



December 2005

Ball State University Libraries

The Library Insider

Special points of interest:

- Listing of University Libraries' 9,774 e-journals in PDF for downloading
- Developing the Libraries' academic library collections
- 100% Wireless connectivity throughout the University Libraries
- Acquisitions Services processes its 100,000th Purchase Order

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Bracken Library Offers 24-Hour Access During Finals Week

It's been said, "The best thing a library can be is open." Dr. Arthur W. Hafner, Dean of the University Libraries, agrees.

Beginning on Sunday, December 11 at 10 a.m., Bracken Library will remain open continuously through Friday, Dec. 16 at midnight to support student research and learning during finals week.

The University Libraries are strategic to student success, said Hafner, adding that these flexible library hours help to accommodate student schedules giving them more opportunity to succeed academically.

"With 24-access during finals, students have help for completing their projects, access to excellent print and e-resources for research, and space for working collaboratively or for individual study," he said.

Asher Lisec, President Pro-Tempore, Student Government Association and Campus Council Chair for the University Senate, said that students need flexible access to the University Libraries.

"Having 24-access allows students to use the valuable materials that the library contains at any hour," she said.

Students who wish to be accompanied from Bracken to any BSU-owned property may call Charlie Charter at 760-RIDE until 7:00 a.m. The service is offered on a first-come, first-served basis.



Bracken Library's Hours — Finals Week*

Saturday, Dec. 10	9 a.m. to 6:30 p.m.
Sunday, Dec. 11 –16	Open continuously from 10 a.m. until midnight, December 16

*See the Dec. 9 *Ball State Daily News* story: www.bsudailynews.com/vnews/display.v/ART/2005/12/09/43991e25be6e4

Ball State University Libraries
Your best bet for information solutions!

Staff Appreciation Day Celebrated in November

On November 17, the University Libraries' Administration invited personnel to a reception in honor of everyone's work and service during 2005.

Coffee mugs, which were especially designed for the event, were given out. Jeremiah Kinney, Library Teaching Assistant, created the handsome maroon and black design for the mugs.



Dr. Arthur Hafner, Dean of University Libraries, expressed his thanks to everyone for their work and dedication, adding, "We are achieving an outstanding level of service to the Ball State community."

Among other celebrations in 2005, the University Libraries surpassed its goal of having 1 million visitors, and personnel in Acquisition Services cheered when they processed their 100,000th order (see the article on page 9).

It is a safe bet that the Libraries' professional and paraprofessional personnel are gearing up for 2006 and another record-setting year of service to Ball State's students and faculty.





Dean's News

Arthur W. Hafner, Ph.D., M.B.A.

University Libraries' Role in Campus Emergencies

Many colleges and universities designate their library as an **Essential Service**. This generally works well. However, early last January a 3-day ice storm caused power lines to short out and transformers to fail in the Muncie region, closing Ball State University and the University Libraries. Following this, we adjusted the Libraries' guidelines for responding as an Essential Service.

When Ball State University and/or the University Libraries experience an emergency, the Dean of University Libraries consults with the appropriate University official(s) to determine if Bracken Library will offer services as an "Essential Service."

Hours of service, if any, will be determined based on circumstances. The Dean then contacts other administrative personnel in the University Libraries with instructions for operations.

Expenditures for Library Materials during FY 2004-2005

A central focus of the University Libraries is to work in partnership with classroom faculty to build and develop the Libraries' academic collections that support classroom instruction, research, and study.

Last fiscal year, the University Libraries expended \$2,050,000 for informational materials. The following percent distribution shows how the funds were spent:

- 53.6% Journals, serials
- 25.7% e-Journals, academic databases
- 7.9% Books recommended by faculty and librarians
- 7.8% Books purchased through an approval plan against profiles developed by faculty and librarians
- 2.5% Series and sets
- 2.4% CDs and DVDs
- 0.1% Other non-print items

CONTENTdm Manufacturer DiMeMa Grants the University Libraries a Development License

The Ball State University Libraries have been granted a one year **CONTENTdm Development License** by DiMeMa, the company that manufactures the leading digital collection management software used in libraries and archives.

The Digital Library Initiative, a project of the University Libraries, is an important academic resource that involves personnel across the Libraries and content partners in academic areas throughout the University and the local region. Our digital collection is rapidly growing and now exceeds 45,000 images for teaching learning, and research. View <http://libx.bsu.edu> to explore it.

The CONTENTdm Development License allows the University Libraries to research and develop new ideas and functionality to present digital collections for teaching and learning without disrupting student and faculty access to digital assets now accessible in the digital collection. Part of this work may involve the development of new software extensions to extend digital library service to MAC computers and mobile computing devices.

Board of Governors of the Friends of the Alexander M. Bracken Library Award Staff Scholarships to Future Librarians

Kevin E. Brooks and Michael W. Twigg were awarded Staff Scholarships from the Friends of the Alexander M. Bracken Library to support their graduate studies in library science.

To be eligible for this scholarship, the person must have been an employee at the University Libraries for at least two years, have a grade point average of at least 3.6 on a 4.0 scale, and have completed at least 18 graduate semester hours. Kevin and Michael are both attending IUPUI's School of Library and Information Science.

The \$3,000 scholarships are awarded in two parts: one-half upon completion of 18 credit hours and the balance upon graduation.

Currently, Kevin is the manager of the Science Health-Science Library and Michael is Monograph Acquisitions Supervisor.

The top photo shows (from left) Dr. Arthur W.

Hafner, Dean of University Libraries and President of the Friends' Board of Governors, Michael, Kevin, and John Straw,

who serves as the Friends' Executive Secretary. The bottom photo from left shows Kevin and Michael with three individuals who received the first Friends' Staff Scholarships awarded in 1991. Recipients were Hilde Calvert, Becky Sheffield, and Brad Faust, all of whom are still employed by the Libraries.



Three Listings Available for Three Views of the University Libraries' Journals

- **e-Journals List of Titles**, a searchable database of titles generated by our SFX Find-It software
<http://sfx4.exlibrisgroup.com:3210/bsu/a-z/default>
- **Electronic Journals by Title**, a PDF Listing of 9,774 Full-Text e-Journals
www.bsu.edu/libraries/ejournals/PDF/eJournal9774FullText.pdf
- **Periodicals A-Z Online and Print Title List**, a PDF listing in two parts with over 20,885 journal and serial titles
http://www.bsu.edu/libraries/ejournals/az_cardcat_simple_list.asp

University Libraries Turnstile Count Update

From July 1, 2005 through November 30, 2005 the University Libraries' turnstiles recorded 553,200 visitors. During the same period last fiscal year, the turnstiles recorded 470,900 visitors. This is an increase of 17.5% over the earlier fiscal year.

New Expression Heard on Campus

Students are saying "24-Access," not "24-hour access."



News Update from Public Services

by Suzanne Rice, Assistant Dean for Public Services

Fast Action and Teamwork Save Books in Bracken's Educational Resources Center

The day before Thanksgiving break, water began streaming from a broken pipe in the area above the Youth Collection in Bracken Libraries' Educational Resources Center.

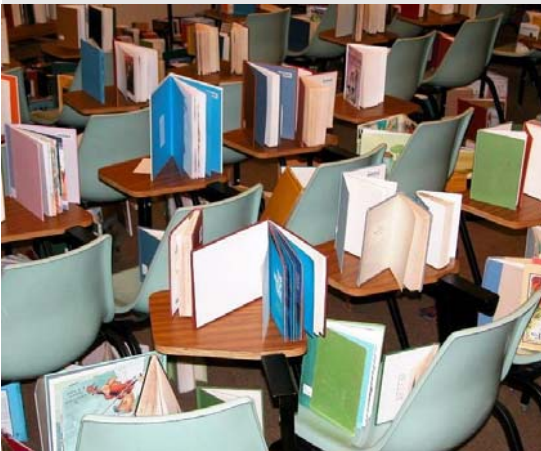
ERC personnel, library staff, and students from all areas, including Video Information System and Equipment and Projectionist



Services personnel, were quick to respond. They spread emergency plastic sheeting, bailed water, moved books to a safe area, and began preservation measures.

Within an hour, a total of 84 shelves (over 250 linear feet holding approximately 3,300 youth books) were moved to safety. Clean-up operations continued throughout the day and the holiday weekend, using industrial fans and dehumidifiers borrowed from around campus to assist in the drying process.

Classrooms in the Educational Resources Center were established as a staging area for drying damaged items.



The good news is that the majority of books were moved before the water reached them. Many hundreds of other books taken from the shelves were able to return to the shelves after timely but minor attention. A few

hundred books sustained more serious damage.

Suzanne Rice, Assistant Dean for Public Services, said, "The quick actions and cooperation from so many hands turned what could have been a major disaster into a minor crisis."

The photograph above shows books that were moved to Classroom 1, which was transformed quickly into a temporary drying room for salvaged books.

Those interested may take the quiz on preserving wet books (next column). Thanks to John Straw, Director, Archives and Special Collections Research Center, who developed the quiz.

DVDs with Royalty-free Film, Video Clips Now Available in the Educational Resources Center

A diverse and high-quality resource called *VideoTraxx 1*, is now available for students and faculty who create classroom presentations and design web sites. Available resources also include material post-production and video editing, background for live broadcasts, and other applications where moving images are needed.

This collection of over 3,000 royalty-free film and video clips on 35 DVDs is available from the Educational Resources Center in Bracken's lower level. The 220 GB of stock footage is keyword searchable and includes multiple angles for many scenes.

VideoTraxx 1 uses NTSC QuickTime MOV format, which can be converted to other formats with included software. Clips are divided into 36 categories for quick access, including:

Aerials	Extreme Sports	Technology
Children	Leisure	Travel
Elderly	Military	

For technical specifications, a complete list of subject categories, and other information, search for *VideoTraxx* in CardCat, or contact Jacob Harris, Educational Resources Center Equipment/Video Supervisor, at JLHarris2@bsu.edu or call (765) 285-8760.

The University Libraries are second only to the classroom for discovering, learning, and exploring!

Quiz on Preserving Wet Books

- How quickly does mold begin to form on wet materials?
 - 48 hours
 - 5 days
 - 2 weeks
- What is the best method to stop deterioration of wet books?
 - Squeeze or press out excess water, stack books, and weight them
 - Freeze the books
 - Set the books out in the sunlight
- Which of these can result from water absorption by materials?
 - Books pop off the shelves
 - Metal book shelves bend from swelling books
 - Both of the above

Answers

- a. Within approximately 48 hours, mold can begin to spread on damp items, especially at high temperatures. The problem only gets worse as time passes.
- b. Freezing the items arrests the deterioration process and buys you time. But don't freeze items too long at too cold of a temperature or a freeze-drying effect will occur.
- c. Paper can swell up to 50% when thoroughly wet, which can cause real damage to the book's binding.



Developing the University Libraries' Academic Library Collections

by Sharon A. Roberts, Assistant Dean for Collection Resources Management

Building academic library collections that support and enhance teaching, learning, and research at Ball State University is a complex operation involving numerous people who work in a variety of roles.

Each year, the University Libraries place about 16,000 new orders or subscription renewals for books, journals, electronic resources, DVDs, music CDs and scores, software, educational toys, learning models, and other realia. These resources cover a broad range of academic disciplines and programs. The purchases range in price from a few dollars to tens of thousands of dollars each.

The University Libraries' Collections Development unit, headed by Dr. Hilde Calvert, has primary responsibility for the selection of materials added to the collections. For materials that support upper level courses and faculty research, Collections Development relies heavily on the recommendations of faculty in the academic departments. Every year, a portion of the library materials budget is reserved for use by departments in the seven colleges for procuring library materials for their respective disciplines. Each academic department appoints a library representative to submit sufficient order requests to expend the funds allocated to the department. Other departmental faculty may be encouraged to submit requests, which must be channeled through the department representative for review and necessary budgetary oversight.

Collections Development and other librarians select materials for undergraduate, core curriculum and multidisciplinary offerings.

The actual ordering and receiving of materials and responsibility for the expenditure of the materials budget resides with the Acquisitions Services unit, which is headed by Rebecca Sheffield.

Order requests received from department representatives and other selectors are first searched against the Libraries' online catalog, CardCat, to eliminate duplication; then availability and ordering information is verified using a variety of print and online sources. When the time comes to place specific orders, the University Libraries usually work through commercial vendors, such as Ebsco Subscription Services and Blackwell's Book Services, whose job it is to deal with publishers and distributors on behalf of libraries. The volume of business vendors can provide to publishers results in clerical efficiencies for all and allows the vendor to provide discount prices that enable libraries to stretch tight materials budgets.

In the current era of stagnant budgets and rising materials costs, especially for highly popular e-journals and databases, managing expenditures to stay within budgetary limits is a challenge. Every year increases in subscription rates for continuing obligations (serials, periodicals, databases) result in less money to spend on books and other one-time purchases. Departments with heavy investments in continuing obligations must regularly review and deselect titles to stay within their allocations or to have money for books.

The University's accrual accounting system requires that materials be paid for in the fiscal year they are received. This also complicates the acquisition process because departmental representatives must submit order requests no later than March 15 each year to ensure receipt of materials before the end of the fiscal year, June 30.

Given the number of people involved in the process, good and timely communication with all parties is essential.

Libraries' personnel involved in the acquisitions process are especially eager to work with department library representatives. To facilitate communication, there are formal orientation sessions with the department representatives and meetings can be arranged at any time during the year with individual representatives or whole departments. Both Collections Development and Acquisitions personnel welcome telephone calls or email any time.

In addition to providing up-to-the-minute information on specific fund accounts, Libraries' personnel are able to provide department representatives with a variety of customized reports, including monthly budget status reports, on demand lists of titles ordered and received, continuing obligations and series/sets, and information for use in accreditation reviews.

To expedite the order submission process, a new online L-2 order request form for department requestors will be available for use in early January, 2006 to simplify and speed the ordering process.

Building strong academic library collections that meet the teaching, learning, research, and instructional needs of the Ball State community is central to the University Libraries' mission. The complexity of this endeavor, as well as the financial challenges, require the efforts of many people.

The University Libraries welcome and appreciate the assistance of our partners across campus and remain committed to providing the best library collections possible within budgetary limits.

10 Tips for Academic Department Library Representatives

1. March 15 of each year is the deadline for submitting order requests against the current year's budget.
2. Journals, serials, and most electronic resources are continuing obligations; books and most non-print materials (DVD's, CD's, etc.) are one-time or non-continuing purchases.
3. Individual departments may invest up to 100% for continuing obligations as long as they have their college dean's approval and remain within budget allocations. The 80% limit on continuing obligations applies at the college level.
4. An academic department's non-continuing funds may be used for DVDs, CDs, and other non-print materials, as well as books.
5. All materials must be paid for in the fiscal year they are received.
6. Subscriptions are paid at the beginning of the subscription year. Moneys resulting from non-renewals are generally not available for use until the following fiscal year.
7. Current departmental fund balances are available upon request by authorized persons (contact Michael Twigg at 285-8030 or MTwigg@bsu.edu).
8. Lists of continuing obligations, new books, and other reports specific to departments are available on request.
9. Average time from receipt of order request to receipt of materials is five weeks for print materials, three weeks for non-print, and one week for "Rush" orders.
10. The University Libraries cannot routinely order through vendors such as Amazon.com.



New Electronic Order Request Form for Efficiencies

by Michael W. Twigg
Monograph Acquisitions Supervisor

A new Library Materials Request Form, an online L-2 form, is being developed that allows academic departmental library representatives to submit orders electronically.

This new form will decrease the time required to prepare requests and will improve the communication process with regard to status information about orders.

Initial responses to the demonstration of the online L-2 form at the recent meeting of departmental library representatives were favorable. Library representatives have expressed enthusiasm about the possibility of making the job of requesting items quicker and more efficient.

In early January, the new online L-2 form will replace the current paper-based order form. The online forms used to request items for purchase in the collection will remain the same).

The form will be available from the Acquisitions Services web page at www.bsu/library/acquisitions.

Ball State's Alma Mater and the National Anthem Available as Free MP3s

Many people have asked about the availability of recordings of the Ball State University *Alma Mater* and the *Star Spangled Banner*.

Delta Lambda Chapter, the local chapter of the national music fraternity, Phi Mu Alpha Sinfonia, have recorded both, and these two selections are now available for use in MP3 format **free** from the University Libraries' Virtual Press Page.



Joel Matthews, president of the local Delta Lambda Chapter of Sinfonia, organized a recording session in November at Ball State's acoustically state-of-the-art Sursa Auditorium.

When listening to these two MP3s, one hears the Sinfonia Choir's remarkable musical expertise.

The Sinfonia Choir was conducted by Nathanael Sudduth and the recording engineer was Kevin Hileman. Additional recordings and videos are planned for the future. The link to the *Alma Mater* and the *Star Spangled Banner* is available at www.bsu.edu/library/virtualpress/phimualpha



Color Copier Recently Installed at Bracken

Bracken Library now offers color copying for 25¢ per exposure.

Copying can be done either at the photocopy machine or by sending a document selected from one of Bracken's public workstations to the copier.

The color copier is located on Bracken's First Floor East near the Periodical/Reserve/Microforms counter. Paper sizes are 8.5x11, legal-size 11x14 and 11x17 inches.

The University Libraries continue to find new ways to serve students, faculty, and staff at Ball State University.



Partnership between the Libraries and Miller College of Business

by Hilde Calvert, Head of Collections Development

The University Libraries support teaching, learning, and research. Our programs, services, and collections are organized to provide a research library at the users' desktops. This is possible because of the availability of a collection of superior online resources that are delivered through Ball State's high-speed, reliable computer network via the Internet. It does not matter if the user is physically inside the Libraries, elsewhere on campus, or off-campus.

Providing high quality digital resources is essential. As more and more items become available in digital format, librarians are challenged to find funding to purchase them. To achieve cost savings, our University Libraries have joined different consortia that offer academic databases at reduced prices.

More recently, the University Libraries found a campus partner willing to cost-share to broaden access to an important resource. The partnership allowed the University Libraries to upgrade from a CD-ROM product, *Powerfiner*, that allowed only a single person access at a time to a Web-based product, *ReferenceUSA*, with access for an unlimited number of simultaneous users.

Recognizing the value of *ReferenceUSA* to business students, Dr. Rodney Davis, Associate Dean for Instruction and Operations, Miller College of Business, generously offered funding to pay the cost difference for the online product for the remainder of the 2005-2006 fiscal year.

ReferenceUSA Business and Residential provides detailed directory information for 13 million U.S. businesses and 20 million U.S. households. Learning and research applications for using this academic database include company identification, direct marketing, telemarketing, customer analysis, fundraising campaigns, business development, and finding internships.

Several departments on campus may find this product to be valuable. They include:

- **Career Services** to assist students in their job search or with finding internships.
- **Business Development** to use the tool to help small businesses locate prospective customers and suppliers to expand their operation.
- **University Advancement** to locate contact information for potential donors.
- **Admissions** to identify students to recruit to increase student diversity.

Persons not familiar with this powerful database are invited to explore it and discover how it might prove helpful in their research and learning.

For more information, contact Hilde at HCalvert@bsu.edu or by phone at (765) 285-8033.





Digital Library Initiative News

by John Straw, Director for Archives and Special Collections Research Center and Project Coordinator, Digital Library Initiative



Digital Partners: Community Collaboration, Pt. II



Daniel Johns, Director of the Dan Quayle Center and U.S. Vice Presidential Museum, works with LSTA Project Student Assistant Steve Nawara to digitize items from the Center

In the November issue of the *Library Insider*, I discussed the benefits of digital partnerships and highlighted two community partners. I am pleased to highlight two new community partners that are involved in the Library Services Technology Act grant with the University Libraries: the Dan Quayle Center and U.S. Vice Presidential Museum and the Muncie Public Library. Both of these institutions are contributing materials to the Digital Repository of U. S. Civil War Resources in east central Indiana which is being developed in the Digital Library Initiative.

The Dan Quayle Center and U.S. Vice Presidential Museum, located in Huntington, Indiana, is the only museum in the nation dedicated to documenting U.S. vice presidents. Its web site states that "from indispensable patriots to infamous traitors, the United States Vice Presidential Museum is the place to discover the unique stories of each man who has ever held our nation's second most powerful office." While all vice presidents are included, there is an emphasis on those who came from Indiana.

Curator Daniel Johns selected items that were relative to the Civil War from the collections of vice presidents John Breckinridge, Hannibal Hamlin, Andrew Johnson, and Schuyler Colfax for this collaborative project.



From the Muncie Public Library collection, this photo is of Eddie Jessup, 17, who was killed at Gettysburg in 1863.

The Muncie Public Library's Local History and Genealogy Center opened at a temporary location in 2002 and moved to its permanent building at 210 S. Jefferson a year later. The center collects and preserves local history and genealogy material. Librarians Mary Lou Gents and Claire Morgan made available items such as *The Guardian Liberty* newspaper from July 16, 1868, claims of families of volunteers, receipts of soldier relief, and items from a Grand Army of the Republic time capsule to be digitized for the project.

The research materials provided by all the community partners in the LSTA grant will combine within the Digital Library Initiative to make a strong resource for the study of the U.S. Civil War in east central Indiana. We are grateful to all of the partners for their participation

and contributions. The completion of the grant project will not be the end of our partnerships however.

We hope to continue to work with these partners, plus develop new community partnerships throughout East Central Indiana, to continue to grow these and other valuable digital resources for teaching, learning, and research. As this series on digital partners continues, the focus will shift in the coming months to highlight partnerships with Ball State academic departments, individual faculty and students.

Digital Library Initiative Continues to Grow

With over 41,000 objects currently available, the Digital Library Initiative continues to develop new resources for teaching, learning, and research at a brisk pace. If you have not visited the Digital Library at <http://libx.bsu.edu> for a while, the examples that follow are some recent additions. Stay tuned for more exciting and educational collections to be added in the near future.

Department of Theatre and Dance Costume Collection

This collection consists of selected digitized images of theatre costumes created and maintained by the Ball State University Department of Theatre and Dance Costume Shop. The images document costumes from the play "Much Ado About Nothing" and includes multiple costume views, close-up details of the fabric, and original conceptual sketches drawn by the costume designer. Image metadata includes size information, fabric content, plays and characters for which costumes have been used, and contact information for costume rental. More images of other costumes are forthcoming.



PolyArk/World Tour Collection

The images in this collection are a representative sampling of ones taken by Ball State students during the 2003-2004 College of Architecture and Planning World Tour 2/Polyark XVI trip to more than three dozen cities in 18 countries on three continents. Destinations included cities in England, Italy, Spain, Russia, China, Egypt, and India. The global study tour, called PolyArk, was initiated in the 1960s for the first graduating class of Ball State's CAP. The students' course work is woven inextricably into the intense day-by-day itinerary visiting places, spaces, design professionals, buildings, gardens, and vernacular environments - urban, rural, and natural.



Campus Buildings Plans

This digital collection consists of a representative sampling of architectural plans and blueprints for Ball State campus buildings dating back to the construction of the Administration Building in 1899. The plans were digitized from the original drawings held by Facilities Planning and Management. Historical plans and blueprints are currently available for the Administration Building, Ball Gym, Beneficence, Burriss, North Quad, and the Burkhardt Building. Many more plans will be added in the future.



Ball State's e-Archive and the Preservation of Electronic Records

by Daniel W. Hartwig
Assistant Archivist & Digital Projects Developer

With University records created and maintained almost exclusively today in electronic format, solutions need to be found for accessing, organizing and storing this often ethereal information. One attempt to address these issues is the **e-Archive** currently being developed through collaboration between the Archives and Special Collections Research Center and Library Information Technology Services. The e-Archive, a digital repository of Ball State University electronic records, publications, and other resources, captures, structures, and provides access to electronic content created by the University.

Acquiring, organizing and providing access to electronic records is only part of the story. The final and perhaps most important element is preservation -- a well known and serious problem facing the Archives profession. With no single solution currently available, a number of research projects, including a \$200 million project sponsored by the National Archives and Records Administration (NARA), are currently underway to design and test long-term preservation strategies for electronic records.

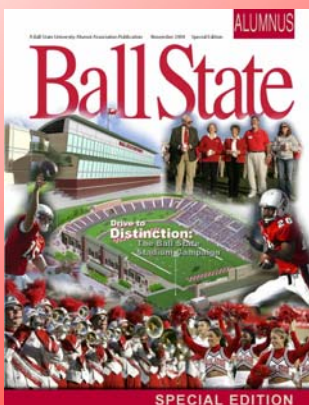
While these new strategies hold great promise, deployment is still years off. In the meantime, electronic content holders are utilizing a number of strategies to ensure the readability and reliability of electronic records. The e-Archive, for example, will implement multiple strategies in the preservation of its electronic content. This will include adherence to industry best practices and procedures, migration to new media, proper metadata attribution, the LOCKSS (Lots of Copies Keep Stuff Safe) principle, and, when possible, the use of open source software. With these strategies and the emergence of better hardware and software systems, it is hoped that the Ball State community will be able to access this rich electronic content long into the future.

The University Archives is located in the Archives and Special Collections Research Center, Bracken Library, Room 210, open Monday and Tuesday from 8 a.m. to 8 p.m. and from 8 a.m. to 6 p.m. Wednesday through Friday.

For more information, contact the University Archives at (765) 285-8723 or e-mail Daniel at DWHartwig@bsu.edu.



Annual reports and publications, as pictured here, are examples of the types of documents that will be preserved and made available in the Ball State e-Archives.



CardCat Mobile – Catalog Search for Handhelds

by Andy West, Microcomputer/Systems/
Network Analyst

Searching for books and other media on the Ball State University Libraries' online catalog CardCat (**Cardinal Catalog**) has become easier than ever.

Personnel at the University Libraries are testing new software which can change how electronic searching is done by students and faculty. The software will allow library users to search CardCat with smart-devices, including notebook computers, Palm/PocketPC devices, and Internet-enabled multi-purpose personal communication devices like cellular phones and BlackBerry units that support voice and data services.

With the new CardCat Mobile, students and faculty can search for an author, a title or a subject from their handheld device. CardCat Mobile displays book information like location, call number, and availability for each result revealed by the search.

What makes CardCat Mobile more attractive is that it can be used on campus as well as from anywhere in the world and at any time – at work, at meetings and conferences, at home, while traveling, and on vacation – wherever there is a wireless connection to the Internet.

This allows CardCat Mobile to offer greater flexibility for study, research, and learning. Faculty can obtain timely information while attending conferences, and students can continue their research while waiting in an airport, riding in a car, and so on.

Enhancement of CardCat Mobile software is a development effort by Library Information Technology Services. It is an outgrowth of the unit's Mobile Computing Project launched in June 2004 and funded by an LSTA grant administered by the Indiana State Library.



Your Gifts are Important

Your donations play a major role in the academic success of students and faculty at Ball State University. A strong library directly contributes to the university's environment for teaching, learning, and research.

We count on gifts, endowments, and bequests from people who believe in the important role of the University Libraries. Those gifts help us to build our collections and preserve books and journals that are vital to the campus community.

We'd like to take this opportunity to thank those who currently support our work, and we hope that others will consider contributing to the Ball State University Libraries.

For information, visit the link on the Libraries' home page entitled *Giving to the Libraries* or contact Dr. Arthur W. Hafner, Dean of the University Libraries, at AHafner@bsu.edu or by phone at (765) 285-5277.

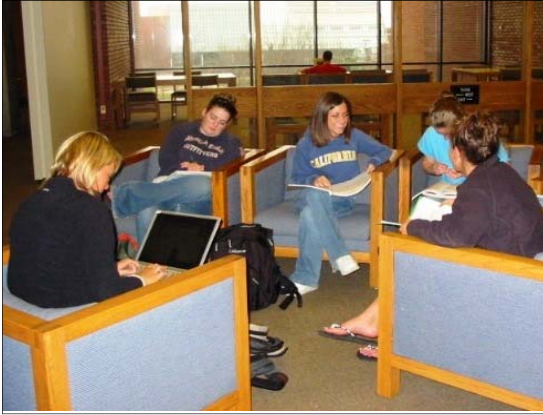


Technology at Work for Students, Faculty, and Staff

by Bradley D. Faust, Assistant Dean for Library Information Technology Services

100% Wireless Connectivity throughout the Libraries

The University Libraries are part of a campus environment that is technologically advanced. According to Intel's 2005 ranking of the top 50 "Most Unwired" U.S. Campuses, Ball State University stands at the head of the class



in the #1 place in the nation as most unwired campus.

In January 2003 the University Libraries were among the first units on campus to implement wireless network access throughout. When a student or faculty member asks, "Where can I connect to wireless in the libraries?" we say, "Where *can't* you!" Bracken, the main library, is one large WiFi hotspot with all of its five floors — the equivalent of about 7 football fields — enjoying wireless-G level access to the campus data network and Internet.

Performance and reliability are primary concerns with WiFi technology. When a student or faculty member connects to the WiFi network, performance must be acceptable to do the work intended. A reliable mobile infrastructure means that applications are easier to use. In the University Libraries, connecting is satisfactory except for the most network intensive activities, such as viewing high definition video or editing large video files. Network reliability has to do with the network being available and connections being consistent. The University Libraries' users report that their connections are consistent over long periods of time.

The value of WiFi in an academic library environment is high and its impact is powerful. Advantages of WiFi technology is that it is flexible, low cost, and easy to deploy for access to information. Students with laptops or iBooks can access and search electronic information resources in a comfortable chair, a group study room, or a personal study carrel. Similarly, WiFi provides more students and faculty with network access during busy periods when all library PC workstations are in use during peak times of the day and evening.

WiFi technology provides the University Libraries with opportunities to place desktop workstations where students need access today without investing in expensive, permanent infrastructure upgrades that might not be necessary tomorrow. And kiosk applications and experimental workstations are easily located anywhere there is electric power. Neither the users nor the University Libraries are constrained by the location of network ports.

WiFi at the G level has been quickly accomplished by smart planning during its early implementation. Access points, which are units that physically connect to the network and serve as gateways for WiFi enabled devices, were selected to support wireless B yet were easily upgraded to wireless G, which is approximately 5 times faster.

In determining the location of access points to provide maximum connectivity, network services engineers from University Computing Services conducted a site survey. This was critical because the Libraries' book stack ranges act as filters that can weaken the WiFi signal.

Security in a wireless environment is another important consideration. At Ball State, Bluesocket technology provides access control and data encryption to protect sensitive information. To authenticate on the wireless network, Ball State students and faculty use their University computer username and password. This provides convenient, easy access to the network for members of the Ball State community while protecting resources and other wireless network users.

The University Libraries actively support a mixed environment with both Windows and MAC laptops being heavily used by students and faculty. WiFi technology works equally well with both operating environments, providing robust, reliable network services to the entire campus community.

The implementation of a reliable WiFi network in the University Libraries has

- Improved the efficiency of those doing research
- Impacted the way students work together collaboratively on team and group projects
- Expanded the availability of study spaces within the five floor building.

Providing new learning opportunities and educational technology options for students and faculty are a priority for the University Libraries.

Wireless technology in the academic library has the potential to dramatically change the way students and faculty access resources for research and learning. Wireless connectivity, with its always-connected, high-speed qualities, will likely play a



strategic role in fundamentally changing the way students and faculty collaborate and will impact the programs and services that academic libraries provide.

As the Web continues to go wireless, WiFi technology may provide a significant growth opportunity for academic libraries. New and different types of handheld devices will likely support WiFi and other short- and long-range wireless mobile technologies such as Bluetooth, WLAN, WiMax, 3G, satellite, and others. Speed and operating range will increase for each and the technologies will switch smoothly from one to another as a user moves about in his/her environment.

The expanding availability of connectivity for mobile devices, coupled with the flexibility they provide, will allow students and faculty to access resources more easily from more locations using their small-screen, smart devices.

Academic libraries are well positioned to expand their programs and services to the users of mobile devices, leveraging the academic library's digital collections and data resources for learning, research, and teaching.



Ball State Woodwind Quintet Performs at Bracken

On Monday, December 5, the Woodwind Quintet performed in Bracken's lobby. The five members are students from Ball State's College of Fine Arts' Department of Music.

The group is called *Quintessential*. The talented quintet performed a variety of selections, including holiday music.

Books, Bytes, and Ballet at Bracken Library

Students who entered Bracken Library Monday afternoon on November 21 were treated to an excerpt from Act One of the ballet *Coppelia*.

Students from Ball State's College of Fine Arts' Department of Theatre and Dance, under the guidance of Associate Professor Lou Ann Young, performed for a half-hour.

Many students in the audience had never seen a ballet performance and took a respite from their study to watch the dancers.



Photo courtesy of Satoshi Yamamoto

Charlotte M. Shawler Celebrates 25-Years of Service at the University Libraries



Charlotte Shawler celebrated a 25th anniversary at the University Libraries on December 9.

Charlotte began working in the Libraries as a part-time Information/Inspection Clerk where she checked bags at the turnstiles. Today, Charlotte is a

Circulation Assistant in Bracken Library.

During the cake-cutting ceremony on her special day, Charlotte jokingly asked, "Does this mean I get whatever I want today?" While she could not be promised that, everyone in attendance extended her their best wishes and appreciation for her 25 years of service.



Spotlight: University Libraries' People & Events

New Faces



Lajmar Anderson began employment on Nov. 14 as Access Services Evening Coordinator. Lajmar is completing his bachelor's degree in psychology from Indiana University (East) in Richmond.



Alida Pask, Information Services Librarian, joined the University Libraries December 1. Alida earned her undergraduate degree in art history at Valparaiso University and completed her MLS from the University of North Carolina at Chapel Hill.



Andy West, Microcomputer/Systems/Network Analyst, began his position November 7. Prior to that, Andy worked at the University Libraries as Temporary Part-time Web Developer Assistant.

Retirement

Patricia Schneck, Government Publications Assistant, will retire on December 30, 2005 after 30 years of dedicated service at Ball State.

Resignation

Kristin Stout, Library Office Assistant, resigned December 6 to return full-time to graduate library school.

Acquisitions Services Makes 100,000th Order



Last month, Acquisition Services reached a milestone when it processed its 100,000th purchase order through the SIRSI library system. Chris Wallen, Audiovisual Acquisitions Assistant, entered the 100,000th purchase order. She graciously accepted the crown and scepter and ruled as "Queen for a Day."

Personnel in the office had tried to guess the exact date when the order would be entered. Because no one guessed the exact date, names of Acquisition Services personnel were placed in a random drawing. Cheryl Shull's name was drawn to win a free lunch.

In case you are wondering about the title of the 100,000th purchase order, it was for a compact disc requested by Music Librarian Keith Cochran about the late singer/keyboardist Joe Mooney. The CD is entitled *The Happiness of Joe Mooney*.

Ball State University Libraries' *The Library Insider* is a project of the Office of the Dean of Ball State University Libraries. Publication is monthly by the Ball State Virtual Press, Muncie, IN 47306. The proofreader is Kris Pittsenbarger. Susan G. Akers is the University Libraries' Marketing Communications Manager. Please refer comments or questions to Arthur W. Hafner, Editor-in-Chief and Dean of University Libraries, AHafner@bsu.edu or call (765) 285-5277. This newsletter and its archive are online at www.bsu.edu/library/virtualpress/libinsider

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Pursuing Excellence at the University Libraries

A strong library directly contributes to the university's environment. Gifts to the University Libraries help us better prepare students for the future by providing outstanding resources. Contributions received by the University Libraries play a major role in the academic success of students and faculty at Ball State University.

We are making an appeal outside our normal operating budget directly to you so we can continue to build and enhance our collections, preserve books and journals that are vital to the campus community, and provide the service that is crucial to students and faculty. Your financial support* is critical to Ball State University Libraries and makes an important difference in the lives of others.

*A special tax credit to Indiana taxpayers is given in return for their support.



Located in the heart of campus, the University Libraries is second only to the classroom for discovering, learning, and exploring. We serve an average of more than 4,600 people each day. The buzz of discussion and conversation can be heard as students work together in teams on class projects. The Libraries' atmosphere is warm and inviting. The high demand of our collections and services encourages us to seek your help through a financial contribution.

No gift is too small, and every gift matters and helps the Libraries to serve the Ball State community.

Gift Ideas for the University Libraries

1 hardcover fiction book	\$ 25 - \$ 30
1 movie DVD/video	\$ 30 - \$ 75
1 non-fiction book	\$ 40 - \$ 75
1 electronic software	\$ 65 - \$ 85
1-year journal subscription	\$ 75 - \$300
1 major reference books	\$ 125 - \$300
1 guest speaker honorarium	\$ 250 - \$300
1 rare book for <i>History of the Book</i> studies course	\$ 250 - \$1,200
1 year access to online information, articles	\$3,500 - \$4,500



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