

# BiblioTech

A Publication of The Gumberg Library



November 1998

## Why BiblioTech???

Welcome to *BiblioTech*, the Gumberg Library's new publication for Duquesne University students, faculty, and staff.

We chose to name this information source *BiblioTech* to represent the traditional role of the Library as a repository for books, hence "Biblio," and to represent the new role of information technology, hence "Tech." We italicized *Tech* in the newsletter design to emphasize that the Library is both forward looking and prepared to embrace the new technologies of the 21st century. The Library is strongly committed to developing the print collection while providing increased access to information electronically.

The following four objectives developed by the Newsletter Committee are provided to give you a better understanding of what we hope to accomplish. We wish:

- To promote the Library to the Duquesne community including students, faculty, staff, and other potential users.
- To communicate information about Library resources, services, policies & procedures, and personnel.
- To educate and increase awareness of the extent of information that can be accessed via the Library and its information systems.
- To report new developments in libraries, technology, and electronic resources as they affect scholarship.

It is our intention to publish a print and an electronic newsletter. We hope to issue at least four print newsletters a year, two of which will be special issues. One special issue will be devoted to incoming students in the fall and winter, and a second issue for summer distribution. Electronic issues will be available between print issues for information that we wish to quickly disseminate, not waiting for the next print issue. Although the electronic version is not yet ready, it will eventually be located on the Library's home page.

No library can possess all the materials requested by its students and faculty. However, we hope to use this newsletter to demonstrate that the quality of our selection compensates for the possible lack of quantity of our holdings when compared to many other academic libraries. In order for us to be successful, we need your help. *BiblioTech* is about telling you the Library story as well as you telling us what you think. We are committed to listening to constructive criticism.

For any comments, feedback or suggestions related to *BiblioTech*, please feel free to send email to: [bibliotech@duq.edu](mailto:bibliotech@duq.edu) or call any member of the Newsletter Committee: Melodie Thoms, Editor at 412-396-5231; David Nolfi at 412-396-4931; or Tracie Mineo at 412-396-4560.

We hope you enjoy our first issue of *BiblioTech*.

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## Undergraduate Collection Enhancement Projects

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In the 1996/97 fiscal year the Library received \$200,000 in special grant money from Duquesne University President, Dr. John E. Murray Jr. This money was used to enhance the undergraduate collection in support of the core curriculum, the honors program, and world literature courses. Thanks to President Murray the Library again received \$300,000 in the 1997/98 fiscal year in support of the undergraduate collection. These additional monies were used to enhance the Library's holdings of scholarly and significant works of enduring value in all University disciplines. Some specific areas supported by this second project included: the core curricula of the various schools, emerging disciplines, interdisciplinary focal points, and gaps in the collection.

Dr. Paul J. Pugliese, University Librarian, sent a memo concerning the Undergraduate Enhancement Project for 1997/98 to all Deans, Department Chairs, University Library Committee members, Department Liaisons, Library Liaisons to Departments, Faculty Senate Members, Student Government Association, and select faculty members who have shown a special interest in the Library. He emphasized that anyone could order any book on any subject.

We are pleased to report three times as many faculty members participated in the 1997/98 project than in 1996/97. Requests represented all disciplines and, except for duplicate orders and books already in the collection, the majority of the requests were approved. Also, the types of formats included in the 1997/98 project were expanded to include non-print. Requests for this area were mainly videos and music CDs, but there were also requests for CD-ROMs. This special grant more than doubled previous book budgets and took the total materials budget to over \$1 million. In addition, it increased the number of materials ordered, received, and processed by 150 percent. The Library purchased a total of 4,761 titles during the 1996/97 project and 6,651 titles during the 1997/98 project. These purchases were in addition to the Library's normal budgeted purchases.

Bibliographies of the titles added to the collection for both projects are available at the Reference Desk on the fourth floor of the Library. To view them, ask for *The President John E. Murray, Jr. Undergraduate Collection Enhancement Project* bibliographies.

At this time we would like to express our appreciation to all of those faculty and staff who helped to make these projects such a great success. Also, "thank you" to President Murray for providing us with another opportunity to enhance the Library's collection.

## Ethics Bibliography

A special "sub" bibliography of 506 titles for the Undergraduate Collection Enhancement Project 1997/98 was also generated for titles dealing with ethics and morality across the curriculum. This special emphasis proved to be of interest for a number of faculty and the Library received numerous requests in this area from all disciplines. Last year, the Library purchased a number of ethics titles. A total of approximately 700 titles have been added to an already strong collection in ethics. We consider this topic to be one of significant interest and have taken a more formal approach to selecting titles in support of ethics. Enhancing the collection of ethics books supports courses in the College and professional schools on campus and reflects the University's Mission Statement. The Ethics Bibliography can be found at the end of *The President John E. Murray, Jr. Undergraduate Collection Enhancement Project B 1997-1998* bibliography.

## Music CD & Score Collections

For the past three years, the Library has committed funds for the enhancement of the music collection. In the 1995/96 fiscal year, the Library purchased 216 classical CDs and in 1996/97, a total of 174 jazz CDs were added to the collection. This past year, besides adding 291 chamber music CDs to the collection as part of the Dena Jacobson Chamber Music Collection, a total of 600 CDs were purchased. These efforts enhanced the collection by 1,281 CDs. The Library received input from the School of Music faculty for the selection of the CDs. Their interests included the areas of 20th century music, electronic music, jazz, vocal (sacred and secular), and opera. It is the Library's goal to purchase a score for every CD and a CD for every score.

Recently, the Library assessed the status of its current score holdings in order to: determine preservation or replacement needs; to consider shelving and cataloging adjustments; and to gather other information needed for a systematic overview of the collection. Musical scores present a special challenge to collection maintenance because of the range of sizes and multiple parts that make up a complete score. This assessment offered the opportunity to view collection development concerns from a holistic perspective that connects planning for future acquisitions with care of current holdings.

## 291 New CD's Purchased for the Dena Jacobson Chamber Music Collection

As a memorial to Dena Jacobson, her family has established the Dena Ferguson Jacobson Chamber Music Collection in the Gumberg Library at Duquesne University. This collection will commemorate her lifelong love and devotion to the arts and her impressive musical talent for the piano in solo performance and particularly for chamber music.

### Who was Dena Jacobson?

Dena Jacobson discovered early on that music was her life's dedication. During adolescence, her talent for the piano led her teacher to arrange an audition with the renowned pianist pedagogue Arthur Schnabel. She was joined in music making by her younger sister Shirley, who played the violin. In their teens, the sisters established the "Ferguson Trio" with a cellist friend and often played for others. Throughout their lives, Dena and Shirley greatly enjoyed meeting to play chamber music.

Dena's musical education included studies at the Juilliard School in New York City and at the Syracuse University College of Fine Arts where she earned her Bachelor of Music in piano and postgraduate degrees in Public School Music and Library Science.

Dena married Sidney Jacobson in 1945. They settled in Pittsburgh where they raised their two sons. Dena continued her professional work, serving as music and art librarian at the Carnegie Library from 1945 to 1949.

She began her service with Duquesne University in 1957 and remained at Duquesne until her retirement in 1981. In her 24 years of service to the University, she worked as a reference librarian, cataloger, library liaison to the School of Music, and curator for the Rabbi Herman Hailperin Collection. Thanks to Dena's persistence in soliciting materials, the Hailperin Collection has several rare and valuable items.

### What is the Chamber Music Collection?

The Library purchased a total of 291 CDs for the Dena Jacobson Collection. Selecting music CDs is somewhat like purchasing different translations or editions of a Shakespearean play. Although the work may be very standard repertoire, it is the performer or performers who make the particular listening "experience" unique. It is the intent of this collection to provide a variety of "settings" for the same music score. This selection method is also in keeping with the desires of the Jacobson family.

The collection will also feature performance scores of chamber music works including selections in which the piano is featured. This collection not only commemorates Dena's lifelong love for music but also enhances the Library's CD and score collections. The accreditation agency for music schools, the National Association of Schools of Music, recommended strengthening the area of chamber music in the Library's collection. Therefore, this collection fulfills both a personal goal for the Jacobson family and an academic requirement for the Gumberg Library.

## Thinking of Donating Books to the Library?

We look upon gifts as important additions to the Library's collection. Many significant items have been acquired through gift donations and have become valuable resources for the user community. In recent months we have received a number of requests for information about donating gifts to the Library. For this reason, Tracie Mineo, Collection Development Coordinator, has been assigned as the contact person for all donations. She will be glad to hear from you and to answer any questions concerning the donor agreement summarized below:

- The Library will accept gifts of books, journals, and non-print material only if the material is judged to be a potentially significant contribution to the collection. The Library seeks gifts that can support the University's curriculum, and/or faculty research. The Library also seeks gifts to fill specific needs such as the support of newly developed programs.
- Because of the Library's limited resources to handle books requiring special treatment, the Library will only accept books in good to excellent condition. Books that are written in or highlighted will not be added to the collection.
- If a list of donated material is not received from a donor, the Library will not be responsible for creating a list to return to the donor with the acknowledgment.
- The Library will determine the classification, housing and circulation policies of all gift items. Gift collections will not be kept "intact" but will be integrated into the Library's existing collection.
- The Library retains the right to dispose of duplicates and unneeded materials. Items will be returned to the donor at the donor's request and expense. The request to return materials must be made prior to the donation.
- The Library staff is not authorized under IRS regulations to appraise gifts or to provide a signature to any document that applies a monetary value to said gifts for income tax purposes.

Small gifts of less than 10 books (approximately) may be dropped off at the Library. We ask that you do not drop off large collections of books but instead provide a list of the books. In some cases, arrangements can be made for the Collection Development Coordinator to visit a site to look at a collection being considered for donation. We do ask all donors to sign the **Donor Agreement Form**, which is kept on file. All gifts will be acknowledged by a letter.

Inquiries can be made to Tracie Mineo by phone at 412-396-4560 or by email at [eisel@main.library.duq.edu](mailto:eisel@main.library.duq.edu).

## Library Opens a State-of-the-Art Electronic Classroom

In today's rapidly changing world and amid the information explosion, one of the most important roles of academic libraries is to help students become independent learners. The librarian's role has changed from gatekeeper of information to teacher of information literacy skills. In recognition of this changing role, Academic Vice President and Provost, Dr. Michael P. Weber provided the Gumberg Library with a special grant to help establish an Electronic Classroom.

During the 1997/98 academic year, the reference staff conducted 192 library instruction sessions for a total of 4,682 students, staff, and faculty members. The Library's old classroom only allowed instructors to demonstrate computer systems. Much of the instruction took place outside the classroom at the public access computers in the Library. The presence of these classes greatly reduced the number of computers available for other faculty and students to do their research.

The new classroom opened at the start of the Fall Semester. It has space for 41 students and currently houses 22 computers. The Library plans to add computers as funds permit in the future. The classroom's state-of-the-art projection and sound systems allow the instructors to demonstrate computer systems, give slide presentations, and show videos. Another significant feature is that the classroom is connected to the New Media Distribution Center; thus enabling instructors to utilize a multitude of new instructional resources.

Since the classroom opened in August 1998, the reference staff has conducted 74 sessions for a total of 1,735 students, staff, and faculty members. The following reference librarians have contributed a great deal of time and energy to making the Gumberg Library's Information Literacy Program a success: Barbara Adams, Carolyn Cunningham, Arlene Keller, David Nolfi, Pat O'Kane, and Diana Sasso.

The Electronic Classroom enables students to work, along with the instructor's demonstration, on their own computers. The instructors can now directly incorporate hands-on work into demonstrations. Students are now able to try the concepts they learn and to ask questions based on their experiences. The enclosed classroom provides students with an environment that is conducive to learning.

Special thanks to Dr. Weber for his support of this important project and for his continuing efforts on behalf of the Gumberg Library.

**The new classroom has space for 41 students and currently houses 22 computers.**

## Literature Online is Now Available to the Duquesne Community

Literature Online (LION) bills itself as “the home of English and American literature on the World Wide Web,” and it certainly lives up to the name. Through Chadwyck Healey’s site at <http://lion.chadwyck.com>, you have access to 250,000 poems, plays, and novels—fully three-fourths of which are out-of-print.

The poetry collection is extensive: it ranges from 12th century English poems, to the world of contemporary American, Irish, Australian, and British poets, to over 2,500 poems by African-American poets of the 18th and 19th centuries. The strongest parts of the collection are English and American poetry before 1900, arguably the complete canon for those periods, but the modern selections are continually growing, and already feature many of the best poets of the 20th century.

Drama and fiction are also well represented. Literature Online offers access to the full text of 4,000 works of English drama from the Middle Ages to the end of the 19th century, 21 major editions of the English Bible, 77 English prose works from the 18th century, and nearly 600 first editions of early American fiction with accompanying facsimiles. Of particular interest is the collection of editions and adaptations of Shakespeare, comprising 11 major editions from the First Folio forward, over 100 adaptations and sequels, selected apocrypha and related works, and contemporary printings of the individual plays.

Along with this large body of primary texts, Literature Online also offers access to catalogs, reference works such as the *Cambridge Biographical Encyclopedia* and *Webster’s Third New International Dictionary*, and bibliographies such as the *Bibliography of American Literature* and the *Annual Bibliography of English Language and Literature (ABELL)*.

Literature Online makes full use of its nature as a web site. Editors at Chadwyck-Healey have drawn together a list of links to more than 16,000 quality literary resources on the Web, providing a brief informational abstract for each. A simple classification scheme shows you, at a glance, whether a resource is a primary text, author page, electronic journal, or discussion group. LION also hosts a Writer-In-Residence. The residency changes every six months and is an opportunity for students and other writers to interact with an established writer. The Writer-In-Residence helps writers and students explore the world of literature through online workshops, master classes and other online discussions.

LION also features a Master Index—a comprehensive list of authors, works and other literary resources. So whether you are looking for a primary or a secondary source, a medieval play or a contemporary poem, we hope that you will find Literature Online to be a convenient and valuable research tool.

## Library Participates in Grant with Western Pennsylvania High Schools

Duquesne University, Gannon University, St. Vincent College, and 21 Catholic high schools in the Pittsburgh, Greensburg, and Erie Dioceses received \$500,000 grant from the Commonwealth of Pennsylvania’s Link-to-Learn initiative. Together with in-kind contributions from Duquesne, Gannon, and St. Vincent, the grant will fund a project to address the development of the essential skills of information problem-solving—generally known as information literacy—in the 21 participating high schools.

As a preliminary step, the partner institutions are identifying the prerequisite skills for high school teacher-librarians to enable them to serve as catalysts and resources for professional development of faculty in their schools. The project staff will provide information literacy skill development workshops for the high school teacher-librarians and administrators. The teacher-librarians will then provide workshops for classroom teachers in their schools, and ultimately to the students. The longer-term goal is to include information literacy components in the curricula for all subjects taught.

An important goal of the project is to create an awareness of information literacy skills and to stress the importance of those skills to the high schools’ administrators, teacher-librarians, classroom teachers, and students. In order to support the growth of these skills, the project staff will attempt to establish a baseline information technology infrastructure for all participating high schools as well as a minimum level of staff competency.

Lynda Barner-West, executive director of Duquesne’s Center for Academic Technology, is the Project Director. University Librarian Dr. Paul J. Pugliese serves as a member of the executive steering committee, which provides fiscal oversight for the project. Diana Sasso, the Director of the Gumberg Library’s Information Services Division, is an information literacy specialist for the project and acts as a consultant to the project staff.

The project staff will publish reports on its homepage <http://dewey.cc.duq.edu>. It is hoped that their experiences will serve as a model to other educational institutions attempting to address information literacy needs.



**Paul DeMilio**  
*University Archivist*

### Remote Access to the Gumberg Library Via PASS

During the summer of 1998, the Gumberg Library added PASS (Password Access Software System) to its spectrum of services. PASS allows Duquesne researchers to use nearly all of the Library's databases from any computer with access to the Internet and a Web browser. PASS will allow you to use the Library's computer systems from your home, the office, campus laboratories, the living/learning centers, conferences, or any other place where you have access to the Internet. Additionally, PASS allows you to do research 24 hours a day, 7 days a week.

PASS is available only to registered Duquesne University faculty, staff, and students with a valid ID. When you access PASS, use the last 10 digits of your ID

number as both your user name and password. This verifies that you are currently registered and gives you access to the Library system.

Password verification is what makes PASS unique. Unlike other systems, it does not require you to use a Duquesne Internet address. PASS allows

you to connect to the Gumberg Library from any Internet service provider. Thus, PASS provides off-campus access to members of the Duquesne Community for whom Duquesne Dialup PPP is not a practical solution, such as: distance learners, faculty, and commuters.

In order to use PASS, you must first download and install a "plug-in" (sometimes called a helper application) for your Web browser. Complete directions are available on the Library's homepage <<http://www.duq.edu/library>>. Some faculty and students have experienced printer incompatibility with PASS. If you encounter a printing problem or need further assistance with the installation process, call the Reference Desk at 412-396-6133 or send email to [ASKREF@duq.edu](mailto:ASKREF@duq.edu).

Paul is an alumnus of Duquesne University. He received his bachelor's degree in History and Political Science in 1986 and continued his education on the Bluff with a master's degree in History. In 1992, Paul became the assistant archivist and within a year he was promoted to University Archivist. Recently he was appointed Curator of the Michael A. Musmanno Collection. Paul maintains a professional membership in the Society of American Archivists and the Mid-Atlantic Regional Archives Conference. He is also on the board of directors for the Western Pennsylvania Catholic Historical Society.

When Paul is not busy organizing the University Archives or the Musmanno Collection, he is enjoying his role as a husband and father. His wife Felicia is also a Duquesne University graduate and employee. They have two children—Jackie, two years and Daniel, six months.



## Duquesne University Archives *By Paul Demilio*

The University Archives serves as the corporate memory of Duquesne University. The Archives consists of a variety of collections reflecting the various activities of the University. Most of the collections consist of records of permanent value from the many University departments, divisions, schools, and organizations. Also housed in the Archives is a large photograph collection, course catalogs dating back to 1901, commencement programs from as early as 1885, student registers from the 1880s, all the University yearbooks and all of the Alumni News publications, various newsletters, scrapbooks, student publications, and many other interesting items.

The overall function of the University Archives is to serve as an information service. The purpose of preserving records is to make them useful to University faculty, staff, students, alumni, and those outside of the Duquesne Community. A variety of researchers use the more than 1,000 linear feet of material every year, and about 250 requests are made to the Archives annually. Most of the collections in the Archives are normally open for use by patrons, although some are restricted because the records are of a confidential nature. The Archives can be used by qualified scholars for research or for providing information to University personnel. Many of the requests are from the University, although a surprising number are from those not affiliated with Duquesne, but interested in some aspect of our history. Genealogists also frequent the Archives.

Although many people think archivists sift through dusty old records all day, this is not entirely true. Archivists are also interested in collecting current information and documentation. This is one of the major functions of an archivist. In order to provide a useful archives, it is necessary to continually collect records and other material because that material provides information for the future. Today's records are tomorrow's history. Therefore, it is important to think of the needs of the researchers of tomorrow, whether that be next year, in 50 years or in 100 years. Consequently, the University Archives is continually growing just as the University becomes older and grows. The Archives normally acquires about 65 linear feet of new material every year.

Cataloging the many collections and material along with preserving them, are two other functions of the Archives. An archives works much the way a library does in that the records are cataloged and finding aids are produced. In order to provide adequate information services, it is essential to complete finding aids for each collection. These finding aids then help guide the users to specific items in the Archives. Because in the past the Archives was never staffed on a full-time basis, there was a tremendous amount of cataloging backlog. Much work has been

done to alleviate this situation, but the Archives is still not yet fully cataloged.

Preservation must be considered the moment records are transferred to the Archives. The Archivist must attempt to preserve the records indefinitely, since they will be used indefinitely. Because for the most part the records and/or material received by the Archives is one-of-a-kind, or the only available copy, work must be done to adequately preserve the material. Although this can create challenges because of limited resources, the basic preservation guidelines are as follows: all file folders and boxes must be acid-free and all photographs are placed in protective sleeves. Additionally, the Archives room is kept cool and dry.

The Archivist also prepares a number of exhibits for a variety of University events, that are displayed throughout campus. Reactions to these exhibits are always positive as they are good reminders of what we were. They provide a first-hand visualization of the Duquesne of yesterday.

Many times the Archivist is asked to list some of the more interesting items in the Archives. This can be difficult because there are so many, and because it is all interesting to a point as everything is a window into the school's past. One of the favorites of the Archivist is the photographs, especially the ones of the campus. It is incredible how much the campus has changed and these photographs alone can tell the story of Duquesne's tremendous growth.

The University Archives also has an extensive Web Page that provides all types of information about its functions. One part of the site lists all of the collections that are available in the University Archives, and another section is an exhibit of the history of Duquesne. It displays photographs and highlights from every decade of Duquesne's history. This page is part of the Gumberg Library Web site <<http://www.duq.edu/library>>, and is available through the Special Collections section.

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## Pittsburgh Peace Institute Collection

Melodie Thoms, the Director of Collection Development and Tracie Mineo, the Collection Development Coordinator, accompanied Father William Headley, Coordinator of the Conflict Resolution & Peace Studies Program of the Graduate Center for Social & Public Policy, to the East Liberty Presbyterian Church to examine the Pittsburgh Peace Institute's collection. The Library acquired this collection after a full assessment had been made. It was believed that this collection would be of interest to students enrolled in the Social & Public Policy Graduate Program.

Father Headley was able to evaluate the collection's emphasis and felt that the collection dealt with the specific time period of the 1970s and 1980s including topics such as: nuclear war, the Vietnam War, non-violence, peace and disarmament. While this is not the emphasis of the curriculum at Duquesne, Father felt that this material would provide a historical foundation for the more current topics on conflict and conflict resolution.

The collection included books, periodicals, videos, audio cassettes, United Nations reports, group minutes, newsletters, curriculum-type materials, juvenile literature, biographies of key people, and classic texts. The scope of the collection ranged from the more mainline/general handling of the subject to the more technical.

Tracie Mineo is currently assessing the collection - checking DuCat, the Library's online catalog, for duplication, replacing worn Library copies with newer editions, and adding any significant titles to our collection. To date 353 books and 17 videos have been added.

# BiblioTech

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