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INFORMATION SERVICES @ CONNECTICUT COLLEGE

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Diversity Outreach Committee at Work

Each year Information Services carefully evaluates its resources and services to determine where it can provide new and innovative support to the college community. The results of these discussions appear in the Annual Plan which is published each year and posted on the Information Services website. This year, among the various technology-related and library resource proposals, you will find an objective for 2005/2006 "to develop and implement a plan for Information Services to provide enhanced library and technology support for students with special needs."

The College's commitment to prepare students to be active and effective citizens in a global society demands that all aspects of the campus community reflect the democratic and diverse environment we strive to create. Information Services supports this mission by providing the resources, services and facilities that foster a supportive environment for all students, no matter what needs they may bring to their learning experiences.

Seven members of the Information Services staff began their work during the fall semester by inviting a select group of faculty, staff and students to provide their insights and recommendations. Their input resulted in an action plan that reaches out to users by improving multicultural communications, collaborating with other campus offices and organizations, and enhancing awareness of new and existing resources. Small changes are already underway including the development of an Information Services diversity services website, the expansion of the resources in the libraries' assistive technology area, and the enhancement of research and instruction services to provide focused support for students with disabilities, international students, students of color, and first-generation college students.

Information Services recognizes that this ongoing initiative will extend far beyond the 2005/2006 academic year. To make this a success we seek and encourage suggestions and recommendations from everyone working with our diverse community of students.

Diversity Outreach Committee: Don Blevins, Ruth Seeley, Ashley Hanson, Lorraine McKinney, Nova Seals, Beth Hansen, and Kevin DiMinno.

Message from the VP

Connecticut College will celebrate two important anniversaries this year and Information Services will lead the cheers. Thirty years ago this fall, the new Connecticut College Library (that replaced the outgrown Palmer Library) was dedicated with an address by Kurt Vonnegut. Photographs of leading authors by his wife, noted photographer Jill Krementz, now grace the walls of the building that was later named in honor of President Charles E. Shain, under whose administration the new library was planned.

> During the summer, a new Information Services website will be unveiled that unites the IS organization in a virtual way and will provide easier navigation to its services and resources.

As Shain Library begins its fourth decade of service, few would have predicted the changes in the use of the space over the past 30 years. From hosting digital services to open-access computing workstations to electronic classrooms to the Blue Camel Café, the Shain Library has served the college well. (But, make no mistake, it needs to be renovated and expanded to serve the college well for another thirty years!)

With another anniversary, Information Services itself celebrates ten years as a combined organization of library, instructional and information technology services. When the college adopted this innovative organizational model, few other colleges of our size and type had tried it, and a few who had were not successful. Fortunately, thanks primarily I think to the quality and dedication of the staff in Information Services, the model at Conn is successful and has been used as a guide for several other liberal arts colleges, including Middlebury, Wheaton, and Dickinson. Currently there are some 25 colleges of our size and type that have combined organizations, including Bryn Mawr, Rhodes, Bates, Bucknell, Mt. Holyoke, Wellesley, Kenyon, and Lake Forest. Earlham, Haverford, and Brandeis have all adopted the combined organization model in the last couple of years.

During the summer, a new Information Services website will be unveiled that unites the IS organization in a virtual way and will provide easier navigation to its services and resources. We also are planning a lecture series in the fall dealing with the future of libraries and information technology in higher education. And, maybe we'll throw a party, who knows?

W. Lee Hisle
Vice President for Information Services
    and Librarian of the College

INFORMATION SERVICES
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A Eulogy to the Slide Library

Art is created in the light, but art history is studied in the dark. When the lights dim in lecture halls throughout academia, an apparition of an artwork appears, and class begins. During the late 19th century, that image emanated from the light of a candle inside what was called a magic lantern. When Connecticut College began teaching art and architectural history, the magic had worn off, zapped by electricity. Backed by an arsenal of four bazooka-like electrical lantern slide projectors, the college's collection of lantern slides grew annually and by 1960 peaked at 35,000. Then the luster of lantern slides began to fade.

Fade indeed, as the black and white and large lantern slide was upstaged by the more compact and more colorful 35mm slide. The Slide Library accessioned and circulated both formats. During the transitional 1960s, the big, clunky lantern slide projector and the big, clunky 35mm slide projector both stood guard side-by-side in the rear of the lecture hall. During the early 1980s, the manually-advanced slide projector was replaced by the remote-controlled and sleek Kodak carousel projector, and 1989 marked the final year that a lantern slide hit the silver screen in a classroom at Conn College.

In 1995, the Slide Library donated two of its four lantern slide projectors to Williams College, which still actively showed lantern slides in class. With its 35mm collection expanded to over 100,000, the Slide Library, which had been sunny and spacious, soon was just sunny. So in 1997, one-quarter of its lantern slides were weeded and donated to science. The Conservation Studies Department of the University of Delaware transported the lantern slides to their labs to conduct experiments upon them, some of them quite chilling. In 1999, over half of the remaining collection was further weeded and offered to posterity. A

photographer from Pittsburgh packed them into a pickup truck, and driving away into the sunset, he delivered them to a photo archive in its formative years of creating a visual arts museum intended for children.

> After many years of enhancement, the slide collection had evolved to near perfection. Now almost totally perfect … and now almost totally useless.

In 1996, the Slide Library changed its name to the Visual Resources Library to reflect once again a changing technology, this one courtesy of the personal computer. For nearly a century at Conn College, art history professors spent twice the time preparing lectures than did other professors. First they prepared their lectures, then they pulled slides from the cabinet

drawers in the Slide Library, then depending upon what slides they sought but could not find, and what slides they found though they had not sought, they prepared their lectures yet again.

The transition from B&W lantern slides to 35mm color slides spanned 30 years. But the transition from 35mm film to digital imaging occurred virtually overnight. The art history professors very quickly became enamored with the prospect of never again needing to pull a slide, that is, once it was scanned, and once the scan resided on their hard drive. Farewell to the little gems and jewels called slides. And farewell to slides in the Visual Resources Library. After many years of enhancement and replacement, the slide collection had evolved to near perfection. Now almost totally perfect … and now almost totally useless.

When professors request a digital image, they often do so through email. And when the Visual Resources Librarian provides that image, that too is done through email, even when their two offices are next door. The Visual Resources Library, which once had been a busy and cozy haven of art history and art professors, now has become very quiet and forlorn.

If a poor quality slide had not circulated once during the past 20 years, it certainly will never circulate even once in the next 200 years. So during the past half year, nearly half of the slide collection was weeded. Emptied slide cabinets and excess slide supplies were sold or donated to other colleges still teaching with slides. In light of the possibility that in another scant 20 years someone will come along and simply discard the entire remaining collection, this lesson in the evanescence of existence is even more sobering. Indeed, a scan stands to a slide, as a slide stands to art, as art stands to life.

Library Adds Timesaving Central Search

During the fall semester the Library added Central Search to its growing arsenal of search tools. Central Search, provided by Serials Solutions, allows researchers to search for information across multiple resources with a single, easy to use interface. With one click, users can search all the databases in a specific subject area or individually select a group of favorite databases. Along with access to most scholarly databases and indexes, Central Search also provides links to book collections including the CTW Catalog, WorldCat and ebrary.

Once a search is executed in Central Search a list of results by source (database or book collection) will be displayed and can be sorted by date, title, author or source. A newly added feature allows searches to be limited to peer-reviewed citations and/or full-text only.

While it is a powerful research tool, Central Search is clearly still a work in progress. To try Central Search, go to the Library homepage and click on the "Articles" link under "Finding". Or, for more information, ask for a demo from one of the librarians at the reference desk.

Library Scholarship

The 2006 Library Scholarship has been awarded to Amy E. Danna McCue '2000. Amy was a double Psychology and Sociology major at Connecticut College and she is currently enrolled in the Masters in Library and Information Science Program at Southern Connecticut State University. She loves working with young people and hopes to find a position in a public library as a youth/children's librarian. The Library Scholarship Award was established in 1993 with the generous support of the Friends of the Library to encourage the professional development of a Connecticut College senior or graduate in the fields of library science, book conservation or archival management.

Technology Instruction

Information Services offers free technology instruction to members of the campus community. The following classes will be offered during the Spring Semester but you must register in advance. Check the Technology Training Schedule for times.

Workshops offered each semester include classes about:
- Learn to Use RefWorks
- Creating PDF Documents
- Intro to PowerPoint
- Scanning Images (PC Platform)
- Information Security Awareness for Faculty and Staff
- ARTstor - not just Art and not a Store
- Basic Microsoft Excel
- Advanced Microsoft Excel
- Graphing with Excel
- Photoshop Fun 101
- Photoshop 303
- Enhancing your WebCT Site Adding Sounds with Wimba

For the first time, Information Services will be offering a "Basic Computer Skills" course to alumni on the Friday of Reunion 2006 weekend.

IS Student Workers

My name is Alex Lanstein, class of 2007. I've been working for Information Services since the winter of my freshman year. I had a few technical conversations with one of my now current bosses, John Schaeffer, and I convinced him to give me a chance. As I already had extensive network experience, the first day on the job he had me installing network gear equivalent in price to a well-equipped Mercedes.

Since that time I've had the opportunity to take part in major campus technology projects, including the replacement of all our old network devices from the dorms and much of the hardware from academic buildings, installing tens of wireless access points, wiring new network connections, and writing software to migrate e-mail accounts between different formats. Most recently, I've been writing web modules to allow for better logging and integration with Cisco Clean Access, the campus authentication agent. I've also had the opportunity to work at other IS service points, such as at the help desk, media services, and in the telephone room.

Privately, I run a web hosting company that provides clients in 20 countries with email, web, and ecommerce services. The crossover of the two jobs has allowed me to operate both more effectively. On the side I do freelance computer security research and am an editor for a few online security publications. And in my spare time I enjoy keeping track of the shots and goals for the Women's Ice Hockey Team.

for my CELS-sponsored internship, I went back home to intern at Korle-Bu Teaching Hospital in Ghana, where I worked with medical teams

My name is Nana Yaa Anima Baffour-Awuah, class of '06. I am from Ghana, in West Africa, and my whole family lives in Ghana. After living in four different regions in Ghana, my family finally settled in Accra.

At Conn, I am a biochemistry major and a pre-med student as well. I have done research in computational chemistry on Green Fluorescent Protein, GFP, with Professor Marc Zimmer and my senior honors thesis is based on the work I have done with him during the past two and a half years. Last summer, for my CELS-sponsored internship, I went back home to intern at Korle-Bu Teaching Hospital in Ghana, where I worked with medical teams in the departments of internal medicine, pediatrics, obstetrics and gynecology, and surgery. I hope to go to med school after I graduate. I have also been part of the Unity Gospel Choir for three years.

My work at the language lab has helped me improve my oral communication skills greatly. As a lab assistant, I need tact and courtesy when I interact with the students and faculty who use the lab. I also have a profound appreciation for languages and I was studying French for a while but had to put it on hold because of my course load. I hope to take it up again someday. Being part of a department that provides resources for language study has been a great experience for me.

Classroom Renovations Planned for Summer 2006

Thanks to a team effort by the Classroom Improvement Committee and Advancement and outstanding support from our alums and trustees, we will be renovating four classrooms in the next phase of the Classroom Improvement Plan.
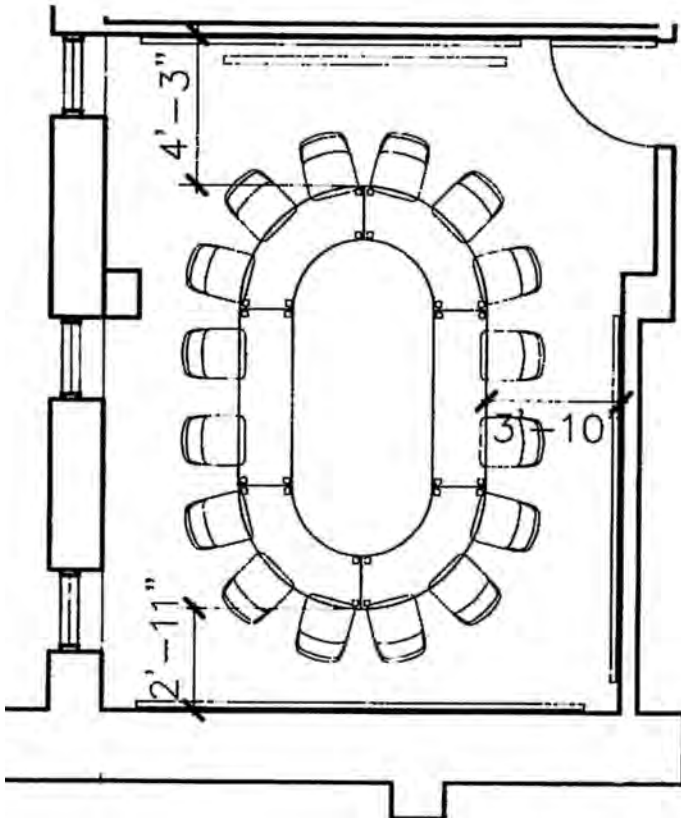

Classroom layout of Blaustein Hall Room 212 after the renovation.

The renovation of Blaustein 212 provides the College with an exciting opportunity to create a model of how to transform a classroom with a specific cultural ambiance into a next generation teaching facility while retaining an international flair that will be appreciated by all classes using the room. The renovation will include a glass-front cabinet containing cultural objects essential to teaching Chinese, and a map of China will serve both as artwork and as a reference for class use. Digital versions of maps and texts will be provided as well as access to teaching materials through course web sites. The room will seat 16, an ideal space for the new first-year seminar program.
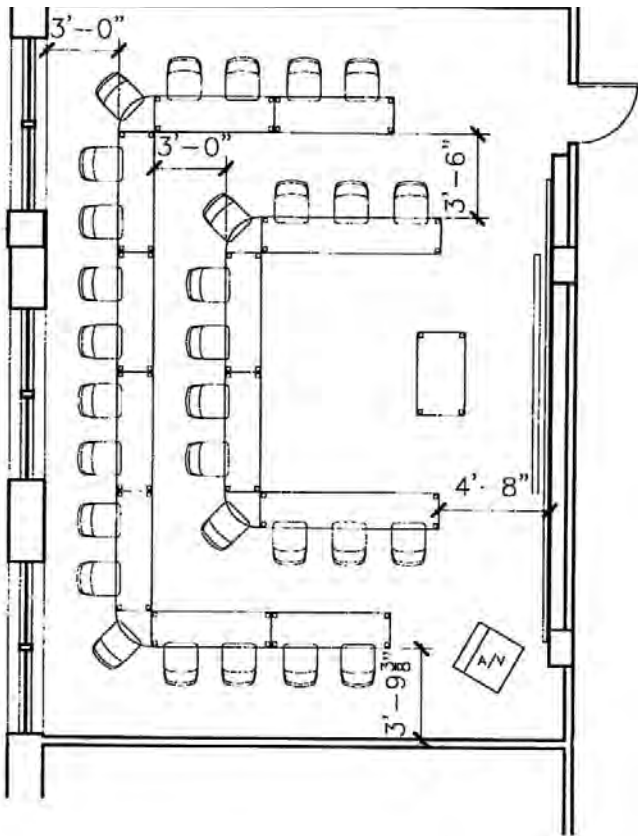
Cummings 307 will be the first classroom to be renovated in the Cummings Art Center and will provide faculty with opportunities to use technology in new and innovative ways in the arts and across the curriculum. A permanent projection system and media podium will be especially valuable for courses in these visually-oriented disciplines, while supporting courses in other areas. Currently the seating in Cummings 307 consists of cramped rows of fixed bright orange plastic seats. The renovated room will contain rows of tables and comfortable, flexible chairs on wheels, seating 27.

Bill 307 currently is uncomfortable, inflexible and contains no technology-based resources to enhance teaching. During the renovation the tiers of fixed wood chairs facing a narrow wall will be removed and this ugly duckling will be transformed into a modern classroom with a lecture/discussion configuration reoriented to have a longer wall serve as
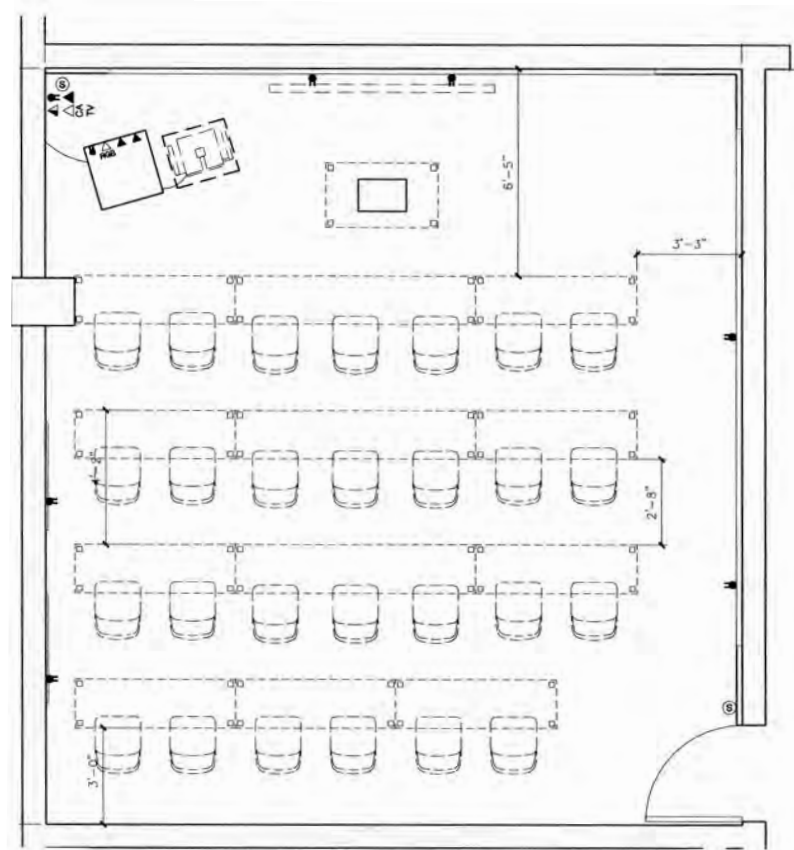
Classroom layout of Cummings Room 307 after the renovation.

Classroom layout of Bill Hall Room 307 after the renovation.

the front. This room will be in great demand by Psychology department faculty as the Psychology department is located in Bill Hall, but will be popular for classes across the curriculum as it will be a perfect size for many courses (seating 30) and will provide not only a seating configuration to support lectures but also to encourage discussions. Also the technologies in the renovated Bill 307 will provide users of the room with access to many new resources for both teaching and learning.

Blaustein 203 will be the College's first renovated flexible lecture room and is sure to become one of the most requested classrooms on campus, seating 40. The current wood tablet arm chairs will be replaced with four rows of two-person tables on wheels and comfortable, adjustable chairs on wheels, and it will contain the technology-accessible resources requested for use by faculty and students. The furniture can be rearranged to support lectures, discussions, or group work as needed prior to or during class sessions, giving faculty the flexibility to support both traditional and new ways of teaching and learning.
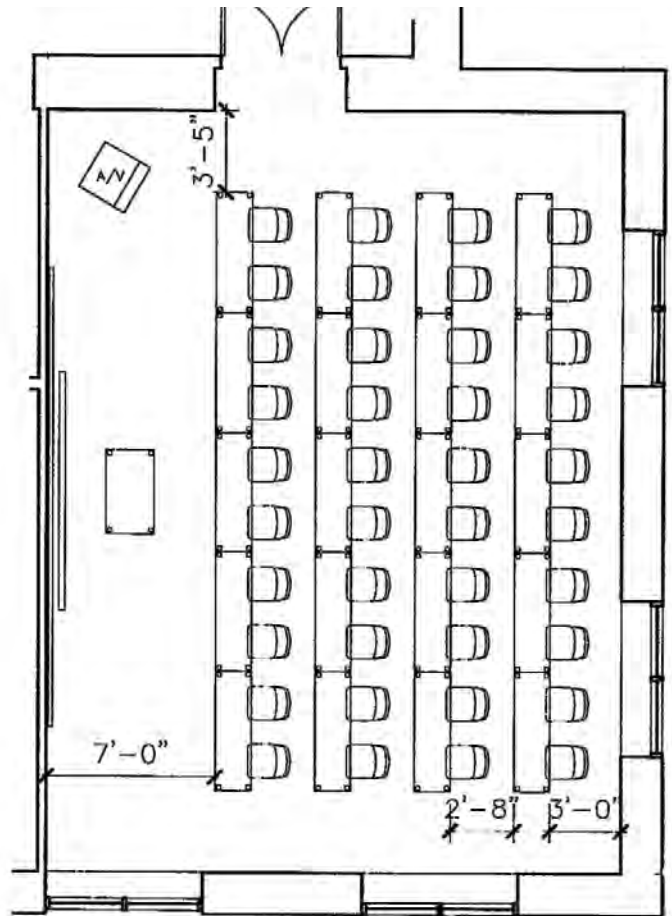
Classroom layout of Blaustein Room 203 after the renovation.

10 Things You Should Do Unto Your Mac Computer Before It Undoes It Unto You

1. Back up your data. Repeat: Back up your data. Back up once a week, or once a month, or once every full moon, just not once in a blue moon. Burn your backup onto a CD or duplicate it to a USB flash drive or external hard drive. Your individualized data are all stored in your Home Directory. In Finder, that's Go menu → Home.

2. Use strong passwords. Strong passwords contain a combination of numbers and upper and lower case letters, and preferably are not even words, not in English anyway. Be inventive, be poetic, be quixotic, just don't be predictable. Note that you no longer need to restrict passwords to between 6 to 8 characters.

3. Do not share your password with anyone. Change it frequently via CamelWeb → My Profile → Change My Password. When you change your CC network password, you are changing it for all your network connection settings: Internal Modem dial-up; wireless network and VPN connection both found in Applications → Internet Connect; LDAP found in Applications → Address Book > Address Book menu → Preferences; and your email client.

4. Consider configuring your Mac so that your user account password must wake your computer from Sleep. Apple menu → System preferences → Personal → Security. Then before you walk away from your computer, to restrict access by others, put your Mac to sleep. Apple menu à → Sleep. Or activate your screen saver by tucking your cursor into your screen's lower left corner.

5. When notified of Software Updates, install them within a week. Should an update need immediate installation, the Mac Support Team will alert you. To run Software Update manually, that's Apple Menu > System Preferences → System → Software Update. Before installing updates or new software, back up your data.

6. Your anti-virus software will update itself automatically, will scan the files in your Home Directory weekly, your entire computer monthly, and scan immediately any disks that you insert.

7. If you are nearing your email quota, consider using a local folder on your Mac to archive email. In OS X Mail, that's Mailbox menu → New Mailbox → On My Mac. Then drag any mailboxes, especially the biggies Inbox and Sent, and drop them on the new folder. Note that you will be responsible for backing up any email stored locally.

8. The web is a scary place. Be wary of pop-up boxes. Never click within a suspicious pop-up box itself, instead click the upper-left corner red button for Close Window. In Safari, to block pop-up windows, that's Safari menu → Block Pop-Up Windows.

9. If you need help, please first contact the Help Desk at help@ or x4357. If the Help Desk helper is not familiar with Macs, your call will be forwarded to the Mac support team. Please do not call the Mac support team directly.

10. Contrary to what Windows users might wish, not all computers on campus run Windows. Whenever you read the phrase "your computer" in a campus document, generally it is referring specifically to a Windows PC. Mac users do not have a My Documents folder or a My Computer icon. Better not to use Internet Explorer as your web browser (use Safari), but if you do use Explorer, you cannot run Tools menu > Windows Update. To log on, you don't press Ctrl- Alt-Del. And you don't have a "c:\" drive. But same as for Windows users, you do need to backup your data.

Back up your data

Information Services does not back up the contents of your hard drive. Individual computer users are responsible for backing up the data on their own machines. To back up your data we recommend that you use either a USB flash drive, CD-R or external hard drive. If you need more information about how to back up your documents, contact the Help Desk at ext 4357. If you need to purchase a back up device, contact Kevin DiMinno at ext 5127.

Chu-Griffis Spring Exhibition

On Wednesday, April 12, at 4:30 there will be an opening and reception for the Charles Chu Asian Art Reading Room spring exhibition, *New Buddhist Art from China: Paintings by Gao Shan and Wang Feng.* Buddhist art has a two thousand year history in China, interrupted briefly by the Cultural Revolution. New artists such as Gao Shan and Wang Feng have interpreted the ancient traditions in new ways. There will be a gallery talk by the curator of the exhibition, Ning Qiang, Chu-Niblack Associate Professor of Art History.

10 Years of Information Services

Connecticut College has been celebrating a landmark anniversary in 2005-2006. This is the 10th year of the formation of Information Services, the administrative entity that resulted from the merger of seven departments into one: libraries, academic computing, administrative computing, telecommunications, networking, the language laboratory, and media services. Eventually, the slide library, now known as the Visual Resources Library, would join this group.

Driven by the popular embrace of the Internet as a means of communication and of disseminating information, the early 1990s witnessed an explosion in the opportunities offered by information technology. Options and expectations grew at a tremendous rate and so did costs. Libraries traditionally have offered access to infor-

mation but increasingly expensive technology was needed to support it. Academic institutions had to find a way to support the growing needs of students, faculty and staff for a user-friendly approach to the new information and technology-driven research and working environment. The solution at Connecticut College was to create a merged organization called Information Services.

Although after ten successful years the idea of a merger between libraries and computer centers seems like common sense; in 1994 this idea was almost revolutionary. At that time the Strategic Planning Team for Technology recommended "…that the management [of Information Services] should be centralized, and that its connections to faculty, administrative staff and students be guided more from the perspective of users, than by the dic-

tates of traditional organization charts." In response to this mandate, library and academic and administrative computing departments were reshaped into teams that were encouraged to work together on common projects and goals under the direction of the Dean of Information Services, formerly the Librarian of the College, a position that later became the Vice President for Information Services and Librarian of the College.

This pioneering effort has lasted ten years and is still going strong. During this period the Information Services organization chart has undergone many permutations and the effort to achieve a unified purpose has not always been easy, but it seems certain that the organization now known as Information Services is flexible enough to adapt to the challenges of the next ten years.

Connecticut College goes to Iron Mountain

During December 2005, Information Services coordinated its first off-site transfer of college records to an Iron Mountain facility, this one right here in Connecticut. Iron Mountain is a national vendor which provides state of the art assistance to businesses and institutions with their

records storage, records management, and records destruction.

In the first transfer, 224 cartons of records retained for legal or functional purposes departed the campus, thus freeing space for other activities or storage. Accounting, Advancement, and College Relations took advantage

of this opportunity for off-site records management. In Becker House, in the basement space now cleared, a computer lab for the Economics Department is being built. Such off-site transfers of physical hard-copy records are coordinated by the College Archives.

Looking for films?

From *Abouna* to *Zorba the Greek*, Shain Library, Greer Music Library and the Language Lab collectively have over 7,000 videocassettes and DVDs in their collections. The videos cover a wide range of subjects and include both English feature films and documentaries, and an extensive collection of foreign films.

To help you find what you are looking for Caravan now features a Videos link from the library home-

page. Use this link to quickly search videos in Caravan by keyword or title. Can't find it? Try the Advanced Video Searching page linked from this page and perform your search in Caravan. Advanced Video Searching offers sophisticated search options using descriptors including feature films, documentaries, actors, directors, language and even running time. To create your own list of "must see" films, a keyword Boolean search in Caravan for "feature films" and "video-recording" sorted by date, for example, will allow you to identify the most recent releases available through the library collections.

At Shain, most videos and DVDs are located in the southeast corner of the main floor of the library next to the elevator. Feature films are arranged

by title, while documentaries are assigned an LC call number by subject. For example, dance films are found under "GV." Those designated as "Temporarily Shelved at… Reserve Desk" must be requested at the circulation desk and can be viewed at one of the five video viewing stations and three video viewing rooms available in Shain Library or the facilities available in Greer Music Library.

Still can't find what you're looking for? All current Connecticut College faculty students and staff can place CTW requests for videos and DVDs held by Wesleyan and Trinity. Or consider making a recommendation for purchase through your library liaison. As always, if you need assistance, visit the reference desk or call us at 439-2655.

PBS Program on Eugene O'Neill – March 27

Eugene O'Neill—-New London's not always favorite son—-has long been considered one of the greatest American playwrights. On March 27, local public television stations aired acclaimed filmmaker Ric Burns' documentary of the life and work of O'Neill as part of the American Masters series. Many of the images used in the film were provided by the Sheaffer-O'Neill Collection in the Special Collections of Shain Library.

Young Eugene in New London   (Sheaffer-O'Neill Collection)

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