



Updates from the Business Office

BY HEATHER OAKLEY

PILLAR: Infrastructure

Staff Changes in Business Office

The business office has had many staff changes since the beginning of 2012. Amy Storms was hired as an Account Assistant (vice Jessie Arnold) on March 26. She is primarily responsible for office supervision, sponsored research account management, financial management/reporting and backing up other business office staff.



Business Office staff from left to right: Heather Oakley, Amy Storms, Betty Kroll and April Maybee.

April Maybee joined us in October

2011, but increased from half time to full time as of March 12. In addition to the monthly payroll and travel responsibilities she had been handling, she took on bi-weekly payroll, vendor payments, Purdue Research Foundation (PRF) account management and various credit card reconciliations. April is filling the role of former employees Jennifer Scruggs and Michelle Conwell (business office portion).

Betty Kroll continues to have responsibility for purchasing (special orders), kiosk operations, various payments (includes payments associated with the purchase of collections, prospective employees, Purdue memorial Union/event expenses, all Purdue University Press payments) and financial reporting.

Enterprise Time Keeping and Travel System Projects

Two major projects under development in the business area are the enterprise time keeping system and travel system. These projects were recently highlighted in a [Purdue Today](#) article published on June 7.

Reportable Outside Activities

The Office of the Vice President for Ethics and Compliance is working on making the Reportable Outside Activity Disclosure a complete online system (previously Form 32A – Application for Permission to Engage in an Outside Activity and/or Disclosure of Potential Conflict of Interest). A reportable outside activity is defined as any work, advice or service for an entity other than Purdue University that may potentially result in a Conflict of Commitment. The policy can be found at <http://www.purdue.edu/policies/ethics/iib1.html>. It is expected that the online system will go live within the next few weeks. Watch for a Purdue Today article in the near future.

Successful staff transitions

PILLAR: Infrastructure

A note from Beth McNeil: Following last summer's "Successful staff transitions" series, INSIDE will once again include feature stories about staff throughout the Libraries who continue to take on new roles, duties and responsibilities as we move forward with implementing our Strategic Plan

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OFF THE SHELF

Continuing Vacancies

- First Year Experience and Emerging Technologies Specialist (Faculty) ([Visit Libraries Web page](#))
- Geographic Information Systems Specialist (Faculty) ([Visit the Libraries Web page](#))

New Staff

- Brandon Beatty, Digital Library Software Developer, PURR (6/4/12)
- Mark Fisher, Digital Library Software Developer, PURR (6/11/12)

To view all Purdue job postings visit the [Purdue employment page](#). If you have additional questions, contact [Julie Hillgrove](#), 494-2903.

and meeting the needs of our users.

If you'd like to share your experience, please contact Teresa Brown at tmabrown@purdue.edu.



Monica Kirkwood
Operations Manager
Health and Life Sciences Division

My Journey in Librarianship (so far)

I began working in the Purdue University Libraries in the fall of 1999 as a Reference Assistant in the Management and Economics Library (now Roland G. Parrish Library of Management and Economics) (MEL). I came from years of public librarianship in a reference role, so while I was not embarking into completely new territory, there was definitely a lot to learn. I enjoyed the camaraderie and group effort at tackling reference questions; we would each share our search strategies, ensuring that we all learned something new. During my six years at MEL in this clerical role, I gained valuable perspective of the issues and concerns that employees experience in that level. Today as a manager, I keep that perspective as a ready reference to relate to my staff and their experiences, identify growth opportunities in positions without a lot of upward mobility, and to keep myself in check as a supervisor.

But I'm getting ahead of myself! In the summer of 2002 through the fall of 2003, I was able to return to school to get my MLS at Indiana University-Purdue University Indianapolis (IUPUI), while still working full time. Through the kind accommodations afforded by my supervisor, Judy Nixon, and the support of fellow MEL staff, I was able to flex my day, starting at 7:30 a.m. and leaving at 4:30 p.m. a couple of days a week to make the commute to Indianapolis, attend class, study at the library afterward and commute back to West Lafayette. This made for some seriously long days and I look back on that year and-a-half in wonder and pride! I burned through many audiobooks on those commutes and by the end, could probably have driven the route blindfolded.

Before and during this time, I also participated in digital reference and in reference trades, working at the reference desks in both Hicks Undergraduate Library (Hicks) and Humanities, Social Science and Education Library (HSSE) each week for a couple of hours. I really enjoyed the differences between the locations. At MEL, it was not unusual for a reference question to require many hours or even days of investigative research. Questions involving time-series of data, across multiple data points, over a span of decades could necessitate pulling together information from multiple sources, referencing our 180 databases, or at times, using CDs (ack!) to retrieve the requested information.

By comparison, the Hicks desk questions reminded me a lot of public library reference queries, in that they could usually be answered fairly quickly and the questions were more straightforward. Reference questions at the HSSE desk fell somewhere in the middle, sometimes easily answered and sometimes a little more challenging, but often resolved within less than half an hour or referred on to a subject specialist. I also learned a lot from the colleagues I was paired with at each location and capitalized on the time in between patrons to learn more about them, such as J.P. Herubel's research and publishing areas and Pam De Bonte's perspective of how the Libraries had changed during her employ. My time working in all three locations was an education in and of itself and really brought focus and real-world perspective to the coursework I was undertaking. At semester end of 2003, I earned my degree and became an official librarian! For the next couple of years, I continued in my role as Reference Assistant at MEL, participating in digital reference service, 24-hour coverage, the reference trades each semester to stay fresh in other subject areas, and continued to be active on teams and committees both at Purdue and in the Special Libraries Association.

In the fall of 2005, Vicki Killion approached me to discuss a new position opening up in the Life Sciences Library (LIFE) for an Operations Coordinator. As I read the job description, it was obvious that this was a perfect opportunity to put into practice the management skills I learned in my degree program, with the potential to explore librarianship from a new level and perspective. This new position in the Libraries, that of the Operations Coordinator (now Manager), would enhance my life both personally and professionally, in ways I could never have predicted.

I interviewed with Killion and Sarah Kelly and the LIFE Library staff and I was thrilled to be offered the job. I transitioned over from MEL to LIFE gradually, working half days in each location for about a month so that I could hand responsibilities over to my co-worker, Pat Walkup

SERVICE ANNIVERSARY

Dot Lanzalotto is celebrating 35 years at Purdue.

CONGRATULATIONS

Jan Addison on her retirement from Purdue.

She has been with the Purdue Libraries (with a brief stint at Oberlin in the middle) since 1975. She has held a variety of positions in the Libraries including Serials Cataloger, OCLC Coordinator, Head of the Monographic Copy Cataloging Unit, Principal Cataloger and Supervisor of the Cataloging Unit, Metadata and Electronic Resources Specialist, and Metadata Specialist.

PUBLICATIONS AND PRESENTATIONS

Scott Brandt. "Associate University Librarian for Research: Libraries and the Business of Doing Research." In *The Associate University Librarian Handbook*, edited by Bradford Eden, Lanham, Maryland; The Scarecrow Press, Inc., 2012. ([Available online at walmart.com](http://walmart.com).)

Beth McNeil, keynote presentation at the Nebraska Library Association, College and University Section annual conference, Omaha, Nebraska, May 18. "21st Century Academic Libraries: Collaboration is Crucial."

EVENTS

Herbert C. Brown: A Nobel Laureate's Life and Legacy
Archives and Special Collections
June 4-August 24
HSSE 4th floor
STEW

Chris Miller Reception
June 19
3:30-4:30 p.m.
Remarks at 4 p.m.

as seamlessly as possible, while also beginning my integration into the staff and routine of the LIFE Library. I think this also assisted the LIFE staff in adjusting to the supervision change from Kelly, to Killion and now to me.

Interestingly enough, I had not had the opportunity before this time to work with the support staff from LIFE, so I knew them only by name and job role. The first months involved us getting to know one another and identifying and updating roles and job responsibilities. Also during this first year, Killion and I were able to transition to a single service desk which resulted in an added benefit of a redesign of the staff work areas. I'm sure at times it felt like a tornado or two had struck the LIFE workspaces, but the staff gamely joined in and eventually welcomed the updates to spaces and roles, a big transition for some, as the new desk setup required all staff to participate in reference services to patrons.

The first couple of years, staff and I focused on identifying communication and training styles and best methods of working positively together. This was easier for some relationships than others, and required patience and willingness to adapt on my part and on their part. As we approach seven years for those staff who have been with me the longest, I am proud of where we are today and impressed with our growth along the journey.

In 2011, as Libraries locations began to identify as divisions (HLS, PSET, HSSEB) and faculty responsibilities took a different focus, the Operations Managers in charge of library locations were assigned additional responsibilities of managing staff and facilities within their division. Following performance evaluations in 2011, roughly in March, I began managing staff and facilities in the Pharmacy, Nursing, and Health Sciences Library (PNHS) and the Veterinary Medical Library (VETM). I viewed this as an exciting opportunity to branch out and hopefully to bring new changes into the PNHS and VETM Libraries, in much the same way that we had in the LIFE Library. I probably should have warned them. Remember the tornado that hit LIFE? Brace yourselves!

I found, however, that in some ways, I was also caught in the tornado. This was a more difficult undertaking than when I took over supervision at LIFE Library. For both the previous managers, Killion and Gretchen Stephens, as well as the support staff who had reported to them for 10-20 years, this was going to be a significant transition. The staff that would now be reporting to me had been my own colleagues for five years and I was concerned that redefining our relationships without losing our rapport would be quite a challenge. Ultimately, through diligence in improving communication, redefining reporting structures, and establishing trust, the new roles have been accepted and I feel that in each location we have a spirit of positive change and energy in place. I thank Killion and Stephen's for entrusting me with this role and believing in my vision for success and development for our staff.

Now that we are halfway through our second year for my newest staff members, I feel comfortable in our working relationships and the direction in which we are heading. I truly enjoy my job and working with all of my staff to bring improvements into their workplaces, encourage enhancements to their personal development and actively partnering to make each library location a welcoming and desirable space in which Purdue students can study, relax and learn.

As I near my 13-year anniversary in the Libraries, I thank all of my staff for challenging me, partnering with me and supporting me even when the vision isn't quite as clear to them as it is to me and to Killion. I thank her for teaching me so much over the last seven years and being a true supporter of me as a professional librarian. My thanks also goes to the Operations Managers Group for helping me grow professionally, insuring we keep our sense of humor, and challenging each other to continually imagine new possibilities, implement our vision and re-invent the Libraries.

Redesign: Libraries promotional materials

BY KATE KESTER

PILLAR: Infrastructure

Libraries Promotional Materials

To better coordinate the distribution of materials within our different locations/departments, a Web page was created on the Intranet that will serve as the go-to location for all these materials. <http://intranet.lib.purdue.edu/display/ADV/Current+Promotional+Materials>

This page is a work in progress. It will continue to be updated as more information is provided

Siesgmund Engineering Library
Room 141
POTR

Purdue Day at the Indiana State Fair

August 10

Information Literacy Research Symposium

Featuring Dr. Christine Bruce

August 13

1-5 p.m.

More information forthcoming

LIBRARIES IN THE NEWS

Purdue Today, May 25

[Centennial tribute to Nobel winner Brown to include archives exhibit](#)

[jconline.com](#), June 7

- [Purdue celebrates late professor and Nobel laureate Herbert Brown](#)
- [Brown Dedication Photo Gallery](#)

[purdueexponent.org](#), June 8

[Undergraduate library starts losing books](#)

LIBRARIES STAFF A-Z



Linda Rose

Operations manager
Humanities, Social
Science, and
Education Library

Q. What do you enjoy most about

your job and why?

A. Helping patrons connect with all the resources the Libraries has to offer, and at the risk of saying what everyone else says, working with the fabulous Libraries staff.

Q. How long have you worked in the Libraries and at Purdue?

A. Seven years at Libraries. I worked about eight years at Purdue in a previous life as a teaching assistant and instructor in the English department.

Q. What is one unforgettable

about our materials. Make sure to bookmark this for quick reference.

New Map Design and Quick Tip Sheet

Based off of a useful document created by LCCSAC, and information provided by Operation Managers, Libraries Quick Tips can now be distributed at each library to convey the most referenced questions, such as where are the color printers are located, how many computers and group study rooms there are, and information about collections. You can view it at <http://go.lib.purdue.edu/quicktips>.

On the back side of the Quick Tips sheet is the updated map. This is available at <http://go.lib.purdue.edu/map>.

The document can be printed on 8.5" x 11", white paper. The marketing office will be able to provide color copies of the map, or you can print with what you have available (B&W is OK).

New feature suggested by Wendy Kelly, prior to retiring: a QR code has been included to allow students to take the map with them, on their phone. <http://go.lib.purdue.edu/map>

This document will continue to be updated as new information is provided. There is a versioning system located below the image of the map. v12.1 The first number is representative of the year, and the second is the most recent update. Use the intranet page listed above <http://intranet.lib.purdue.edu/display/ADV/Current+Promotional+Materials> before you print or reprint, as to use the most recent version.

If you have any questions, or suggestions, contact Kate Kester at kkester@purdue.edu

Libraries new staff

PILLAR: Infrastructure



Amy Storms
Account Assistant
Business Office

In March I transferred to the Libraries from the Discovery Park Business Office for the Bindley Bioscience Center and Burton D. Morgan Center for Entrepreneurship. I have also worked in the Statewide Technology and Institute for Interdisciplinary Engineering Studies (IIES) business offices and have been at Purdue for ten years. I am primarily responsible for office supervision, working with sponsored research account management, financial management/reporting and helping with any questions related to the business area of the Libraries.

In my free time I enjoy spending time with my family — my husband and three adult children. We like to attend Christian concerts, bowling, fishing and spending quality time together.

I look forward to meeting and getting to know everyone at Purdue Libraries. My office is located in Stewart 267 and you may reach me at 49-47710 or astorms@purdue.edu.

A Nobel Laureate's Life and Legacy

PILLAR: Scholarly Communication

The Herbert C. Brown exhibit, on display at the Virginia Kelly Karnes Archives and Special Collections Research Center through August 24, showcases the many accomplishments of his life which includes his Nobel Prize in chemistry. Brown, who would have turned 100 this year, was one of America's leading chemists of the 20th century. His work with boron compounds revolutionized organic chemistry and earned him the Nobel Prize. His discoveries at Purdue, from his arrival in 1947 until his death in 2004, opened new avenues in academic and industrial chemistry. Brown's work with boranes is used today in the synthesis of many organic compounds, including a majority of medications.

experience that has happened to you or your coworkers while working in the library?

A. This sounds corny, but we are in Indiana, and it's true — I have an unforgettable experience almost every day when I see a patron's face light up after I've helped them find something they're searching for. Couldn't choose a best one.

Q. What's your favorite book, website, movie or database?

A. "Gone with the Wind" comes to mind as my favorite book (but definitely not movie). Scarlett's 'fiddle-dee-dee, tomorrow is another day' has provided me with affirmation of my lifelong belief in the value of procrastination. Movie — I'm a sucker for "The Godfather," no one is better at actually carrying out revenge fantasies than the Corleone family. I've also been inspired by "Heidi" with Shirley Temple. I am happy to act out parts of this by request.

Q. Coffee, tea, water or soft drink?

A. Not soft drink; drink the other three with equal appreciation.

Q. What do you like to do for fun?

A. Yoga, read, bicycle, cook and snuggle with my cats. Some of these I do simultaneously.

Q. Feel free to include any information about yourself that you would like to share with the staff?

A. Though I am going to be a famous writer when I grow up and currently compete on line doing the "NY Times" crossword puzzles, I AM NOT JUST A NERD. In 1978 and 1979 I was the second place winner in the state of Indiana of the women's Frisbee golf tournament. Doesn't matter that there were only four participants, okay, maybe only two; this is still a significant achievement. More seriously, I have hiked over 450 miles of the Appalachian Trail and completed a 100 mile ocean swim.

WHAT'S COOKING?

Spinach Salad with Strawberries, Toasted Almonds and Feta Cheese
Visit the [Libraries Intranet](#)

The exhibit features the National Medal of Science awarded to Brown in 1969 by U.S. President Richard M. Nixon; the 1981 Joseph Priestly medal from the American Chemical Society; and the Perkins Research Medal for outstanding work in chemistry, awarded in 1982. On display are other personal items such as a brief case belonging to Brown, laboratory notes, oral history transcript excerpts, numerous manuscript items and other artifacts. The exhibit allows visitors to listen to audio excerpts from Brown's oral history interview, as well as Nobel Laureate and student of Brown, Ei-ichi Negishi. ASC is open Monday-Friday, 1- 4:30 p.m. The exhibit was curated by Elizabeth Wilkinson.

To learn more about Brown visit: <http://go.lib.purdue.edu/ASC/HCBrownPapers> or listen to his Oral History Interview at: <http://go.lib.purdue.edu/ASC/HCBrownOralHistory>.



Attending the exhibit reception were 2010 Nobel Prize in Chemistry awardees, Dr. Akira Suzuki, Emeritus Professor of Hokkaido University, Sapporo, Japan and Dr. Ei-ichi Negishi, the Herbert C. Brown Distinguished Professor Organic Chemistry and Teijin Limited Director of the Negishi-Brown Institute, Purdue University.

The 2010 Nobel Prize in Chemistry was awarded jointly to Dr. Negishi, Dr. Suzuki and Dr. Richard F. Heck, the Willis F. Harrington Professor Emeritus of Chemistry and Biochemistry, University of Delaware, "for palladium-catalyzed cross couplings in organic chemistry."

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Comments and suggestions are invited. Send information to Teresa Brown/INSIDE/STEW 264, 49-47178 or tmabrown@purdue.edu

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