College went live on the OhioLINK PCirc system in late 1999, and Urbana University went live this past February. Columbus College of Art and Design is scheduled to join this year. This will bring participation in the

OhioLINK system to 79 colleges and universities. The OhioLINK central catalog now contains more than 31 million items with links to electronic books and electronic journals.

SERVICE QUALITY INITIATIVE PROMPTS SEVERAL NEW STRATEGIES

As part of a strategic planning effort, the most recent Library plan includes a new priority which strives to incorporate “service quality” principles into all Library operations. For the 2000/2001 academic year, issues of emphasis will include the development of departmental service plans, expanded orientation and training for student library assistants, a broader and more intensive staff development program, and the creation of a Freshman user survey similar to the one used for Seniors for a number of years. In order to get a jump-start on several of these strategies, expanded opportunities for staff development have been included in this academic year and the proposed Freshman survey will be instituted this Spring.

FRESHMAN SURVEY

The survey of Freshman will address the effectiveness of their orientation to the College Library experience and their perceptions of their abilities to adequately accomplish Library research early in their college career. Since the majority of the questions asked of the Freshmen will mirror those question asked on the Library Senior Survey, the changes over time can be observed and addressed. Responses requested from both Freshmen and Seniors include perceptions of the Library environment, Library services, the Library collection, technology, and information literacy. Beyond this core, topics will be customized to address the freshman and senior experiences.

STAFF DEVELOPMENT

While faculty development resources have been an institutional standard for many years, providing resources for staff development is a more recent development. This year, as part of the service quality initiative, the Library has been able to fund expanded staff development opportunities to improve job skills and enhance service quality with the plan to increase involvement and funding in subsequent years. This year’s staff development program focused on participation in skill development workshops and database training. A number of off-campus training programs were attended by the following Library staff. The goal of this investment of their time and of Library resources is to enhance our service to College faculty and students.

1. Skill Development Workshops

Cataloging Fundamentals

Michal Bader, *Serials Technical Assistant*

Introduction to Copy Cataloging

Michal Bader

Shannah Campbell, *Collection Services Technical Assistant*

Linda Divan, *Collection Services Manager*

Assigning Library of Congress Subject Headings
Linda Divan

Advanced Copy Cataloging
Linda Divan

Advanced Descriptive Cataloging for Monographs
Linda Divan

Access Software Training: Intermediate
Patty Stutes, *MRC Manager*

Microsoft Applications
Patty Stutes
Tricia Walker, *Reader Services Technical Coordinator*

Photoshop Software Training: Beginning & Intermediate
Dianne Gottwals, *MRC Graphics Technical Assistant*
Tricia Walker

Photoshop Software Training: Intermediate & Advanced
Dara Fraley, *ITAS Production Specialist*

2. Database Training

Books In Print 2000
Shannah Campbell

Dewey for Windows
Linda Divan

COLLECTION DEVELOPMENT UPDATE

Between July 1999 and April 2000, over 100 College faculty members made recommendations for books, curriculum materials, videos, CDs, CD-ROMs and other additions to the Library collection. This year's involvement showed an increase in faculty participation over each of the past three years. All faculty members are encouraged to participate in the selection process and should contact **Julie Deardorff, Assistant Director for Collection Services**, with their suggestions. Curriculum Materials Center recommendations should be directed to **Joyce Riggs, CMC Librarian**. Staff members and students have also been involved in the collection development process this fiscal year.

Individuals who make recommendations for the collection are notified when the items they requested have been cataloged and are ready for use. In order to become aware of other new materials which might be of interest, faculty are encouraged to check the **New Acquisitions** lists on a regular basis and to visit the new book display in the Library lobby.

At the beginning of each month, a list of the new materials added to the Library collection during the previous month is linked to the Library catalog. From the on-campus College homepage,

click on Library, select the Centennial Library Catalog, and then click on “**New Acquisitions**” at the bottom of the page. Separate lists are available for the Main, Reference, and Curriculum Materials Center collections. Because the lists are generated through the Library catalog, it is possible to click on a listed title and be taken directly to the catalog record for that item. Availability status is noted and holds can be placed on items which are checked out.

NEW COLOR COPIER OPERATIONAL

A coin-op Xerox 5750 color copier is now available on the lower level of the Library. The copier will provide either color or black/white copies in both 8.5 by 11 and 11 by 17 formats. The charge for *black/white copies* is **\$.10** for 8.5 by 11 and **\$.20** for 11 by 17. The charge for *color copies* is **\$.50** for 8.5 x 11 and **\$.75** for 11 by 17. Clear directions for the use of the copier are provided, but assistance can be obtained in the Media Resource Center. For faculty and staff using the copier for departmental needs, copies can be charged to departments in the same way that copies are charged from the other Library copy machines.

ITAS WORKSHOPS AVAILABLE IN MAY

One of the goals of the *Instructional Technology Assistance Service* is to “offer periodic training sessions on the effective use of technology.” To this end two workshops have already been offered this Spring Quarter: *Basics for Creating Multimedia Presentations* and *Flash Animation Sequences*. Additional workshops will be available in May.

Basics for Creating Multimedia Presentations

May 9 and May 16

Flash Animation Sequences

May 11 and May 18

Learning PowerPoint

May 23

Introduction to PageMaker for Desktop Publishing

May 25.

If you have questions, please contact **Dara Fraley, ITAS Production Specialist**. Slots for participants are limited so that training sessions can be kept small and highly interactive.

LIBRARY EASTER BREAK SERVICE HOURS

The following are the public service hours for the Centennial Library for the upcoming Easter break. Please plan your schedules accordingly.

April 21
April 22
April 24
April 25

Close at 3:00 p.m.
Closed
Closed
Resume regular hours

CedarLINK E-News
End