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Fall 2011

The Liaison Connection Issue 5

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The Liaison Connection Issue 5

Description

Fall 2011 issue of the Library Liaison Advisory Group newsletter from the University of Denver, Penrose Library. The newsletter provides information about library collections, services, and research instruction.

Keywords Library collections, Library news

Disciplines Library and Information Science

This newsletter is available at Digital Commons @ DU: https://digitalcommons.du.edu/libraries_liaisonconnection/9

Keep in the know about Penrose Library collections, services, and research/instruction.

Fall Quarter 2011 Issue 5

Penrose Library

Penrose Library: We Can Begin to See the Future!

Special points of interest:

- Penrose on the Move: Where is Everyone?
- Monographs Collection in the Renovated Library
- Summon@DU Enhancing Access to Library Content
- REQUEST IT UPDATES! New enhancements for requesting books, DVDs, articles, book chapters, and PASCAL items
- Uninterrupted Library
 Services
- Instructional Services
 Update
- Virtually Browsing the Library Collection during Renovation

In this issue:

Penrose Library	1-2
Collections	3-4
Services	5-6
Instruction / Research	7-10

The design team, including library staff, architects, and consultants will complete all drawings, plans, and documentation during the first week of October, and the bidding process for the general contractor will happen a few weeks later. It is exciting to begin to envision how electrical outlets, flat panel screens and projectors, furniture, carpet and fabrics, cabinetry, and security systems will all come together in newly designed spaces to create the splendid and long-awaited *Academic Commons at Penrose Library.*



Students studying at Penrose@Driscoll.

If you would like to peek into the future, I invite you to <u>click here</u> to see our slideshow of images generated from the architectural software. Note you will need to install the free <u>QuickTime player</u> to view this presentation.

In the meantime, the library is proud to say we moved into all interim locations with no interruption in operations or services. We have arranged <u>study spaces</u> across campus in addition to the Driscoll Student Center Ballroom and the Gallery where the library Research Center and Access Services Loan Desk, as well as the Writing Center, UTS lab, and Math Center are located. Special Collections can be consulted in Aspen Hall <u>by appointment</u>. All other library collections are available within a few hours by clicking the "Request-It" button in our online catalog.



We are also making plans for returning half of the monographic collection to Penrose Library, and for ongoing delivery services for the collections to be permanently stored in the <u>Hampden Center</u>, our collections annex.

In the meantime, we will all be able to watch the construction site evolve and change, as the Academic Commons begins to emerge over the next 14 months!

Nancy Allen, Dean Nancy.Allen@du.edu

Keep in the know about Penrose Library collections, services, and research/instruction.

Penrose on the Move: Where is Everyone?

Penrose Library



New signage helps identify the temporary Library Offices at Aspen Hall.

The library renovation is well underway and our service points and staff have moved to their new locations. During the renovation, Penrose@Driscoll is the central hub for library services, acting in many ways as the "main level" of Penrose Library. Situated in the Driscoll Ballroom and Gallery, Penrose@Driscoll contains the Research Center, the Access Services Loan Desk, the Writing Center, the Math Center, and the UTS Computer Lab. These service points continue to provide assistance to our community as they did in their previous location. When you request books and other materials to be delivered from the Hampden Center, you will pick them up at the Access Services Loan Desk, in addition to your PASCAL, Prospector, and Interlibrary Loan requests.

A few services that used to be on the main level of the library are not in Penrose@Driscoll. Although you can receive general assistance in the Computer Lab, if you need help with computer and software support, the main UTS Helpdesk is now in the UTS Building, 2100 S. High Street. Also, Quick Copy has relocated to the Bookstore in Driscoll.

While Penrose@Driscoll serves as our primary service point, Aspen Hall is where you will find the library faculty and staff offices, as well as those of the Writing Program faculty, the Center for Teaching and Learning, and Classroom Support. Special Collections is also situated in Aspen Hall, including a Special Collections Reading Room which is open Monday-Friday from 9:00am to 4:00pm <u>by</u> <u>appointment</u>. Aspen Hall is located just south of the Evans Chapel.

A map to our <u>temporary locations</u> is posted on the library's website.

If you're not sure where a specific person or service is located, please consult the <u>Library Directory</u> or send an email to Ask Us/ Research Help at <u>research-help@du.edu</u>.



A peek inside the Special Collections Reading Room inside Aspen Hall.

Jennifer Bowers, Social Sciences Librarian Jennifer.Bowers@du.edu

Keep in the know about Penrose Library collections, services, and research/instruction.

Collections

Plan for Monographs Collection in the Renovated Library

Over the summer, the Chancellor convened a faculty committee to make a recommendation about the right amount of space to devote to the book collection in Penrose Library after the renovation. After weighing a number of factors, including past patterns of collection use, the need for immediate and unmediated access to some portion of the collection, trends in technology and publishing, the need for increased seating capacity, and the importance of a flexiblydesigned space, the committee recommended that approximately 50% of the monographs be housed in the renovated library.

The committee based its recommendation on an evaluation of collection and building-use data, an analysis of student and faculty survey results, and a review of the literature. The collection that will be housed on campus after the renovation will include three broad categories of material: (1) books published in the past thirty years, (2) books used two or more times in the past, and (3) books that are heavily illustrated. There are separate rationales for each of these categories, as well as some overarching goals that were used to come up with this recommendation.

The committee wanted this collection to provide access to a range of topics and viewpoints because it was clear from the survey responses and the analysis of use data that almost all subjects show substantial use; it is important to have a collection with something for everyone. It is also important to minimize the work required by Penrose staff; a constantly rotating collection is difficult to manage and is potentially confusing for students.

The committee recommended that most books published in the last thirty years be available on campus partially to allow for a broad interdisciplinary collection, but also because it was clear from the use data that books published recently are used more heavily than older books; 80% of the books used in the last two years were published in the last three decades. But some books published during this time period can remain in storage. In subject areas for which currency of information is crucial, it may only be necessary to have ten years of information on site. Print books that are duplicated electronically and books for which the library owns later editions will also remain in storage.

Most books in the collection are used one time or less; once books are used a few times, it seems likely that they will be used again, so the committee recommended that books used two or more times since the library began tracking circulation data in 1997 be returned to the library post-renovation. We will track circulation of books stored in the Hampden Center and move heavily-used items back to campus as needed.

The final recommendation, for heavily-illustrated material to be available on site, is based on observed patterns of usage and discovery. In disciplines for which images are crucial, there is often no way to find relevant information without browsing through multiple books. This is true for projects and assignments that examine topics such as advertising, visual art, cartography, and costume.

With this set of recommendations, the book collection in the new library will provide immediate access to all subjects, while focusing on that material most likely to be used and for which browsing is a crucial mode of discovery. Books that remain in storage will continue to be requestable.

> Michael Levine-Clark, Collections Librarian michael.levine-clark@du.edu

Keep in the know about Penrose Library collections, services, and research/instruction.

Collections

Summon@DU - Enhancing Access to Library Content

Penrose Library is a victim of its own success. With over 500 databases, what are the chances that users will find and use the best database for their purposes? In order to assist users in discovering our rich database content, we have set Summon@DU as the default search box when users enter the library website.

Summon@	DU i Summon@DU is the default se	earch box.
Search local coll	ections for article gooks, movies, and more	
	Search All	

As of this September, we have access to over 366 million items through Summon including the following:

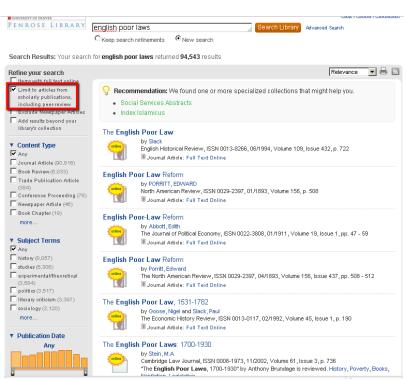
Journal Articles	89,389,813 (56,992,128 peer reviewed)
Book Reviews	6,814,923
Dissertations	2,737,775
Newspaper Articles	254,797,269
Books / eBooks	4,602,943

About 80% of our journal content is searchable in Summon@DU, as is the entirety of our library catalog. Summon@DU is not intended to be a substitute for the library catalog (either the <u>Classic Catalog</u> or <u>Encore</u>), but catalog records are included to enhance discovery of book and article content in a single, unified interface. For many users, Summon@DU serves as an excellent starting point for research, followed up by performing searches in our many specialized databases to find additional resources.

Searching Summon@DU is simple: enter search terms first, and then use the Refine Your Search "facets" on the left to refine your search by content type (such as books, journal articles, newspaper articles), subject terms, language, publication date, and importantly, to limit to scholarly publications, including peer-reviewed journal articles.

Summon@DU assists users in citing and saving bibliographic references. Items can be saved to a temporary folder, then the results can be output in various styles including APA, MLA, and Chicago/Turabian. Results can also be exported to RefWorks and EndNote for more sophisticated reference management.

Please ask at the <u>Research Center</u> for further assistance with searching Summon@DU. For more information, consult the <u>Searching Summon</u> research guide.



Summon@DU and limiting to peer-reviewed articles.

Christopher C. Brown, Reference Technology Integration and Government Documents Librarian Christopher.Brown@du.edu

Keep in the know about Penrose Library collections, services, and research/instruction.

Services

Uninterrupted Library Services - "It's the right thing to do."

Moving a library is no small task, but keeping both library materials and library services available throughout the process of our move was a monumental one for Penrose Library. Planning for the relocation of collections in anticipation of the renovation took over a year to complete. During that year, staff completed a full inventory. ensuring that each and every one of the 3.1 million physical items in the collection had a barcode. This allowed us to locate and retrieve any item at any point as materials were moved to the Hampden Center. As far as we know, moving a library collection without an interruption in access to materials is unprecedented for an academic library.

Dean Nancy Allen and library faculty and staff were determined to maintain access to important research and teaching materials during the summer and the peak of the move. As our stacks maintenance manager, Andrew Miller, said at that time, "This is unheard of, moving an entire library without ever limiting access to the materials. Why are we doing it? Because it's the right thing to do." During the final push, student workers and staff were literally working around the clock to process materials and movers were on site seven days a week. Similarly, months of planning were needed to transition multiple library and academic support services to their temporary locations without an interruption in service. Behind-thescenes library departments such as Course Reserves, Classroom Support, and Digital Media Services <u>moved early</u> <u>in June</u>. Front-line services such as



Books fill the shelves at the Hampden Center.

Circulation and the Research Center remained open in the Penrose Library building until the last day it was open to the public, Sunday June 19th.

Penrose@Driscoll opened the following day, June 20th, providing the campus community seamless access to library services.

Librarians also looked carefully at ways to mitigate the inconveniences of offsite storage of materials and a reduction in study space. Electronic reference books, Credo Reference, and tools such as virtual browse have been added to the library's suite of online resources, each helping to lessen the negative impact of storing the collection off site during the renovation. Quick delivery of materials (now every two 2 hours from 7am to 11pm) also helps lessen this impact. Additional guiet and group study spaces for students around campus have been coordinated by Dean Allen, and the Driscoll building is being kept open 24 hours a day, 5 days a week for student study as well.

We still feel strongly that maintaining access to important research and teaching materials and library services for all campus members is simply the right thing to do and will continue to prioritize service to the campus community during and after the Academic Commons renovation project.

Erin Meyer, Student Outreach Librarian and Research Center Coordinator <u>Erin.Meyer@du.edu</u>

Keep in the know about Penrose Library collections, services, and research/instruction.

Services

REQUEST IT UPDATES! New enhancements for requesting books, DVDs, articles, book chapters, and PASCAL items



Requesting materials from the Hampden Center: Most material with a location of "Hampden", with the exception of "<u>Hampden Spec Coll</u>", including bound journals, videos, books, and microforms can be requested and delivered to the Access Services Desk in the Driscoll Ballroom. Requests are

delivered on the odd hour every two hours that the library is open (except for the hours between 11PM and 7AM). You can expect your requests to arrive within two hours.

Monday-Thursday	Friday	Saturday	Sunday
7AM	7AM		
9AM	9AM		
11AM	11AM	11AM	11AM
1PM	1PM	1PM	1PM
3PM	3PM	3PM	3PM
5PM	5PM	5PM	5PM
7PM	7PM	7PM	7PM
9PM			9PM
11PM			11PM

Hampden Center Delivery Schedule:

Requesting Individual Journal Issues: Individual issues of our journal collection may also be requested for delivery using the "Request It" button in the catalog.

Requesting Electronic Copies of Articles and Book Chapters: Electronic delivery of selections from the Hampden Center print collections, including microforms, book chapters, and articles, may be requested using the traditional ILL form https://lib-europa.cair.du.edu/illiad/ and choosing the "Request a Photocopy" button.

- Requested items must be for private study and individual research only.
- There is a limit of one chapter per book and one article per journal issue, within fair-use guidelines.
- For requests of items beyond fair-use guidelines, the book or bound journal will be requested on your behalf by Access Services staff.
- Requests for electronic delivery may take up to one business day, however, our goal is to provide this access within two hours as well.

Requested Materials from PASCAL:

Increased PASCAL turnaround time. Any material in the catalog with a location of "PASCAL," our other storage facility, will be delivered within two business days as we have begun receiving DU-owned materials directly from PASCAL each business day. You will also receive a pick-up notice from us when these items are on the hold shelf at the Penrose@Driscoll location and ready for you to pick up.

Bethany Sewell, Access Services Librarian Bethany.Sewell@du.edu

Keep in the know about Penrose Library collections, services, and research/instruction.

Instruction/Research

Update on the Library's Instructional Services

Recent studies have shown that students are more likely to seek help with research when it is recommended by their professors. Students also tend to use better quality sources after a library workshop or consultation with a librarian. With the start of the new academic year, we want to remind you of the instructional services offered by Penrose librarians. Even though the Penrose Library building is closed, we are still available to help your students improve their research skills!



Library workshops are one of the best ways to ensure that your students develop valuable research skills. Last year the reference librarians taught more than 300 workshops reaching more than 5,000 students in classes across all disciplines. Students who have the skills to find, evaluate, and use information are more successful in their classes and will be more successful at life-long learning after graduation. Interactive workshops tailored for specific classes, assignments, and topics typically last 45 minutes and combine demonstrations of electronic resources, discussions of search strategies, and hands-on practice. Due to the library building project, workshops sessions will need to be scheduled in your classroom or in a campus computer lab.

In addition to in-class workshops, there are numerous tutorials, <u>research guides</u> and handouts available to help students through the research process. We also offer a large variety of <u>drop-in research workshops</u> that students can attend outside of class time.

The research process can often be confusing for students due to the enormous amount of information available online. While the library renovation is underway, there are also new policies, procedures, and locations that are unfamiliar to students. During this time of transition, a library workshop can provide students with the skills they need to be effective researchers and also relieve some of their stress by learning how to access needed resources.

If you would like to schedule a workshop for your students, please contact your <u>library liaison</u> or see our <u>Library Instruction</u> <u>Guide</u>.

Carrie Forbes, Instruction Coordinator and Reference Librarian
<u>Carrie.Forbes@du.edu</u>

Spread the Word

Contact <u>your liaison</u> to request in-class instruction or to have a librarian come to class to talk briefly about the Research Center. You can also include the following statement in your syllabus to encourage your students to utilize this resource:

"The Penrose Library Research Center answers research questions seven days a week by phone, email, in-person, and chat. One-on-one research consultations are also available on a drop-in basis or by appointment. Consultations can help you at any stage of the research process, from refining your topic, to finding books and articles, to creating a bibliography with RefWorks. Ask a question or make an appointment at 303-871-2905 or research-help@du.edu."

Keep in the know about Penrose Library collections, services, and research/instruction.

Instruction/Research

Virtually Browsing the Library Collection during the Renovation

During the renovation, take advantage of the library catalog's features that allow you to browse the collection virtually by call number or to examine the contents of a book via the table of contents or Google Preview. Virtual browsing allows you to see the collection in call number order, whether the item is checked out or available, whether it is a print book or e-book or DVD, and whether it is located in the regular collections or in Special Collections.

The library catalog provides two methods for browsing by call number, both available in the Classic Catalog, which is also accessible via Summon@DU and the default keyword search under "Books & More." Below is a search in Summon@DU on the topic *frankenstein film adaptations*:



When you find a book title that is of interest to you, click on the title:



Once in the Classic Catalog, click on the either the call number or the virtual shelf browser to see the items in call number order: Here are the results in text version by call number order:



Continued on page 9



Keep in the know about Penrose Library collections, services, and research/instruction.

Instruction/Research

Virtually Browsing the Library Collection during Renovation

and in the virtual shelf browser:

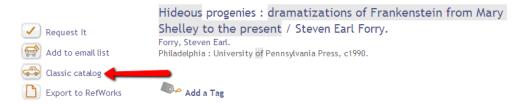


To access the record for the item, click on the call number or the book cover, depending upon which method you chose to browse. Use the "Request It" button in the catalog record to order the item you wish to see. You can order as many items as you wish, and then can decide which you want to check out once you examine them in person at Penrose@Driscoll.

Under "Books & More," search 1) using the default keyword search box, or 2) click on the "Classic Catalog" link to go directly to that version of the catalog:



To access the Classic Catalog record via the Books & More keyword search, click on the title of the item you wish to see and then click on Classic Catalog on the left side of the screen:



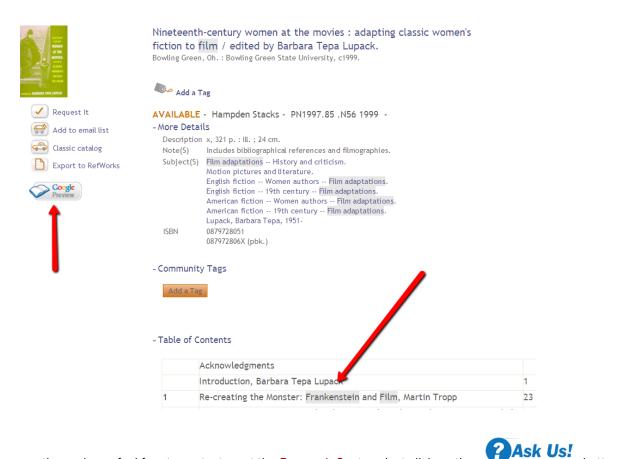


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Instruction/Research

Virtually Browsing the Library Collection during Renovation

Whenever possible, we also include the tables of contents of the book, as well as links out to Google Preview. These features are available both in the default keyword search screen and in Classic Catalog:

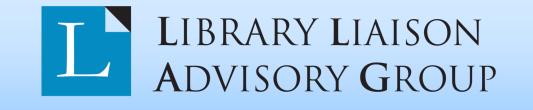


If you have any questions, please feel free to contact us at the <u>Research Center</u>. Just click on the **vert** on the main library webpage to email, call, text, or chat with us.

Peggy Keeran, Arts & Humanities Reference Librarian

Peggy.Keeran@du.edu

button



For an archive of *The Liaison Connection* newsletter, as well as past Library Liaison Advisory Group meeting minutes, announcements, and a directory of the members, please visit the <u>Library Liaison Advisory Group webpage</u>