

Cornell University Library Forum  
Steering Committee  
Annual Report  
2012-2013

**Library Forum Charge**

The charge of the Library Forum, from the bylaws:

The purpose of the Library Forum is to promote inclusiveness throughout Cornell University Library (CUL). Specifically, the Library Forum shall provide all CUL staff with the opportunity to:

1. enhance their understanding of how CUL operates in the context of the greater information environment and its goals and priorities;
2. be heard on issues important to CUL staff and the library;
3. be engaged in the life of the broader library and university communities.

**Membership  
2012-2013**

Sally Lockwood (co-chair)  
LTS E-Resources

Wendy Kozlowski (co-chair)  
LTS Metadata Services

Jim Morris-Knower  
Mann Library

Debralyn Muscato  
Olin Library Maps and Media

Eisha Neely  
Kroch RMC

Jill Wilson  
Engineering, Math, Physical Sciences Library

**Elections**

An election was held in May 2012 to replace outgoing members Lance Heidig, Randi Kepecs and Jessica Withers. Wendy Kozlowski, Debralyn Muscato and Jill Wilson were elected to two year terms (2013-2014).

The April 2013 call for nominations was merged with the Public Services Executive Committee (PSEC) Coordinated Call for CUL Committees to replace outgoing members Sally Lockwood, Jim Morris-Knowler and Eisha Neely. One person expressed interest in serving on the LFSC. Janet McCue gave her permission for LFSC to put out our own public call on cu-lib which was posted on May 21. As of May 30 there were no nominations. Michelle Eastman brought this up with University Librarian Anne Kenney who suggested staff we might contact individually to encourage them to run for election. Sadly, four staff we encouraged to run wanted to but after reviewing their current and pending commitments, concluded they did not have time to serve on the Committee. We continued asking staff and by the end of June Tom Ottaviano, Lenora Schneller and Ardeen White volunteered to run as candidates. We asked Ed Weissman if we needed to hold an election to replace the three outgoing members since we have three candidates. He advised us to adhere to our bylaws and go ahead and hold them even though we know the outcome.

## **Standing Committees:**

### **Career Development Committee**

### **Library Mentoring Committee**

Eisha Neely served as liaison to the Career Development Committee and Jill Wilson served as liaison to the Mentoring Committee.

## **Library Comment Box**

One of the elements of the Library Forum's charge is to "provide CUL staff with the opportunity to be heard on issues important to CUL staff and the library." Comments requiring a response are handled by the LFSC or routed to the appropriate staff member, committee, or unit. If the commenter grants permission, comments and responses are posted to the Library Forum wiki <https://confluence.cornell.edu/x/puAPBw> Around thirty comments were received in 2012-2013 and routed for response to the most appropriate person.

## **2012-2013 Speakers and Events**

This year the Library Forum Steering Committee theme focused on staff engagement and addressing identified staff concerns. Specifically 1.) what is happening internally within CUL and 2.) what AULs do. This is a follow up to the new role we played in 2012 at the Manager's Council request to host two of their "Listening Sessions." We hosted conversations between pairs of AULs facilitated in such a way as to allow input either by questions submitted anonymously beforehand or asked by the attendee during the

event.

Late in 2012 the Forum was approached by CUL Human Resources and asked to co-sponsor two University initiatives in Fall 2012 dealing with Diversity and “Respect at Cornell.”

Assistant to the University Librarian, Ed Weissman asked the Library Forum Steering Committee to provide an online forum for staff to comment on Anne Kenny’s All-Staff meeting presentation where she presented a draft CUL tagline, vision statement, mission statement along with the five “Next steps in advancing the CUL strategic plan, 2013-2015” available on staff web at:

[http://staffweb.library.cornell.edu/system/files/2012\\_July-AllStaff.pdf](http://staffweb.library.cornell.edu/system/files/2012_July-AllStaff.pdf)

We were also asked by CUL Administration to sponsor two events: Cataloging at Tsinghua University and Toward 2015: Tsinghua University Library Strategic Directions.

We would like to thank Multi Media Assistant Matt Ryan for the generous contribution of his time and audio recording expertise after the departure of Olin Library Administrative Assistant Tiffany Howe and before her replacement Angie Cleveland. We would not have audio recordings for our earlier events without him.

This year the new Administrative Assistant Angie Cleveland introduced the use of webex at our events. As we move toward more staff working remotely it is becoming good policy to offer this option.

The following is a list of all the events sponsored/created by the LFSC, with quotes by attendees selected from our May 2013 survey.

### **Cataloging at Tsinghua University**

#### **Technology-enabled Library Operations and Services at Tsinghua University**

Presentation by Ms. Liu Chunmei, Deputy Director of the Cataloging Department, and Ms. Dou Tianfang, Systems Librarian

Thursday, September 6, 10:30 am, 2B48 Kroch Library

Topics to be covered include insourcing of cataloging services, mashup of wiki and RSS to enrich the discovery experience, value-add scholars information service, and analytics-based subject service.

Ms. Liu and Ms. Dou have been at Cornell since August 20 meeting with staff to learn about how we do things at Cornell and they will be with us through September 19.

Come greet our two visiting librarians and learn more about library practices at one of the foremost university libraries in China. Light refreshments will be provided.

*This was good. It was difficult to understand them, but I love the idea of seeing how other*

*universities (especially in other countries) approach different aspects of librarianship.*

### **Toward 2015: Tsinghua University Library Strategic Directions**

By Dr. Jingkang Deng, University Librarian of the Tsinghua University Library  
Wednesday, September 19 at 11 am in 2B48 Kroch Library

Dr. Deng will discuss several priority objectives that the Library is striving to accomplish, such as strengthening comprehensive collections, integrating subject and reader services in the academic life of the user community, transforming library spaces, and conceiving the first high-density storage facility in Beijing. He will draw on sample developments of the Library to illustrate concrete steps the Library is putting in place to satisfy the Tsinghua community.

Dr. Deng is a nuclear physicist by training. He has been a faculty member of Tsinghua since 1983. He received his B.S and M.S. from the Tsinghua University and a PhD from the Vanderbilt University in the U.S. He was appointed the University Librarian in 2010.

Light refreshments will be available starting at 10:30 am when you can meet Dr. Deng and the other visiting librarians: Ms. Airong Jiang, Associate University Librarian for Library IT, Ms. Tianfang Dou, Deputy Director of the Systems Division, and Ms. Chunmei Liu, Deputy Director of the Cataloging Department.

*Really glad for this opportunity after hearing so much about the Tsinghua relationship.*

### **Respect@Cornell Video and Discussion**

Thursday, September 27, 2012 2-3pm, 700 Clark Hall

[Respect at Cornell Instructions March 2012](#)

[Guide for Responding to Harassment and Discrimination](#)

It is important for the Cornell community to be able to identify harassment and discrimination and know how to report it in order to create a safe, harassment/discrimination free educational and workplace environment. As part of this effort, a valuable hour-long, online course, **Respect@Cornell: Eliminating Harassment and Discrimination**, has been developed for all staff and faculty.

The offices of Organizational Effectiveness, Inclusion and Workforce Diversity, Student and Academic Services, University Counsel and the Judicial Administrator collaborated to create this program that specifically guides our community on how to prevent and report concerns of harassment and discrimination at Cornell. As part of that program, they also created a short video that addresses Title IX sexual discrimination issues that were recently highlighted by the [Department of Education's "Dear Colleague" letter](#) focusing on preventing and addressing sexual violence on campus.

**We will be viewing the short video together on 9/27, which will be followed by a discussion of the course with Laurel Parker and Alan Mittman from the Office of Workforce Policy and Labor**

**Relations. If you wish, you may take the course prior to 9/27 using the attached instructions. Attending the video screening and discussion session is not required to complete the course.**

The goal is for all Cornell faculty and staff, approximately 9,000 individuals, to complete the course by July 2013. Library Human Resources is respectfully requesting that you **complete the course by December 2012.**

### **CUL Discussion - Doing Less with Less**

Audio of Anne's presentation: [CUL\\_LessWithLessConvIntro\\_ARK\\_102412.WMA](#)

Slides of Anne's presentation: [CUL\\_LessWithLessConvIntro\\_ARK\\_102412.pdf](#)

Notes from the 10/24-29 breakout sessions – pdf

<<http://staffweb.library.cornell.edu/system/files/Breakout%20group%20notes%20from%20all-staff%20conversation%20Oct%202012.pdf>>

Notes from the 10/24-29 breakout sessions - Word

<<http://staffweb.library.cornell.edu/system/files/Breakout%20group%20notes%20from%20all-staff%20conversation%20Oct%202012.doc>>

On Wednesday, October 24, the Library Forum Steering Committee will be hosting a library-wide conversation on “doing less with less” or, perhaps, “being our best with less.” This is the first in a series of discussions on this topic that you’ll have an opportunity to participate in. Following this library-wide conversation, discussions will be held in your units and then a second library-wide conversation will be held after the new year. I hope you will make time in your busy schedules to attend one of the two scheduled sessions.

#### Discussion Questions:

1. Are there services that we provide today that may no longer be as important in 2015-2016? Consider this from your perspective but also to the extent that you can from the perspective of our students and our faculty.
2. What would make your job more manageable and your work life less stressful?
3. How do we do less with less? What is it that we can take off our plates now and in the near term?
4. Are there opportunities for us to gain efficiencies/economies of scale by doing things across a broader swath of universities? Can we support the expertise we’ve developed locally to generate revenues?

The [Library Forum comment box](#) will be available for those who want to add suggestions or comments before or after the sessions.

You’re stressed out and overworked. We at LFSC hear you! Which is why we are excited to announce...

### **Desk Yoga with Lola!**

Come de-stress (for free!) and learn techniques you can do right at your desk to relax, stretch and find inner peace. **No prior experience or equipment necessary!**

**When:** Two sessions:

Tuesday November 27<sup>th</sup> 2-2:30pm

Wednesday November 28<sup>th</sup> 10:30-11am

**Where:** Olin 106G

**Who is Lola??**

Lola Brown will be your yoga instructor and is also a fourth year chemistry grad student at Cornell.

**Limit 15 participants each session – please RSVP to Jill Wilson (jew248) by Monday 11/26**

*Athletic attire not required, however, please plan on wearing something comfortable that you can freely move your arms in.*

*Useful!*

**Library Forum Steering Committee presents:**

**Ice Skating at Lynah Rink**

**Wednesday, December 12. Noon-1pm**

Join your fellow LFSC members for a public skate – or come watch from the sidelines!

Complimentary hot cocoa will be served.

\$3 entrance fee (free for Wellness members) - \$2 skate rental

RSPVP not required. Just show up!

*Great idea!*

Have you ever wondered exactly *what* an Associate University Librarian does? And how one AUL's job differs from another's? Well, wonder no more. The Library Forum Steering Committee presents:

**Get to Know Your AULs!**

A series of informal discussions with the AULs briefly explaining their positions and responsibilities, and then answering your questions – both from the audience, and submitted beforehand. Here's the schedule:

**Xin Li**, *Associate University Librarian, Central Library Operations*

**John Saylor**, *Associate University Librarian, Scholarly Resources and Special Collections*

Thursday, October 4, 2012, 10-11:30, Mann 160.

[Listen to the audio recording.](#)

*I did not attend, but I did listen to the notes afterwards. I thought the entire AUL series was a fantastic idea and strongly recommend similar programs in the future.*

**Oya Rieger**, *Associate University Librarian, Digital Scholarship and Preservation Services*

**Dean Krafft**, *Chief Technology Strategist and Director of Information Technology*

Monday, November 5, 2012, 1-2:30, Mann 160.

[Listen to the audio recording.](#)

*I really enjoyed the Get to Know Your AULs programming, especially from the stand point of being new to the CUL community. All of these sessions were enjoyable and informative.*

**Janet McCue**, *Associate University Librarian, Teaching, Research, Outreach, and Learning Services*

Members of the [Library Directors Leadership Team](#).

Wednesday, December 5, 2012, 2-3:30, Mann 160.

[Audio and slides.](#)

*This was really interesting and helpful in understanding the organizational structure as it is right now. It was great to see the interaction among all of the Directors.*

**Anne Kenney**, *University Librarian*

**Lee Cartmill**, *Associate University Librarian for Administrative Services*

Monday, January 14, 2013, 1-2:30, Mann 160

[Listen to the audio recording.](#)

All staff are welcome to submit questions ahead of time via the [Library Forum anonymous comment box](#). Please specify which AUL(s) you would like to ask. The sessions will be recorded for any staff who are unable to attend.

*Another excellent program idea...*

**Dean Krafft**, **Chief Technology Strategist and Directory of Information Technology, Cornell University Library**

**Ted Dodds**, **Chief Information Officer and Vice President for Information Technologies, Cornell University**

**IT@Cornell: How it Works and Where It's Going**

Monday, January 7, 2013, 1-3pm Physical Sciences Building, Seminar Room 120.

We'll hear from Dean about the current state of IT@Cornell from the perspective of CUL-IT, looking at

both what specifically affects the Library and CU in general. Next, Ted will present the new strategic plan for IT@Cornell, and discuss what the future holds. Then they'll open the floor for a Q&A session with the audience.

Listen to the audio recording: <http://ecommons.library.cornell.edu/handle/1813/30860>

*Again, being newish to the CUL community this was a great learning opportunity in an area that is important and fundamental to so much that we do, yet quite distinct and not something we often get to hear about.*

[Wendy Lougee](#), University Librarian and McKnight Presidential Professor at the University of Minnesota-Twin Cities.

**February 14, 2013 at 10am-11am**

401 Physical Sciences Building

Wendy will speak about her Libraries' experiences in organization development as a part of strategic planning process and a recent reorganization.

Light refreshments will be served.

Ms. Lougee will also be a keynote speaker at Thursday afternoon's Faculty Forum event, 4:30-6:00 pm in Millstein Hall.

[See the Presentation Video](#)

*- This was incredibly interesting - would be nice to bring in more visiting speakers at this level.  
- Via webex!  
- Thanks; I enjoyed hearing how another university handled their library due to economic constraints. I thought she had some good ideas: the staff videos and the suggestion to discuss important meetings or events afterward -- sort of a follow up.*

**Student Panel** - Students and the Library; A Candid Conversation

Tuesday, April 16, 2013 from 1-3pm

401 Physical Sciences Building

[Listen to the audio.](#)

*-This is a fantastic program... we so rarely get to hear candidly from students about their use and perception of the library. I wonder if there would be anyway to get some students that aren't heavy library users/supporters to participate?  
-Appreciate the webex option.*

## **CUL Happy Hours**

Statler (Sept. 27, 2012), Bear's Den (Nov. 1, 2012), Chapter House (Dec. 19, 2012), Statler (Mar. 22, 2013)

*-these are great! Please keep doing them.  
-I really enjoy these opportunities to talk with colleagues from other libraries.*

Hi all: well, someone asked for a resurrection of the **CUL acronym dictionary**, and the Library Forum is happy to oblige with a new Wiki-version of this info resource that has had many different iterations over the years. Find it here: <https://confluence.cornell.edu/display/acronym/Home>

This current document was originally created by Tiffany and Rachel (thanks for sharing Rachel!) a few years ago. Let it serve as a starting point—as a wiki, the acronym dictionary needs your help to make corrections to existing content and add missing acronyms. So don't be shy—hop in and start editing!

*-This is a great resource especially for new employees. I often find it difficult to find things buried in the wiki, or often forget that they are out there. It would be nice if we had a more visible place for these sorts of resources...  
-Not only used it but added a lot of entries. Love it. What a great idea!  
-great idea! Now I know.  
-I forgot about this! Excited to explore!  
-I fully support this - I've given one to new librarians as part of our unit orientation process for almost 20 years.*

## **Summer Yoga at Olin!**

Noon-1pm

Olin Library 703

Instructor: Lisa Tsetse (bio below)

Olin Library is starting a pilot program of yoga classes for library staff during the summer! The schedule is as follows:

Session One: Mondays: 6/3, 6/17, 7/1, and 7/8

Session Two: Thursdays: 7/25, 7/29 (Monday), 8/8, and 8/15

Cost for one, four week session is \$30 per person. Due to space, there is a limit of 10 people. Please make checks payable to Cornell University Library and have payment ready at the first session. If you'd like to participate, please contact Jill Wilson (jew248) by email.

Please bring your own mat and strap (and blocks if you have them), and wear clothing that allows you to

move comfortably and freely. No prior experience required – seasoned yogis and rookies are welcome to join in!

*Lisa's teaching combines anatomical information with techniques that help develop participant's inner awareness. Each of her classes includes specific guidance that first explains the posture from a physical basis. Students are then encouraged to evolve toward the understanding that each posture can also be experienced from a mental, sensory and/or perceptual perspective.*

*Lisa teaches yoga as a body/mind discipline, emphasizing that yoga is not about the way a posture looks externally. Through Lisa's teaching, you will learn how yoga can also affect your actions and your life. Her classes are an immersion in the process of self-discovery, utilizing and developing clarity, intelligence, flexibility and resilience as resources to personal development. Her personal study, practice and teaching experience began in 1985 and continues with ongoing training. She currently teaches for Cornell's Fitness and Wellness Programs, at Mann Library and in several community settings.*

***Very happy to see this coming to Olin, thank you!***