

SPRING  
2011  
EDITION



# LEDDYLIFE

LEDDY LIBRARY—UNIVERSITY OF WINDSOR

## All Staff Meeting—May 5th @ 10:30 a.m.

The Leddy Library's Health & Safety Committee has asked Leigh Harold, Associate Director of Health & Safety to speak to interested employees of the Library concerning the Bill 168 Workplace Violence and Harassment legislation. Her presentation will be held on Thursday, May 5th at 10:30 a.m. in the 4th floor staff lounge. She will provide an explanation of the legislation and she will answer questions. The meeting is estimated to last approximately half hour to one hour. We invite all interested employees to attend this session.

## Happy Retirement Gail!

Congratulations to our colleague **Gail Hunt** on her retirement in January. A staff goodbye party was held on January 28th.

For photos, check out [K:\Notepad\PRCommittee\Images \(B4 2009 on DVD - see Yvonne\)\Gail Hunt's Retirement Party - January 2011](K:\Notepad\PRCommittee\Images (B4 2009 on DVD - see Yvonne)\Gail Hunt's Retirement Party - January 2011).

Both **Gail Hunt** and **Bill Jackson** will be recognized at the University's Retirees Dinner on June 7th.



## OCUL Award to Project Conifer

At this year's Ontario Library Association (OLA) Super Conference in Toronto, the Project Conifer Team officially received their Ontario Council of University Libraries' Outstanding Contribution Award [L to R: Dan Scott (Laurentian University), **Gwendolyn Ebbett** (on hand to see the team win the award), **Art Rhyno** and Robin Isard (Algoma University)]. Congratulations to Art and the Project Conifer Team on their award! Check out the University website that mentions the award (<http://www.uwindsor.ca/sharing-resources>).



Our best wishes go out to our colleague and newsletter editor **Monica Pare**. We wish you a speedy recovery and hope to see you back with us again soon!



## Staff News



... to **Leddy Library Staff** for being recognized by the University's Annual Giving Program for having the most first-time donors and the most donations to a scholarship fund (in honour of Karen Needham). Thank you to **Joan Dalton, Dino Spagnuolo, Mike Houlahan and Johanna Foster** for their work on this internal campaign.

...to **Ana-Maria Staffen** for commemorating 25 years of service at the University of Windsor. Ana-Maria was one of the University employees honoured at the annual 25th Year of Service Luncheon on April 29th.

...to **Guoying (Grace) Liu** for being appointed the new Head, Systems Department. Guoying will bring her vast Systems experience and expertise to her new role starting July 1st.

...to **Peter Zimmerman** for being renewed for a second term as Head, Information Services Department.

And thank you to **Art Rhyno** for his many years as Head of the Systems Department. Art will be on a well deserved one year sabbatical beginning July 1, 2011.

## Baby Luca!

**Franco & Jelena Magliaro** would like to thank Library staff for their support following the birth of their son Luca. Born Nov 24, 2010 at 6 lbs 3 oz; as of April 15, 2011, Luca is weighing in at 14 lbs.

For pictures, please visit their personal website at:

[www.magliaro.com/pictures](http://www.magliaro.com/pictures)

User Name: lucapics Password: areawesome



## Distinguished papers from Leddy Librarians



**Guoying (Grace) Liu** has had two papers published recently (March/April 2011). The citation is:

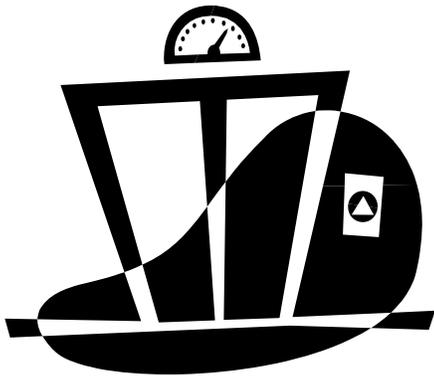
Liu, G. (2011) The application of artificial intelligence in libraries: a survey. Program, electronic library and information systems, Vol. 45, No. 1, pp. 78-97.

Liu, G. and Zheng, H. (2011) Access to serials: integrating SFX with Evergreen open source ILS. Library Hi Tech, Vol. 29, No. 1, pp. 137-148.

## What's new in the Leddy Library?

### Equipment Updates

- ◆ Windows 7 & Office 2010 has now been installed on all the Public PCs...coming soon to staff.
- ◆ SPSS 19 is installed on all Public PCs—If you currently use SPSS on your staff PC, let the Systems techs know so that they can update you if it is not already done.



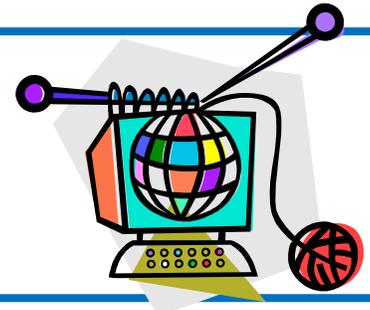
### Main Elevators are Getting a Facelift!

Facility Services will start in June to upgrade the Main Leddy Library Elevators.

There will be at minimum one elevator out of service at all times between June 1st and Oct 1st, 2011.

The **Leddy Website** is getting a new look! Follow the progress of the changes that the Web Team are making by going to their blog: <http://infoservices.uwindsor.ca/leddywebdev/>

The Web Team welcomes any suggestions that you may have on how to make the site even better!



### Staff Intranet

The minutes from both the ULAC meetings and Department Heads meetings are available on the Leddy Library Intranet at <http://infoservices.uwindsor.ca/leddstaff/>. You can also find previous staff newsletters on this site, as well as forms & phone lists that we all use.

## FOR A LAUGH!

**Mr. Bean at the Library**

<http://www.youtube.com/watch?v=RyDY0hiMZy8>



### Head Start Booth Help!

The PR Committee is looking for staff help at the Leddy Library booth at Head Start in the CAW Centre - May 26, 27, 30 and June 9, 10 and 13. Once you have supervisor approval, please contact Mita Williams to sign up for a shift!

## Profile of the Health & Safety Committee By Anne Kaay, Chair

The Health and Safety Committee is a longstanding committee at the Leddy Library. Its primary objective is to "...promote a safe and healthy environment in the Leddy Library". To this end, the Committee has undertaken a number of notable initiatives over the years, including conducting health and safety walk-throughs in the library; making recommendations to the Leddy Library Administration for funding for the library from the Campus Safety Audit Committee (CSAC); reviewing the library's Fire and Emergency Preparedness Plans; and organizing guest speakers on a number of health and safety topics for library staff. Our current committee contains members of the Central Safety Committee, the CSAC, as well as WUFA's Health and Safety committee. Members of this Committee also participate in campus-wide health and safety initiatives such as the CPTED Campus Foliage and Lighting surveys. Through the recommendations of the committee the library has received funding from CSAC to purchase surveillance cameras, several convex mirrors, panic buttons and radios.

The Committee also tries to ensure that the library has an adequate number of staff with first aid training and that their names are included with the first aid kits in all of the office areas. We are very grateful to Leddy Library staff who have taken the required training and serve as First Aid/CPR Certified Personnel. The people with current qualifications are: **Marissa Bonasso, Marg McCaffrey Piche, Anne Kaay, Graham Staffen, Nej Yilmaz and David Yott**. Several other staff members have also received CPR training in the past and have served as First Aid/CPR Certified Personnel. We work actively with other offices on campus, most notably Campus Police and the University's Office of Occupational Health & Safety. At the Committee's invitation, Sergeant Chris Zelezney of Campus Police gave a presentation to library staff on the Emergency Preparedness Plans for the University. **An upcoming presentation will focus on Bill 168 and will be given by Leigh Harold, Associate Director for Health and Safety. This session will take place at 10:30 a.m. on May 5<sup>th</sup> in the Staff Lounge and all library staff are welcome to attend.**

Many aspects of the Committee's work are of concern and importance to everyone in the library – staff and patrons. The Committee considers such matters as the overall cleanliness of both buildings and general security issues (e.g. theft and safety concerns). Some Committee members have also taken specific occupational health and safety training. Effective work by our Committee requires the support and assistance of other library and university staff members, whether in volunteering for the committee; signing up for first aid training; helping with campus safety audits; and conveying feedback about health and safety matters to Committee members. We thank everyone for their assistance and support. Staff can contact any member of the Committee with concerns or suggestions related to health and safety.

Members of the Leddy Library's Health and Safety Committee make valuable contributions to the library. Current members of the Committee are:

**Anne Kaay (Chair), Brenda King (Secretary), Sue Eberlie, Lucy Formicuccia, Guoying (Grace) Liu, Sharon Munro, Margie Stephens, Kirsti Stipanivic, Dave Yott**

One committee member noted "Working together we get the job done". Another said: "I think our role is not only to make recommendations about current Health and Safety issues the library is facing, but to proactively identify issues that might become hazards in the future."

"As a member of the Central Safety Committee I can say that our committee here at the library is often used as an example of what the University would like to see from other departments across campus. We are fairly unique on campus, and I am glad I work in a department that has decided to be proactive about Health and Safety."

## University Library Administrative Committee (ULAC) Update

- The Leddy Library's 2009/10 Annual Report is now available - please visit the Staff Intranet at [http://infoservices.uwindsor.ca/leddystaff/?page\\_id=517](http://infoservices.uwindsor.ca/leddystaff/?page_id=517).
- Our budget realignment target for 2011/2012 is 1.75% or \$180,384. Initial planning to meet this target will most likely again see a combination of cuts to our operating allocations (i.e. staff costs) and to acquisitions allocations.
- The Librarian workload assignments for July 1, 2011 to June 30, 2011 are as follows:
  - Katharine Ball** - Business
  - Selinda Berg** - Nursing & Windsor campus (Schulich School of Medicine & Dentistry)
  - Tamsin Bolton** - Drama, Psychology and (until August 2011) Visual Arts
  - Johanna Foster** - Economics, Philosophy & Languages, Literatures & Cultures
  - Heidi Jacobs** - English & History
  - Anne Kaay** - Communications Studies, Political Science, Labour Studies & Women's Studies
  - Guoying Liu** - Computer Science
  - Peter Lukasewych** - Faculty of Science (excl. Computer Science & Economics) & Faculty of Engineering
  - Sharon Munro** - Human Kinetics & Social Work
  - Brian Owens** – Education
  - Jennifer Soutter & Graham Staffen** – Electronic Resources
  - Kristi Thompson** - Sociology & Anthropology and (until August 2011) Music
  - Mita Williams** – General Monographs
  - Shuzhen Zhao** – Documents
  - Peter Zimmerman** - Reference
- A revised Children in the Library Policy has been created. The changes were made in consultation with the Director of Legal Services, in order to ensure that no child would be asked to leave the library if his/her safety was brought into question.
- A Space Planning report for the Library has been developed. Through the report's findings, the first achievable goal would be to move the government documents to ground floor, West building. Subsequent steps include consideration of moving monographs off the 4<sup>th</sup> floor and relocating the Acq./Bib. department on the 4<sup>th</sup> floor, creating a "staff only" floor. The idea of having a reference lounge in 1<sup>st</sup> floor could be something to consider in the future. It was noted that we would also need to address the issue of potentially housing the reference collection back on the 1<sup>st</sup> floor. It also was noted that this Space Planning Report revisits the space question, but it is not meant to suggest that everything could be or will be achieved in the report. Rather, it helps to form a basis for discussion on future library space needs. There is a need for more meeting spaces and graduate studies areas as well.
- **Cathy Maskell** reported that Administration and Department Heads are working on emergency planning for the Library, which is part of the overall University emergency preparedness plan. The Library's plan will include setting up organizational structure and committees, and working with the Library's existing fire evacuation plans.

## Department Heads Update

- **Gwendolyn Ebbett** and **Joan Dalton**, together with the Head of University of Windsor's Legal Services Richard Taylor, are working together on copyright policy and procedures for the campus community. Windsor continues to work under the Fair Dealing policy developed by AUCC. The Library is focusing on educating the campus community on the intricacies of copyright and fair dealing and what they need to know as they develop course readings for their students. The library is also working on web pages designed to instruct and educate faculty on copyright issues (<http://web4.uwindsor.ca/units/leddy/leddy.nsf/Copyright!OpenForm>). Liaison librarians are also involved, working with faculty to find alternatives for paper-based course readings and course-packs and also to promote the use of digital and open access resources.
- The Library is working with IT Services and John Powell (Director of Web Development) to determine the best way to migrate Library web pages off of Lotus Domino and onto Drupal. IT Services has developed several templates for new Drupal pages as well as a general procedure for migration, but the Library's need for flexibility and for a greater depth of control may not fit with the established process. The Web Team will be focusing on the migration to Drupal into the summer. By starting now we will hopefully have a completed, tested and fully migrated web site by next Fall.
- We are close to an SFX upgrade. **Guoying Liu and Jennifer Soutter** will lead the systems and training needs related to our transition to SFX 4. It is hoped that this new version of SFX will provide greater flexibility in managing both e-journals and e-books.
- Access Services will be looking at a way to monitor the use of the graduate study carrels to deal with the growing waiting list.
- The Syrup course reserves system is in production. Syrup works in conjunction with Conifer and provides for the processing and management of both digital and print course reserves. Syrup also provides functionality to manage copyright issues related to course reserves. See the Syrup main page at <http://reserves.uwindsor.ca/syrup/browse/>.
- The library has also adopted the Mondo License Grinder software to help patrons determine the license terms of our digital resources. Mondo is open source software developed at UBC and allows Leddy to link from digital journal titles to license information that details how those resources can be used for interlibrary loans, course reserves, scanning, copying, etc. See our front page for Mondo at <http://showcase.uwindsor.ca/mondo/>.
- John Regier of Facilities Planning showed Library administration a plan to redo landscaping and sidewalks from the Leddy Library north to University Avenue and from the Assumption Church parking lot east to the Law building. There are tunnels underneath the existing sidewalks and down into the underpass between the main and west Leddy buildings. The relocation of the sidewalks is necessary to allow better access to these tunnels. The landscaping will present a more identifiable presence at that end of campus. Library Administration will pass on more information as we have it.



### What would you like to see in LEDDYLife?

What kind of information would you like to see in the **LEDDYLife** staff newsletter? Is there more Library information you'd like us to talk about? Submit your ideas to **Yvonne Arnowitz** at [arnowitz@uwindsor.ca](mailto:arnowitz@uwindsor.ca) and we will feature them in upcoming issues!