



staff news

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The Why, What, Where, Who, and When of the Digital Imaging Services Center (DISC)

WHY

Syracuse University Library's purpose statement as expressed in *Targets for Transformation: A Strategic Plan* is to build and organize enduring accessible collections and to provide expert services that promote scholarship, learning, and discovery. The primary role of the Digital Imaging Services Center (DISC) is to produce images, text, and other material in widely accessible digital formats to support the teaching, learning, and research activities of the University community. A secondary role is to provide effective consultation and referral services for copyright and metadata related to digital images produced through the Center.

WHAT

The program goals of the Center are as follows:

- Provide a full-service environment in support of the University's present and anticipated needs for digitized media, e.g., photographs, line art, and text;
- Promote and support the creation of scholarly digital content and networked information resources, thereby increasing the number and scope of digital resources available for faculty and students at Syracuse University;
- Support departmental and administrative digital projects (e.g., complex courseware materials, e-document delivery, and special projects) of Syracuse University Library;
- Establish collaborative relationships with other existing and planned digital library services and the broader University community.

WHERE

DISC will be located in room 045 on the lower level of E. S. Bird Library next to the Electronic Training Center (ETC) and is a unit of the Access and Digital Services Division. The Center will collaborate with other existing and future digital services including electronic reserves, the GIS (Geographic Information Systems) lab, and Library Media Services as well as with selective programs within the larger University community. DISC will be equipped with three production workstations connected to two 12" x 17" flatbed scanners, a slide scanner, and a 54" large format scanner. A 42" color plotter and a 12" x 17" color printer will be available for production output.

WHO

The DISC program is designed to serve the needs of the Syracuse University community - faculty, library departments, students, staff, and University administrative users. Faculty, graduate students, and library departments will be the primary audience during the Pilot Phase.

In her new position as Digital Imaging Librarian, Suzanne Preate will manage the Center. Additional staffing arrangements will be made as the service expands. Student assistants and University interns may also play a role. Pamela Thomas, Digital Initiatives Librarian, will

oversee DISC as one of a growing number of digital services within the Library.

WHEN

DISC's evolution is planned to occur in distinct phases. The Preliminary Phase began in June 2003. This phase involves planning, capacity building, and assessment of technical infrastructure, space, and staffing. Research, consultation, program plan development, and an environmental scan were undertaken in preparation for the Pilot Phase. The Pilot Phase will commence upon the completion of the reconfiguration of room 045. The Office of Design and Construction is responsible for the construction project, expected to begin very soon.

The Pilot Phase will focus on the digitization of images (e.g., complex courseware material, photographs, illustrations, line art, maps, architectural drawings, and slides) provided by our pilot partner, the School of Architecture. Suzanne Preate is working with Harriet Sonne de Torrens and Barbara Opar of the Fine Arts Department to identify Architecture materials needing digitization. That digitization need will help us meet our desired pilot outcomes. The pilot outcome criteria address four areas: project management, policies/procedures, standards, and equipment/software.

During this period, staff will be trained and production workflows, standards, metadata issues, and general project management will be tested and adjusted. Our environmental scan will continue in order to assess community need, build collaboration, and engage in additional selected projects that allow us to develop needed expertise. The Pilot Phase will provide a crucial testing and skill-building period before the Center is open for service, although we will gladly entertain questions about the service and discuss projects for the coming year.

QUESTIONS?

We are happy to answer any questions you may have about the Digital Imaging Services Center. Please feel free to send email to Suzanne Preate (smpreate@syr.edu) or to the Center's new address (disc@syr.edu). Pamela Thomas (pthomas@syr.edu) and Pamela McLaughlin (pwmclaug@syr.edu) are also available for questions. Watch *Staff News* for future updates on the Center.

Suzanne Preate, Reference Department

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Jennifer Jasinski, an MLIS student from the School of Information Studies, is working as an intern this fall at SUL. She is splitting her time between the Instruction Program and the Reference Department. Jenn's internship project involves designing a web-based instructional tool to help students develop information literacy skills. She also spends four hours per week at the reference desk and observes and assists with instruction sessions. Please join us in welcoming Jenn!

SUL staff were saddened to hear of **Florence Kelsey's** death on September 19 at the age of 94. From 1930 through 1972, Miss Kelsey was business librarian at the Business Administration Library on the first floor of Slocum Hall, where the Business School was located at that time.

Ann Murphy's last day in Administration was October 3, but she isn't going too far away. Ann leaves the Library to join the Office of Alumni Relations next door at the Faculty Center on the following Monday.

Dan Neville's last day in Maps and Government Information was October 1. Dan has accepted a position in Boston as a Government Information Librarian for the State Library of Massachusetts. He will be working with federal information and geographic information systems (GIS).

Denise Stephens, AUL for Public Services, has been appointed Chair of the Association of College and Research Libraries (ACRL) Task Force on Access Guidelines. The group's charge is to revise the 1992 ACRL Guidelines for the Preparation of Policies on Library Access. The guidelines are a tool to assist libraries in setting policies on issues related to user access to facilities, resources, and services.

Of Reference Relocations and Returns

The Reference Department is happy to welcome **Charlene Martin** to her new role as a Reference Library Assistant. Charlene has worked in Media/Copy Services as a Library Assistant since May 2001. She aspires to one day be a reference librarian and felt this move, in combination with her current part-time position at Northern Onondaga Public Library, will help to prepare her.

The Reference Department would also like to welcome back **Jacquie Kowalczyk** as a temporary librarian. Jacquie was a temporary librarian in Reference from August 2001 through June 2002. Her new appointment is through December 2003. During that time, Jacquie will continue to seek a permanent position as an academic librarian and continue to work toward her school library media specialist certification.

Donna Sullivan, Reference Department

Nylink Appoints Higher Education Representative

Pamela McLaughlin has been appointed to the Nylink Council as a representative in the private higher education category. Nylink is a not-for-profit membership organization of all types of libraries and information organizations throughout New York and surrounding areas whose mission is to enhance collaboration and cooperation and to facilitate access to and implementation of quality, cost-effective information technologies, products, and services for its members.

Pamela replaces Dave Harrelson, Director of the Utica College Library, who will retire at the end of the year. In announcing Pamela's appointment, Nylink executive director Mary Alice Lynch stated, "I am also pleased to report that ... Pamela McLaughlin from Syracuse University will be joining us. The Nylink Council Nomination Committee identified Pamela as an excellent successor in the Private Academic category. Pam has long been someone I respect, and has been an active member of Nylink Advisory Groups in the past. I know she will make a great addition to Council!"

Pamela attended the Council's fall retreat held on September 23 through 25 at the Rensselaerville Institute Conference Center.

Diversity Training Update

Human Resources recently distributed queries to University departments with names of staff members who have yet to attend diversity training. Since all University employees are expected to attend this training, Human Resources is requesting that we register these employees.

A few changes have been made to the program this year. The training is now half-day. There will be two half-day training sessions per day, with morning sessions from 8:30 a.m. – noon and afternoon sessions from 1:00 p.m. – 4:30 p.m. There will be continental breakfast for the morning groups and snacks for the afternoon groups. Lunch will no longer be served. Once again, all the sessions will take place at Drumlins Country Club in the Members Room (restaurant side of the building).

Human Resources has requested that the Syracuse University Library register 3-4 employees per session beginning with the first session on Tuesday, October 28, 2003. For staff who did not attend last year's diversity training, please select a date from the list below and contact Roula Anninos-Creighton at racreigh@syr.edu to register after receiving supervisor approval. And as always, do not forget to complete a Training Request Form, have it signed by your supervisor, and submit it to Nancy Cohen after completing the training. This will guarantee that you receive credit for the training.

Sessions are scheduled for the following dates:

Tuesday, October 28, 2003
Thursday, November 6, 2003
Thursday, November 13, 2003
Tuesday, November 18, 2003
Thursday, November 20, 2003
Tuesday, December 2, 2003
Tuesday, December 9, 2003

Roula Anninos-Creighton, Staff Development Specialist

Sept. 9 Cabinet Meeting Summary

Cabinet welcomed new member Gregory Griffin, SUL Development Officer, and offered congratulations to Harriet Sonne de Torrens on the completion of her doctoral degree.

The Library work-study employee subgroup has met and will distribute an action plan proposal to the Cabinet prior to an upcoming meeting. The subcommittee on updating absenteeism policy has met.

Susan Berteaux has improved public service at the Science and Technology Library by scheduling librarians on the reference desk until 9 pm. Susan also reported that librarians are spending more time roving than at the Reference desk.

Denise Stephens presented the assessment team charge to Cabinet. The purpose of the assessment team is to coordinate assessment activities throughout the Library in order to avoid duplication of effort and to obtain the data we need. The assessment team will be trained in assessment techniques and assessment duties will be included in team members' job descriptions.

AUL for Collection Development Peter McDonald reported from Ebsco that publishers graced most of our subscriptions. The final liability was under \$150,000. \$20,000 in bills will trickle in for titles that fell between the cracks. Linking vendors will soon be visiting and will present demos on linking software.

Thanks to Pamela McLaughlin and the courseware action team, the Library can now support such software as Web CT and other methods of creating better subject web pages.

The AULs will meet soon and develop a white paper on collection development including strategies for managing the crowded stacks. Cabinet members need to consider what type of ARL Library SUL is and how this should be reflected in the collection.

Peter McDonald is submitting a grant proposal to NEA to fund a PBS presentation on the Belfer Audio Archives and will make available a copy of the grant proposal to Cabinet.

AUL For Public Services Denise Stephens reported that the results of the LibQual survey are available for review. Pam Thomas will make LibQual data available on the staff web page.

Director of Library Administrative Services Cindy Cost reported that searches are under way for the following positions: Head of Reference, Business Management Librarian, Temporary Reference Librarian, Rare Books Curator, Data Systems Administrator, Information Technology Analyst. Cindy explained that the institutional compliance survey that she recently distributed to Cabinet will affect only those Cabinet members with information reporting responsibilities to the state. Complete minutes are available on the F drive.

Collection and Space Planning Procedures Under Discussion

In March of 2003, Peter McDonald, AUL for Collection Development, convened a working group of stakeholders to discuss issues and challenges related to the state of our stacks. All sectors of the Library were represented on the committee, and one of the first orders of business was to collate the stack needs and projects deemed critical for immediate attention. However, as the variety and extent of these needs were codified, their sheer number overwhelmed the ad hoc committee that had been formed to discuss them. Many of the initiatives proposed, for example, demanded extensive staff input across several divisional boundaries.

The problem was simply that the Library lacked an overarching set of guiding principles and working procedures for decision-making that would allow us to proceed with care and assurance, or even help us choose intelligently among many competing demands. As a consequence, a subset of the Administrative Committee (Cindy Cost, Christian Dupont, Bill Garrison, Peter McDonald, and Denise Stephens) met in May and took leadership on a collection management/library space plan. The AdCom group agreed that a working document had to be drafted that would lay the foundation for decision-making and implementation on key matters related to stack maintenance and user space.

This document, currently in draft, should be in final form later in October. The document frames the debate as one dealing primarily with collection management, with consideration of library space issues from our users' perspectives. It is likely that this document will propose the formation of (possibly) three working groups, for E. S. Bird, for SciTech, and for Hawkins (our remote storage facility), to advise AdCom on next steps and initiatives deemed most important for us to take on at this time.

The larger issue, of course, is for the Library to bring to the attention of University administration, the very critical shortages we face in terms of space for collection growth in all of our facilities. With the likelihood of a new addition to E. S. Bird seven to ten years off, we must begin a planning process with the University that addresses structural shortages of space across the board. This latter initiative will be led by the University Librarian, with consultation and input from AdCom, Cabinet and staff.

Peter McDonald, Administration

Library Hosts Progressive Dinner / New SCRC Exhibits

The first course of a progressive dinner for humanities faculty organized by William P. Tolley Professor Laurinda Dixon was held in the Special Collections Research Center (SCRC) and was followed by a tour of the Belfer Audio Archive and other campus highlights, including the Lowe Art Gallery and University Art Collection. The dinner event, held on October 1, attracted some fifty faculty members from across the range of humanities disciplines. It was an excellent opportunity for SCRC and Belfer staff to acquaint faculty with their collections and services.

During an hors d'oeuvres reception on the sixth floor, SCRC staff offered tours of the Conservation Lab, seminar room, and reading room facilities. A new foyer exhibit, "whimsical pairings / juxtapositions," was created for the occasion and will remain on

display through mid-November. A continuous display in the SCRC Reading Room featuring publications based on SCRC collections — "Our Collections in Print" — was also inaugurated.

At Belfer, the faculty were treated to a close-up look at the collection of vintage phonographs, an opportunity to peruse a display of the varied reference materials that assist in researching sound recordings, and a demonstration of some of the ways in which the "noise" in recordings is filtered out or greatly reduced to enhance listening or facilitate preservation work. Numerous questions and comments about the holdings and how to locate materials elicited an interest by some of the faculty in using the archive as an academic resource.

Christian Dupont, SCRC and Sue Stinson, Belfer Audio Archive

SUL Presents October Lecture Schedule

Gerald Cinamon to Speak About Book Design

On Tuesday, October 7, 2003, at 4 p.m. in the Hillyer Room, Gerald Cinamon, former chief designer for Penguin Books, will talk about his career. Cinamon worked at Penguin Books in London from 1961-1985, eventually becoming chief designer. He is much admired—especially by fellow book designers and graphic artists—for his ability to integrate text and illustrations, and for the book jackets and paperback covers he created for Penguin and other British publishers.

Since leaving Penguin, Cinamon has spoken and published widely on lettering and design history. He has written studies of the Penguin designer-director Hans Schmoller, the early 20th-century illustrator Alice B. Woodward, and the Glasgow Style designer Talwin Morris. Cinamon's recent book on Rudolf Koch is the first monograph on the German letterer and type designer to appear in English. He is presently working on a book concerning German graphic designers.

This free lecture is sponsored by the Syracuse University Library Associates. All are welcome.

Karen Swenson Reading

At 4 p.m. on Monday, October 13, 2003, in the Hillyer Room, Karen Swenson will give a poetry reading titled *Poetic Journeys in Asia*. For many years Karen Swenson has lived part of each year in Asia. She has produced five volumes of poetry, including *The Landlady in Bangkok* (1994, Copper Canyon), which won a National Poetry Series prize, and, most recently, *A Daughter's Latitude: New and Selected* (2000, Copper Canyon).

She is also a journalist, and her feminist travelogs have appeared in *The New York Times*, *The Wall Street Journal*, *The New Leader*, and many other periodicals. Swenson has a B.A. from Barnard College and an M.A. from New York University. She has taught creative writing at many colleges and universities throughout the U.S. Currently, she lives in New York City.

This free event, co-sponsored by the Syracuse University Library, is part of the Syracuse Symposium, an intellectual festival celebrating interdisciplinary thinking, imagining, and creating.

Presentation Discusses Victorian Women Artists

The work of three Victorian women artists—a photographer, a novelist, and a poet—will be freshly interpreted during a three-part presentation at 4:30 p.m. on Wednesday, October 15, 2003 in the 1916 Room.

- Sarah Russo, a doctoral student in English at Syracuse University, will present a lecture, *Voice and Memory and Creative Vigour: Seeing Beyond the Focus in Julia Margaret Cameron's Religious Photographs*.
- Claudia Klaver of Syracuse University's English Department, will present *Fallen Woman/Fallen Mother: Maternity, Sexuality, and the Body in Elizabeth Gaskell's Ruth*.
- Eileen Stempel, soprano and Syracuse University Fine Arts Department faculty member, will present a lecture-recital *Voices of Desire: Libby Larsen's Setting of the Sonnets from the Portuguese by Elizabeth Barrett Browning*. Sylvie Beaudette, of the Eastman School of Music faculty, will accompany Stempel on the piano.

A reception and CD signing will follow the presentation. All are welcome. This is the second event in the Syracuse University Library Fine Arts Department's 2003-2004 Special Event Series. The event is free and co-sponsored by the School of Music.

Robert Hollander Lectures on Dante

On Thursday, October 16, 2003 at 4 p.m. in the 1916 Room, Robert Hollander will deliver a lecture titled *Justice and Poetry: Dante's Book of the Dead*. Hollander is professor emeritus of European literature at Princeton University. A world-class authority on both Dante Alighieri and Giovanni Boccaccio, Hollander has produced some 25 books and nearly 100 scholarly articles. With his wife, Jean Hollander, he translated—with commentary—Dante's *Inferno* (Doubleday, 2000), *Purgatorio* (2003), and *Paradiso* (forthcoming, 2005).

He is founder and director of the Dartmouth Dante Project, an online database that contains the text of Dante's *Divine Comedy* and 70 commentaries on it, and of the Princeton Dante Project, an online multimedia resource for studying Dante's works. From 1979 to 1985, he served as president of the Dante Society of America, and since 1992, he has been president of the International Dante Seminar.

This event is part of the History of the Book Seminar Series, sponsored by the University Library; the College of Arts and Sciences; the Departments of Anthropology; English; History; Languages, Literatures, and Linguistics; Philosophy; Religion; and the School of Information Studies. All are welcome to this free event. Refreshments will be served.

Robert and Jean Hollander Talk About Translating Dante

On Friday, October 17, 2003, at noon in the 1916B Room, Robert and Jean Hollander will give a brown-bag luncheon presentation titled *Translating Dante Together: Can Your Marriage Survive?* They will mix readings from their joint translation of Dante's *Comedy* with an overview of the history of Dante translation and the problems that translators face in rendering Dante in the American idiom.

Jean Hollander has been director of The Annual Writers' Conferences at The College of New Jersey since the fall of 1982. She has taught literature and writing at Princeton University, Brooklyn College, and Columbia University. In addition to her publications with Robert Hollander, she has translated and written other works, including *Moondog* (1996), winner in the Quarterly Review of Literature Poetry Book Series.

This event is also part of the History of the Book Seminar. All are welcome. Dessert and beverages will be provided.

Robert Hollander on The Dante Project

There is yet another Hollander event, on Friday, October 17, that will be of special interest to Library staff. At 11 a.m. in the Hillyer Room, Robert Hollander will give a 30-minute presentation *The Princeton Dante Project: A Web-based Resource for Teaching and Research*, followed by discussion.

Mary Beth Hinton, Communications Coordinator