

# SECOND STORY NORTH

The Newsletter of the LeRoy M. Douglas Sr. Library



## Summer Library Hours

Mon-Wed 8:00 am-4:30 pm  
 Tues-Thurs 8:00 am-7:00 pm  
 Friday 8:00 am-1:00 pm  
 Media closes at 6:00 pm on Tu & Th

## Virtual Library Hours

24/7

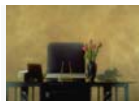
[www.clinton.edu/DouglasLibrary](http://www.clinton.edu/DouglasLibrary)



## Contact Us

|                |          |
|----------------|----------|
| Director       | 562-4248 |
| Adm. Assistant | 562-4245 |
| Circulation    | 562-4241 |
| Media          | 562-4243 |
| Media Tech.    | 562-4244 |
| Reference      | 562-4240 |
| Tech. Services | 562-4246 |

Second Story North is published bimonthly by the staff of the Douglas Library. It is available online at: [www.clinton.edu/DouglasLibrary/2ndStoryNorth.cxml](http://www.clinton.edu/DouglasLibrary/2ndStoryNorth.cxml)



## Summer Activity in the Library

When I was a kid in Hampton, Virginia, I spent hours and hours in the library when summer came around. It was often 90 degrees and 90% humidity outside, and when the wind was coming from the direction of the Chesapeake Bay Crab Factory, it was like being in the pot with the crabs.

But the library was cool, dry and quiet, and the sea monsters I encountered were in the pages of the science fiction books I was devouring. Little did I know that the staff were working furiously behind the scenes to get ready for another school year. Then they were probably typing the many cards associated with each new book; now we're linking

## DIRECTOR'S DESK

up databases, preparing assessment reports and, once again, changing technologies. I was just starting to hear about home VCRs on the pages of *Popular Mechanics* back in 1976; now we're beginning the end of that collection in favor of DVDs. No kidding; in a couple of years when our videotapes are gone, we'll likely be looking at phasing out DVDs in favor of streamed content.

This issue is dedicated to the behind-the-scenes work that happens in the library in the summer. When not inventorying, shifting books, and analyzing new databases, you may find the staff working on acquisitions or weeding projects, upgrading print services to electronic access, and greeting former hotel employees and alumni of the college and seminary.

Librarianship is basically about organizing and providing access to information, and all you have to do is turn on just about any electronic device these days to see what a challenge that is, and why we work so hard in the summer!

Speaking of hard work, this is a great opportunity for me to welcome Anne de la Chapelle, our new part-time librarian. Anne hit the ground running in the middle of the spring semester, and has already blessed our students, staff and faculty with her experience as the library director in Westport, her extensive knowledge of history and horticulture, and her dedication to helping students find the information they need. Welcome, Anne!



## CIRCULATION DESK

### Inventory and Shift

Inventorying books is an annual summer task conducted to maintain order in our stack area. It also alerts us to missing, misshelved, and overdue books, and books in need of repair. We also clean and reshelve books simultaneously as we scan the barcode of every book (over 39,000) during the inventory process. Once

the data is scanned into the computer, it is uploaded to our library management system where we generate reports. We then read the reports and verify whether or not books are actually missing or just misshelved. This is a process that all libraries conduct on a regular basis to ensure efficiency for patron use.

During the academic year we acquire new books and,

if time allows, move sections of books to accommodate the new additions. In the summer, shelf space is re-assessed and major shifting of books occurs with the help of all the library staff, often accomplished by forming a "bucket brigade." Anyone interested in experiencing our book bucket brigade can call the circulation desk for information.



## FAQS

*? I worked on my research paper for hours, then my computer froze. I had to retype my entire paper. How do I prevent this from happening again?*

**A. Get in the habit of saving your work every twenty minutes or so. If your computer freezes, you'll only lose about twenty minutes of work.**

*? Now that my paper is finished, I want to be able to retrieve it later. What should I do?*

**A. Save your paper in two formats. For example, save your paper to a USB drive, also known as a thumb or flash drive, then email your paper to yourself.**

*? How do I email my paper to myself?*

**A. Follow these steps:**

1. Go to <http://www.clinton.edu/NIS/webmail.cxml>, and open your CCC email account.
2. Click **New**.
3. In the box next to the word, "To," type your email address.
4. If you like, in the box next to the word, "subject," type a subject, as the title of your paper.
5. Click **Insert**.
6. Click **File**.
7. Click the title of your paper.
8. Click **Insert** (not the one you clicked before. Click the one above the word, "Cancel.")
9. Click **Send**.



## MEDIA SERVICES DESK

### The Decline and Fall of VHS

That old standby, VHS format, is rapidly being replaced by DVDs. Media and Tech Services staff are in the throes of assessing the library's collection of 3000+ VHS-format titles. With feedback from full and part-time faculty about which titles should be retained, the staff will build a viable collection that will continue to circulate.

### New DVD Titles

\* *Blood Diamond*—drama of

diamonds-for-arms trafficking in Africa.

\* *China Blue*—a journey inside a blue-jeans factory/sweatshop in China.

\* *Flags of Our Fathers & Letters from Iwo Jima*—Clint Eastwood's two-film series from the viewpoints of U.S. and Japanese soldiers.

\* *Hip-Hop: Beyond Beats & Rhymes*—views of masculinity in today's hip-hop culture through the eyes of a hip filmmaker.

\* *The Last King of Scotland*—Idi Amin of Uganda as portrayed by actor Forest Whitaker.


\* *Motherland Afghanistan*—

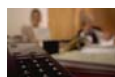
the personal journey of an Afghan doctor attempting to bring women's health services to his homeland.

\* *The Queen*—dramatizes the royal family's reaction to the death of Princess Diana.

\* *Seneca Ray Stoddard*—biography of the Adirondack's most prolific photographers and authors.

\* *Shut Up and Sing*—documents the lives of Dixie Chicks band members after an anti-Bush comment.

\* *Yoga for stress relief*—with Barbara Benagh; includes how to meditate. 



## REFERENCE DESK

### New Interlibrary Loan Options!

In addition to being able to request interlibrary loan items through the ICEPAC catalog, you can now request interlibrary loan materials through the **SUNY Union Catalog**. Instructions




on how to request items through ICEPAC and the SUNY Union Catalog are available on the library's interlibrary loan webpage:

<http://www.clinton.edu/douglaslibrary/InterlibraryLoan2.cxml>

You can also submit interlibrary loan requests online by filling out the **new Interlibrary Loan Book Request**

**Form** or the **new Interlibrary Loan Periodical Request Form** available on this webpage.

### Summer Refdesk

The librarians continue to provide full reference services. We also update the library website, analyze new databases, and review the collections. 



## TECHNICAL SERVICES DESK

### FMCC Project

The Technical Services staff are up to their eyeballs (literally) in books from Fulton Montgomery Community College library in Johnstown, New York. The Evans Library staff are weeding their print book collection because of infrastructure problems. Our staff are organizing

the hundreds of books that have arrived via SUNY courier service. When completed, staff will begin processing the books with CCC identification labels and uploading bibliographic records. The project will continue throughout the summer and fall.

In addition, the library staff will conduct their annual weeding of the print collections and de-accession obso-

lete or uncirculated titles.

### Summer Jesuit Visitors

Every summer former Belarmine College alumni (1951-1966) visit CCC and usually find their way to the library (the former dining/kitchen area). Staff have begun documenting memories of the Jesuits' years on the bluff. 