

Emmanuel d'Alzon Library Link

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From the Director's Desk: Behind the Scenes Changes

DORIS ANN SWEET

In sync with a transformation of libraries worldwide, roles of staff members in the d'Alzon Library and the ways we do business internally have changed over the last couple of years. In this message, I am focusing on changes in the Technical Services area, where acquisition of books, media, and serials takes place, along with cataloging and preservation functions. Staff members in those areas, under the leadership of Liz Maisey, Head of Technical Services, have reviewed all their processes and activities carefully, and pruned some, modified others, and shifted responsibilities to consolidate functions and more evenly distribute workloads. **As of June 1, 2013, Joan O'Rourke has taken on the responsibility for ordering books and media, perhaps the most important change to note for faculty who are requesting materials.** While faculty may primarily interact

with their liaison for this purpose, sometimes Joan has the best information on a difficult-to-find item, or may have a question for a faculty member, for instance, about the anticipated use of an item when it is licensed (usually this happens with media).

Overall, the changes in Technical Services are a response to the fact that we, like most other libraries, have made a significant shift from print to electronic resources and that curation of electronic collections requires different skills and approaches than the well-honed processes for handling print resources. Electronic transfers of records, both catalog records and invoices, help streamline the work of the department, but we also employ a software product, known as an electronic resource management system, that is much more functional than the myriad spreadsheets upon

which we formerly depended. Besides better management of our electronic resources, a major goal of the d'Alzon reorganization has been to reduce time spent on more routine work, and allow professional staff to focus increased efforts on the specialized and unique materials in our care.

We have, for example, outsourced cataloging and shelf preparation of most new books to YBP (Yankee Book Peddler), the vendor through which we purchase many items. Though this takes a little longer than receiving through Amazon, the small cost for the extra services on non-rush orders saves a lot of staff time for other important activities and projects.

One such project has been reviewing the Fr. Tavard collection given to us several years ago, and cataloging those titles that are not already in our collection. The duplicates are set aside and

(Continued on page 2)



Behind the Scenes Changes

DORIS ANN
SWEET

sent to Assumptionist communities in Africa. Libby Lipin, Cataloger/Research Librarian, has made major progress on this project in the last few months.

Another important project has been the removal of approximately 5000 print periodical volumes from the second floor to make more space for students to use for study and research (see box below). The Technical Services Department collaborated with the Access Services and Collection Management Department, headed by Robin Maddalena, to develop a method for physically identifying the volumes, altering our catalog records to reflect the changes, and arranging for the correct volumes to be removed. Once the process was established, all staff were trained and participated in executing the plan.

Julie O'Shea, Serials Coordinator, has overseen a shift from handwritten recording of every journal issue received, to online notations, a process that student workers can carry out under her supervision. She is also using our vendor database to identify whether print subscriptions can reasonably be

dropped for those journals to which we subscribe in both print and online formats. This could save some relatively small amount of money (in the crazy world of business models for journals, sometimes we actually have to pay more to only subscribe to the online version!). We can, in addition, save the labor and expense of binding print volumes, to say nothing of saving shelf space. We have heard the clear message that our users prefer online access for most journals.

The Mallet personal papers, received earlier this year (see p. 3), are an important scholarly resource, particularly for Native American-US relations in the last half of the 19th century. This collection has not been available to scholars for many years, and provides important primary research material. Surveying this material and taking basic preservation measures, then providing more detailed archival records to make the collection findable to the research community, is a job being tackled by Liz Maisey, who has expertise in archival work. Liz's time available for this project is limited, but without the

reorganization of Technical Services, there would have been little or no time available.

The broad sweep of our approach has been to look at "the way we have always done it," ask questions about current priorities and needs, look for tools that will help us with newly identified needs, and figure out which older procedures and processes we can stop doing. While evaluation of workflows and processes never really ends, the Technical Services Department has made some major leaps that address both the issues of managing electronic resources effectively, and creating the capacity to care for and make available our rare and unique resources.

LOCATION, LOCATION, LOCATION

Check out our new prime real estate!
Over the summer, shelving was removed from the 2nd floor, and the back area was transformed into additional study space. This quiet study space includes a mix of private study carrels and comfortable furniture and is available on a first come, first served basis.



Major Edmond Mallet Papers

LIZ MAISEY

In January of 2013 the library was given the papers of Major Edmond Mallet from Catholic Financial Life, formerly the Union Saint-Jean-Baptiste, a benefactor of Assumption College. The Library is thrilled to have received these papers because of their unique research value. Major Mallet was a Union officer, critically wounded at the Battle of Cold Harbor in June of 1864. He began working for the U.S. Government in 1866 and was eventually appointed as an Indian Agent in Puget Sound in the state of Washington in the late 1870's. Mallet was promoted to Inspector

General of Indian Affairs in the late 1880's. His work in this capacity provided him contact with several Native American tribes in the Oklahoma and Dakota territories. These tribes included Tulalip, Sioux, Soc, Fox, Kiowa, Comanche, and Otoe, just to name a few. Mallet's papers include his reports back to the U.S. Indian Inspection Service and rare photographs of different Native American agencies as well as portraits of Native Americans he met during his work. Another facet of this collection is Mallet's perspective on the treatment of Native Ameri-

cans by the U.S. Government, as well as the different missions established in this territory.

The collection is still in the process of being inventoried. This work will help create a description of the materials that will allow researchers of this subject area or time period to learn more details about the content.

Please contact Liz Maisey, at emaisey@assumption.edu if you have any questions about this collection.

SCANNER UPDATE



We know many of you have used the KIC touch-screen scanner on the first floor of the Library. Now, in addition to the options to email and save your document, KIC lets you print your document via HoundPrint! When you tap the option to Print, you will tap out your AC username using the blue on-screen keyboard. From there, you can go to any HoundPrint release station on campus and print your document.

MARY BRUNELLE

With the rollout of this service, we happily retired our old staff and public photocopiers. The usage of the copiers has been declining steadily over the years, and we often experienced inadequate service from the vendor—resulting in many out-of-order signs and frustration for staff and users alike.

So goodbye, photocopiers! And hello, new and improved KIC!



Top 10

10. Our website is <http://www1.assumption.edu/dept/library/default.html>
9. If you aren't sure how to use a resource on our site, see the Research Librarians for help.
8. Librarians have created [Research Guides](#) that list the best resources in specific subject areas.
7. You can text or email a librarian to get quick answers to your research questions. Text us at: library@assumption.edu
6. During the academic term, the library is open until 1 a.m. on Sunday — Thursday nights.
5. You can print for free! Just use one of our three HoundPrint stations.
4. You can borrow headphones, any one of 13 laptops, or a laptop equipped with assistive technologies.
3. d'Alzon Library has a variety of study spaces, including group study spaces on the 3rd floor. If you are working on a group project, reserve at the front desk for a 3-hour block.
2. When you are working on a library computer, make sure you save your work often. Use a flash drive or email it to yourself.
1. You can make an appointment and meet with a research librarian who will **help you find what you need** for a class assignment. To contact us, visit: <http://www1.assumption.edu/dept/library/services/references.html>

New Weekend Supervisor

ROBIN
MADDALENA



The Library is pleased to welcome a new staff member this semester. Renee Fratantonio joins us as the Access Services Weekend Supervisor, and her position will be to supervise student employees at the front

desk and to assist patrons in the library.

Renee graduated from Worcester State University with a degree in English and worked as a peer advisor

and tutor in the Academic Success Center. Last year, she processed a collection of family letters from the early 19th Century as part of her internship at the American Antiquarian

Society in Worcester. This summer, she worked as a library literacy tutor at Talent Development, a rigorous summer program for high school students at the University of Rhode Island. She is currently working toward her Master's in Library and Information Science at URI and also works part-time as a library assistant at Becker College.

Renee works Friday, Saturday, and Sunday. Please join me in welcoming Renee to Assumption College.

Reference Name Change

PHIL
WATERMAN

I'm pleased to announce that the Reference and Information Literacy Services department has changed its name to:

Research Support Services. In conjunction with this department name change, the Reference Desk will now be called the *Research Help Desk*. We hope these changes will make it clear to students what we do and why they would want to speak with us — we are here to support them with their research needs. We will still provide the same services as before — providing print and online resources for research in all academic disciplines, supporting students and faculty with any of their research needs, and collaborating with faculty to teach research skills, i.e., information literacy, to students. If you have any questions or would like to make use of any of our services, please contact us in person in the library, by email, phone, live chat or text. All of our contact information is available from the library's homepage.



JOAN
O'ROURKE

Art Exhibitions

Receptions begin at 4:30pm, unless otherwise noted

Lynn Simmons

August 23 — October 4

Reception: - Tuesday, September 10

Libby Lipin

October 7 — November 22

Reception: - Thursday, October 10

Student Art Show

December 2 — January 31

Reception: - Tuesday, December 3

Carrie Nixon & Tom Grady

February 4 — April 11

Reception: - Tuesday, February 11

Senior Seminar Art Show

April 14 — May 9

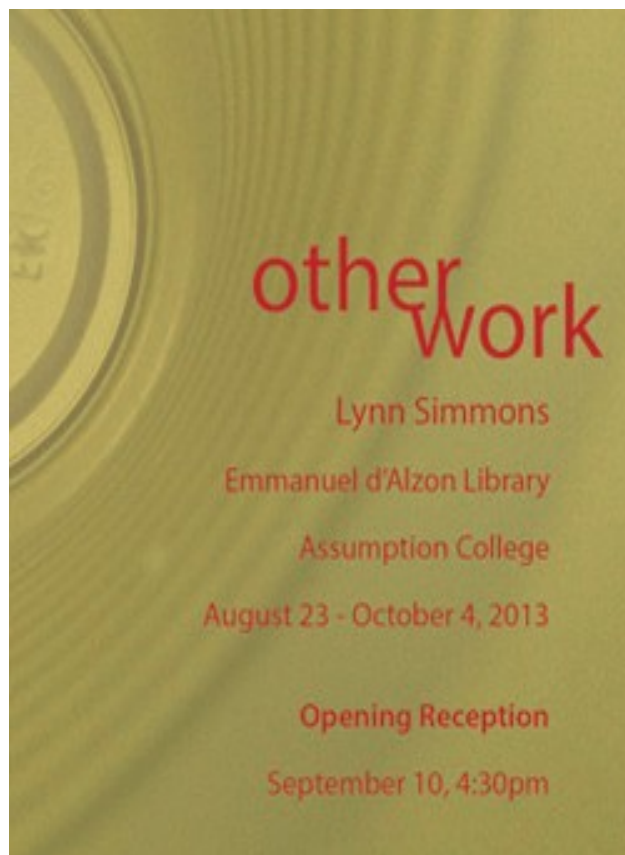
Reception: - Thursday, April 17

David Thoreen Poetry Reading

Friday, September 20, 4:00 pm

Student Poetry Reading

Friday, April 18, 4:00 pm



David Thoreen

EasyBib - The Automatic Bibliography and Citation Generator

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BEJUNE

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WRITE IT**
www.easybib.com



Many students already use the free version of EasyBib to generate MLA citations for their research papers. Now we have access to the institutional version, which gives students additional citation options as well as several other tools for research management.

To create an EasyBib account, students can simply log in with their Google, Facebook, Yahoo, or AOL accounts, or register directly with EasyBib.

Students can then begin generating citations. EasyBib can walk you through citations for 59 source types – from the expected books, journal articles, and websites, to the more unique cartoon/comic, federal testimony, or live performance. Citations can be saved within lists (called Projects), shared with professors or group mates, and formatted bibliographies exported directly to Word or Google Docs.

Other tools include:

- ♦ Notebook – This tool enables students to create outlines, keep notes on their research findings, and link these all back to their sources. Visual learners will appreciate the ability to color code notes and drag notecards around the page.
- ♦ Analysis – As students create their bibliography, they can analyze their collection of sources to see pie charts representing the diversity of source types, number of citations gleaned from databases, and age of publications cited.
- ♦ Website Credibility – EasyBib staff have analyzed the most frequently cited web sources. When a student types in a URL to cite, EasyBib will indicate whether this resource has been determined to be credible or not. Evaluation criteria are shown, and students are referred to one of the library's electronic resources when possible.
For example, if I try to cite the Wikipedia article on Bicycles, EasyBib informs me that *en.wikipedia.org may be credible*, but also recommends an entry from The Hutchinson Unabridged Encyclopedia as a trusted source and links me to the full text of that entry.
- ♦ Mobile app – Smartphone and tablet users can use iOS or Android apps to scan barcodes to cite books automatically.

To learn more, visit easybib.com/help, where you'll find tutorials, screencasts, FAQs and more.

Please note: Instructors may appreciate the benefits of EasyBib for student research projects. However for managing their own citation libraries, instructors may be better served by using one of the more robust open-source citation managers such as Zotero. For assistance with this, feel free to contact Kate at ke.bejune@assumption.edu or x7020.

Library's Faculty Blog

PHIL
WATERMAN

In response to feedback that the d'Alzon Library received in our spring survey of faculty, we have reinstated our blog so that we can provide faculty with timely updates on new library services and resources. We might

also share reports or news items related to learning, teaching and research in higher education. The blog lives in the *Library Services for Teaching* research guide (<http://assumption.libguides.com/faculty>) and is accessible from the library's home page under "Research Guides." We will be announcing new blog postings via email, with a link to the full text of the posting. We plan to post only once a month, so we won't clutter your inbox! Our first blog posting actually occurred in May and was titled, "Author Rights and Publishing Your Works". We hope that you will find the blog a practical way for us to communicate with you. Please let us know what you think of the blog. We welcome any suggestions for improvements or for topics that you would like us to cover in a posting.

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Thursday, May 9, 2013

Author Rights and Publishing Your Works

For many, summer is considered *writing season*. With writing inevitably comes publishing, and as you navigate the publishing process, we at the library want to keep you informed.

Just this week, author Harper Lee filed a lawsuit because she feels that she was duped into assigning her copyright for *To Kill a Mockingbird* to a literary agent:

Harper Lee Sues Over 'Mockingbird' Copyright

Morning Edition
May 06, 2013 | [Summary](#)

She says the son-in-law of her former literary agent tricked her into signing away her rights.

It is important for all authors to note that, while this case is particularly high-profile and an especially predatory instance of unintentional copyright transfer, it is

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About Me

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UNITED STATES

The librarians in the Reference and Information Literacy department are available to help you incorporate library skills into your classes, as well as help you brush up on new tools that might be helpful for your own research.

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