

Oberlin College Libraries

PANLIBRARY FORUM

2/2/22!

HAPPY GROUNDHOG DAY



**Welcome Grace Elliott,
Archives Intern**

slido #242732

AGENDA

Welcomes!

- Slido number
- Campus closing info

Human(e) Resources

Director's update

News from Tracy and Parking Q&A

State of the Unit report: Archives (Ken Grossi)

ACE Team Social Media roll out

Library Council (Greg Solow)

Meaningful & Measurable + Shout Outs

Questions & Announcements

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Human(e) Resources

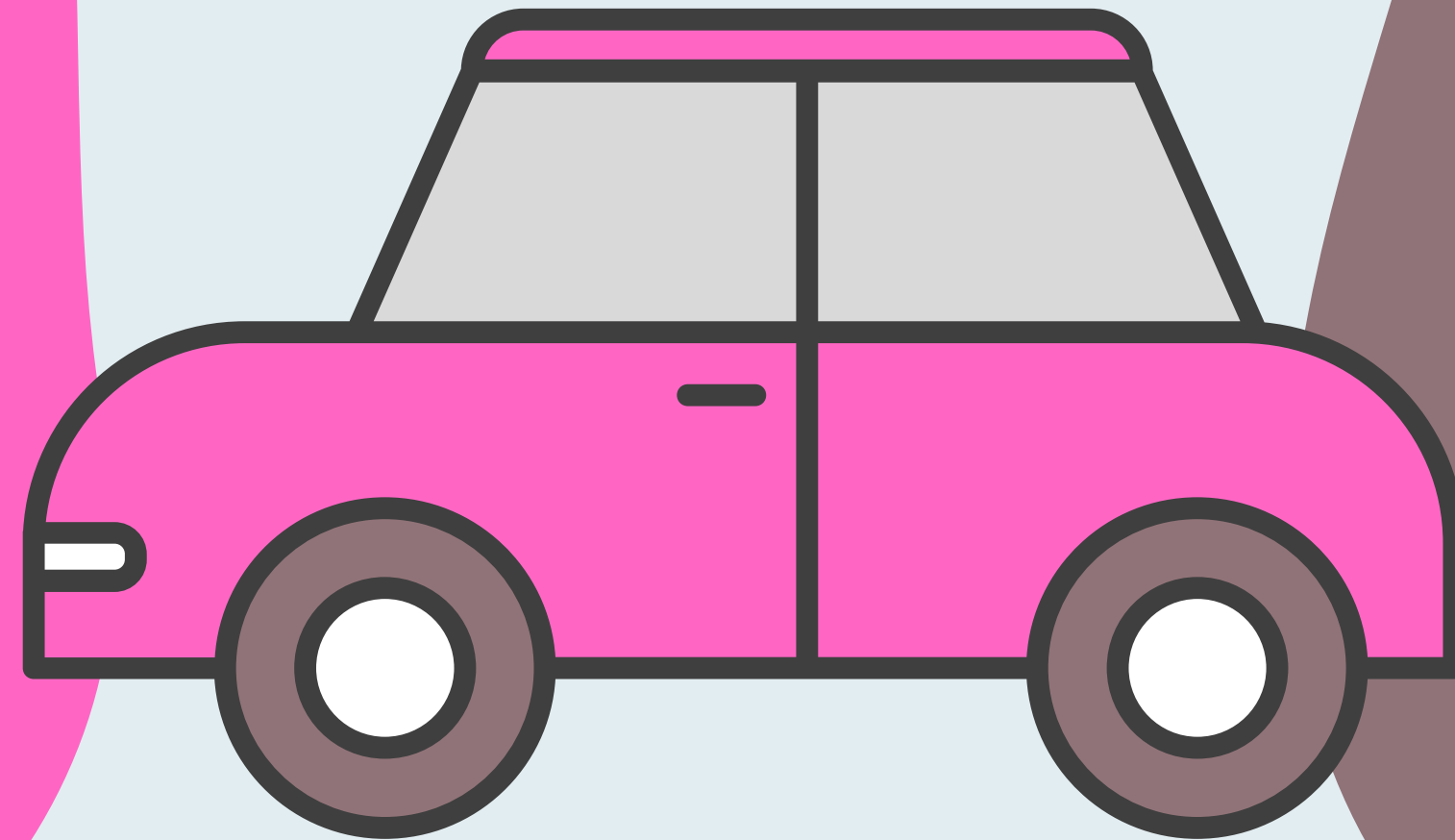
Student employees pay
rates proposal; more from
Greg!

[Info on CDHP-HSA](#)

Covid testing on Campus
[USPS site for Free COVID Tests](#)

New
Dean of Student
Success:
Harmony Cross

Some Tracy Announcements and Parking Q&A



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Director's Update

Strategic Directions

Fire Safety

Webpage submission by March 1, please

Air handler in SE quadrant of main floor

Supply chain....again

Student Advisory Committee

Task Force on DDD

Digitization, Digital Access, and Digital Preservation

- Michael McFarlin
- Megan Mitchell
- Anne Salsich
- Heath Patten
- Crystal Willer
- Barb Prior
- Bill Ruth
- Tim Keller

Student Advisory Committee

- Gillian Merrill
- Kabir Sethi
- Kiran Williams
- Conservatory?
- Student Senate Rep

Task Force on Digitization, Digital Access, and Digital Preservation

Invited Members: Michael McFarlin (chair), Heath Patten, Megan Mitchell, Crystal Willer, Ken Grossi, Bill Ruth, Tim Keller, and Barb Prior. New AD for Collections & Resource Services will also be invited.

Charge: The Task Force will review established standards, policies, and best practices, as well as priorities, systems/platforms, and access in these areas:

Digitization

Digital access

Digital preservation

Assessing the current situation in Oberlin College Libraries, the task force will develop a plan to improve creation, accessibility, and preservation of OCL-owned and created digital resources that inspire original research and provide opportunities for curricular integration.

Specifically, to develop guidelines and propose a plan for:

- selecting and prioritizing items for in-house digitization
- identify/evaluate collections that may need outsourced reformatting and recommend/select vendors for such work (film, audio/video formats, etc.)
- following best practices in digitization for all OC libraries
- making decisions concerning deaccessioning for items with permanent digital surrogates in the collections
- providing users with ease of access to digital OCL Collections
- preserving digital items created or owned by OCL (digitized text, images, video, and audio; digital maps; and digital archival materials and electronic records.)
- collaborating with faculty & students on digital projects with storage, access and preservation issues in mind.

Timeline: Deliver guidelines and plan, as well as any proposals to the Library Leadership Team by **May 1, 2022**. After review and any decisions for implementing the findings of the report, it will be distributed via Library Lowdown.

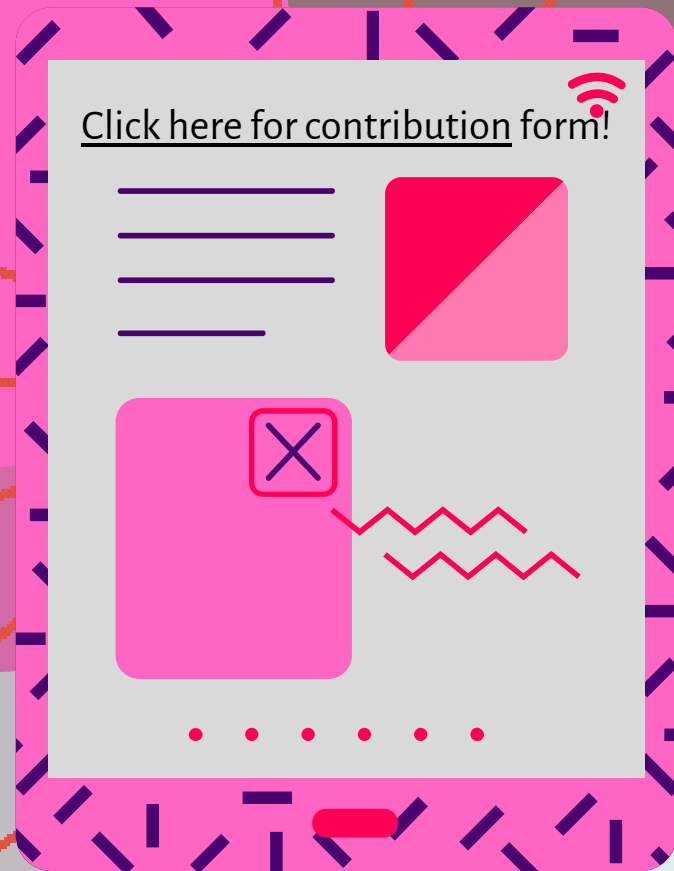


State of the Unit

Archives!

Ken Grossi

Please be a content contributor!



ACE TEAM

Social Media/ Communications roll out

Webpages for each staff member by March 1!

In addition to the individual biography pages, Bill Deneen is creating a department-like page where the biographies can be connected. This can be a simple page with a photo, an intro paragraph, and a big button linking to the library website. Michael McFarlin is our in-house guy working with Bill Deneen on this to answer questions that might come up and approve the page before it goes live.

One area that might need attention will be photos. While it's possible to publish a biography page without a photo, it looks a lot better with one. If you already have a professional portrait in the system, we can proceed fairly quickly.

Lastly, a written biography and education summary is optional. All faculty bios use these fields, but many staff do not, apart from senior staff, admissions, and other public-facing positions.

Steps to request a biography page:

1. Each person should submit their details via the [webteam support request form](#). The required fields are listed on the form.
2. Photo shoots can be arranged with our photography manager, Yvonne Gay (Yvonne.Gay@oberlin.edu).

Please feel free to call Michael with any questions or concerns.



CHECK IN WITH LIBRARY COUNCIL

Greg Solow

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Meaningful &
Measurable

Kudos to folks for
Self-Care programming!

Shout Outs for and from Colleagues:

- **Runxiao** Zhu for completion of big deaccession project
- **Heath, Grace, and Ken** for a snappy new exhibit space and exhibit of treasures on Terrell Main
- **Sara** Hasley and her students for 106 Arabic language titles, and 163 Russian titles
- **Bill** Ruth for helping with the Miller Room in Carnegie
- **Natalie** Gutierrez-Negron for making student assistants feel appreciated by doing things like creating a scrapbook for everyone's pet photos and circ desk art,
- **Diane** Kaganich for the metadata on the Mennel collection of Burns and Wordsworth books (180 volumes), four Digital Commons projects, and 720 records for Internet Archives
- **Erin** Potter and the AES Team (**Selina, Justin, Ellen and Ashley**) for rethinking processes and workflows for more efficiency and transparency
- **Ed** for making letterpress and papermaking winter term classes possible!

Collectively: DMS cataloged 2000+ items (including gifts, recon, and exchange items) from October through January, in addition Runxiao has 408 new EAS titles cataloged.

Questions? Announcements?

Hold the dates (and cross your fingers) for these spring events:

April 28:

"A Writer and Her Reader" with
Robin McLean (*Pity the Beast*)
and Dion Graham

May 10:

The Jantz Lecture
Gunnar Heydenreich,

Professor for Conservation of Modern and
Contemporary Art at the Cologne Institute of
Conservation Sciences (CICS) / Technische
Hochschule and Director of the Cranach
Digital Archive (lucascranach.org) at the
Kunstpalast in Düsseldorf.

Winter Term

January 25-February 17

Spring Semester starts

February 18, 2022

Library Lowdown
newsletter update/
Q&A (Michael)

Other things to share or announce?

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Thank you
for being here!