

1-2002

## 01-2002 Newsletter

Minnesota State University, Mankato. Library Services

Follow this and additional works at: [http://cornerstone.lib.mnsu.edu/lib\\_services\\_newsletters](http://cornerstone.lib.mnsu.edu/lib_services_newsletters)



Part of the [Higher Education Commons](#), and the [Library and Information Science Commons](#)

---

### Recommended Citation

Minnesota State University, Mankato. Library Services, "01-2002 Newsletter" (2002). *Library Services Newsletters*. Paper 11.  
[http://cornerstone.lib.mnsu.edu/lib\\_services\\_newsletters/11](http://cornerstone.lib.mnsu.edu/lib_services_newsletters/11)

This Newsletter is brought to you for free and open access by the Library Services at Cornerstone: A Collection of Scholarly and Creative Works for Minnesota State University, Mankato. It has been accepted for inclusion in Library Services Newsletters by an authorized administrator of Cornerstone: A Collection of Scholarly and Creative Works for Minnesota State University, Mankato.



# Library Resources

Volume 7 Number 1

January 2002

## CHANGES IN VIDEO POLICY IMPROVE SERVICE

### Longer loan periods

The regular loan period for videos, DVDs, and 16mm films from the Library's Educational Resource Center (ERC) has been extended from 24 hours to three calendar days for faculty, staff, and students. For example, a video checked out on Monday will be due before the Library closes on Thursday. The longer circulation period will enable you to show a video over more than one class period without needing to request an extension or a renewal. If you need more than three days, you can ask for an extended time when checking out the video, DVD, or film.

Another advantage of the 3-day loan period is that once a title is booked for a specific screening date, it will be limited to in-library viewing during the three days *preceding* the booking. This change should eliminate problems caused by late returns. Therefore, reserving titles for screening dates is highly recommended.

### Interlibrary loans and rentals of videos

In addition to extending the borrowing period for MSU users, the Library has opened up interlibrary loan to include the borrowing and lending of videos. This means that MSU users may request videos from other libraries. Videos can be found by searching the PALS online catalog and WorldCat, a FirstSearch database. (A link to WorldCat is available from the Library's list of electronic resources. Start at the home page: <http://www.lib.mnsu.edu>)

Please remember that interlibrary loans cannot be guaranteed for a specific date. Nor can we guarantee that the other library will be willing to loan the title. If you must have a video for a specific screening date, please contact the ERC regarding the possibility of renting the title. In return for a fee, rental collections supply the film, video, or DVD for a specific screening date.

Interlibrary loan works on a reciprocal basis. Therefore, in return for allowing MSU to request video loans, our video titles will be available for lending to other libraries—*unless* a video is booked for on-campus use during the following four weeks. This means, for example, that if a video has been booked for use on February 15, and another library asks to borrow it on February 1, we will **not** lend it to the other library.

### Audio-Visual Equipment

Of course the ERC handles much more than video requests. The latest additions to the variety of equipment available for checkout are 3 PC and 3 Mac laptop computers. Other equipment for classroom and research use includes camcorders, digital cameras, CD/cassette tape recorders, slide projectors, and lecternette PA systems. Equipment circulates on a 24-hour basis and can be checked out only when the ERC Media Services Counter is staffed. During academic terms, those hours are 8:00 a.m.-7:00 p.m., Monday through Thursday, and 8:00 a.m.-6:00 p.m. Friday. The ERC Media Services Counter is not staffed on weekends.

Multimedia computer carts, TV/VCR carts, and a DVD/VCR cart can be booked for delivery up to 24 hours prior to the desired delivery date but should be requested as far in advance as possible to avoid disappointment. Carts are delivered to classrooms for the class period specified in the booking request.

To book videos or equipment or request video rentals, call the ERC at 5943. To book a multimedia cart, go to <http://www.intech.mnsu.edu/carts/> More information about ERC policies and services is available at <http://www.lib.mnsu.edu/lib/erc/erc.html> or by contacting Barb Bergman, Media Services Librarian ([barbara.bergman@mnsu.edu](mailto:barbara.bergman@mnsu.edu); 389-5945).

## **ELECTRONIC RESERVE MEETS STUDENTS' NEEDS**

The electronic reserve service (E-reserve), which Library Services implemented during Fall Semester, allows 24-hour digital access to most reserve course readings. Students have commented that they appreciate this electronic alternative to print because of the increased availability of course materials.

During the implementation of the E-Reserve service, Library staff carefully reviewed copyright requirements regarding educational "fair use." According to the 1998 Digital Millennium Copyright Act, educational fair use allows materials to be used for one semester without copyright release. Subsequent uses require securing copyright permission.

Rather than placing legal and financial responsibility for obtaining copyright permission for E-Reserve materials with individual faculty members, the Library has determined that we can provide better service by assisting with the copyright permission request process.

Effective Spring Semester 2002, Circulation staff will request copyright release for E-Reserve materials for second and subsequent uses. This process will begin once an instructor returns the reserve form that indicates an article will be used again (beyond one semester).

Of course, other copyright limitations must be considered. For example, fair use does not mean that an entire book can be scanned electronically into E-Reserve. For additional information about E-Reserve, contact Steve Johnson, Circulation Technician, at 389-5065 or [steven.johnson-2@mnsu.edu](mailto:steven.johnson-2@mnsu.edu).

## **VIRTUAL REFERENCE SERVICE IMPLEMENTED AS PILOT PROJECT**

This semester Library users will have the opportunity to experiment with a new form of reference service. Virtual Reference Service, or VRS, makes use of chat-like programs to enable users outside the Library to communicate electronically with a librarian, without the delays of e-mail reference.

Although this service is designed to assist off-campus students, any MSU user outside the Library will be able to VRS. Because more people are undertaking library research outside the walls of library buildings, librarians across the country are searching for new ways to provide reference service. This trial will give MSU reference librarians a sense of the potential for this type of service and help determine the software features that will best meet our particular needs.

The service will be available by the end of January and announced on the Library's home page. Anticipated hours of service are 3:30-5:30 p.m., Monday, Tuesday and Thursday, and 3:30-7:30 p.m. Wednesday. If the librarian is busy helping another user, the patron will have the opportunity to send an e-mail question. The Library will continue to provide its AskRef service, which accepts e-mail queries any time and normally provides a response within 2 working days.

The pilot is slated to last most of spring semester. If results are positive, the Library will try to continue the service. For additional information, contact Marilyn Montgomery, Reference Coordinator, at 389-2258 or [marilyn.montgomery@mnsu.edu](mailto:marilyn.montgomery@mnsu.edu).

## CHECK OUT THESE GOVERNMENT DOCUMENTS

In last year's newsletters, we included listings of government documents that might have particular interest for certain colleges. Of course, anyone is welcome to borrow items from the collection, which is located on the first floor of the Library. Government publications may be checked out for the same length of time as books.

The following new documents may be of particular interest to those in the **College of Allied Health & Nursing**:

GS 11.9/3:2001	Consumer Action Handbook
HE 20.8:C 73/3/2001	Healthy People in Healthy Communities: a community guide (Office of Disease Prevention and Health)
HE 20.7042/5:	Healthy People 2000 Review (Dept. of Health & Human Services)
HE 20.9213:2000	Child Health USA (Dept. of Health & Human Services)
PR 42.8:C 43/C43	America's Children : key national indicators of well-being (Federal Interagency Forum on Children & Family Statistics)
Y 3.C 76/3:2R24	Recall Round-Up 2001 (U.S. Consumer Product Safety Commission)
Y 4.C 73/8:106-165	The Recent Firestone Tire Recall Action, hearings before the Subcommittee on Telecommunications, Trade & Consumer Protection
Y 4.G 74/7:AN 8/14	The Anthrax Vaccine Immunization Program What have we learned? hearing before the Committee on Government Reform
Y 4.J 89/2:S.HRG. 106-885	ID Theft: when bad things happen to your good name, hearing before the Subcommittee on Technology, Terrorism and Government Information
Y 4.L 11/4: S. HRG. 107-7	The Nursing Shortage and its Impact on America's HealthCare Delivery System: hearing before the Subcommittee on Aging
Y 4. 11/4: S. HRG. 107-42	The Nursing Shortage: perspectives from the field, hearing before the Subcommittee on Aging

And these websites:

<http://www.hhs.gov/news> Health & Human Services press releases and fact sheets

<http://www.hhs.gov/hottopics/healing/biological.html> Biological Incidents: Preparedness & Response



## CITATION SEARCHES TO BE SUBSIDIZED FOR FACULTY

Starting this semester and thanks to funds made available to Library Services from grant activity, MSU faculty may request up to 50 citations from the Social Science Citation Index (1999-present) and Science Citation Index (1997-present) at no charge. At this time there is a limit of 50 citations per faculty member per fiscal year (July-June). Departments may cover the cost of any additional citations needed. Availability of the service will be reviewed periodically to determine if changes are needed to accommodate demand.

To make an appointment for a citation search, contact Marilyn Montgomery ([marilyn.montgomery@mnsu.edu](mailto:marilyn.montgomery@mnsu.edu) or 289-2258) or Melissa Holmberg ([melissa.holmberg@mnsu.edu](mailto:melissa.holmberg@mnsu.edu) or 389-2249).

## **NASA AND CCYAB COLLECTIONS MOVE TO LIBRARY**

Two collections of materials affiliated with the College of Education are now housed in the Library. Both the NASA CORE collection and the Center for Children's and Young Adult Books (CCYAB) are located near the ERC, on the lower level of Memorial Library.

The NASA CORE collection provides access to various types of materials that supplement classroom instruction and aid in understanding NASA's scientific research and accomplishments. Materials developed to be used by educators of all disciplines and available from NASA CORE include the following: videotape programs, slide programs, CD-ROMs, laser discs, posters, lithographs, and instructional activities. These materials are supplied by the federal government and are available free to area educators. NASA CORE materials and web sites will be catalogued so that information about them will be available through the PALS system. Ron Browne of the Educational Studies: Elementary/Early Childhood Department is responsible for the education and training programs associated with the collection. Lisa Baures, Education Librarian, oversees the organization and maintenance of the collection itself.

The CCYAB is an "examination collection" of books for children and young adults. Publishers send copies of new books to the Center so that librarians, teachers, and other adults may come to see the latest materials available. All books are kept at least a year. After that time they are evaluated for retention in the "permanent" CCYAB collection, which consists of books that have received favorable reviews. Although no books circulate from this collection, anyone is welcome to use them in the Library. To increase awareness of what books are available in the CCYAB, they are being catalogued into the PALS system.

Both the new books and those in the permanent collection are divided into three sections: easy, fiction, and non-fiction. The non-fiction books follow the Dewey Decimal classification system because that is most common in school and public libraries. Instructors who would like to bring a class to use CCYAB materials should call 389-1564 or send a message to Kathy Piehl, the librarian who oversees the CCYAB, at [kathy.piehl@mnsu.edu](mailto:kathy.piehl@mnsu.edu).

The NASA and CCYAB collections are open the same hours as Memorial Library. To arrange for staff to be available, call 389-1564. Watch for additional information about both collections as web pages are developed in coming months.

## **SCHEDULE A LIBRARY TOUR**

Individuals or groups can now schedule a library tour at a time that will fit into their schedules during the academic year. Rather than offering "drop-in" tours at a set time each week, the Library has decided to offer tours by appointment. To schedule a tour, stop at the reference desk on the first floor, call Jim Kapoun, Instruction Coordinator, at 389-2251, or send him an e-mail message at [james.kapoun@mnsu.edu](mailto:james.kapoun@mnsu.edu).

The Library will continue to offer special tours for incoming students and new faculty During Welcome Week, for international students at the beginning of each semester, and for other University groups, such as alumni, upon request.

---

MSU is an Affirmative Action/Equal Opportunity University

This document is available in alternative format to individuals with disabilities by calling Library Services at (507) 389-5952 (V) or (800) 627-3529 (MRS/TTY).