

## COUNCIL ON LIBRARIES AND INFORMATION TECHNOLOGY

<http://www.lib.ohio-state.edu/council/>

Annual Report, 2002/2003

H. Lewis Ulman, Chair

The Council on Libraries and Information Technology (COLIT), which succeeded the Library Council following a Senate rule change in 2002 (see Rule 3335-5-482), has met monthly Autumn through Winter Quarters, beginning in October 2002. In keeping with its charge, the new Council has evolved into a sounding board and advisory committee for the University Libraries and the Offices of the Chief Information Officer (CIO) regarding policies and major projects, as well as a venue for discussion of issues related to the libraries and information technology raised by members of the Council and the Ohio State community. Detailed minutes of the Council's meetings, as well as links to documents submitted for its consideration, are available on the Council Web site (see URL above).

The University Libraries and the Offices of the CIO are each engaged in major, multi-year projects--the renovation of the Thompson Library and development of the PlanIT strategic plan, respectively--and those offices have updated the Council on those projects at each meeting. They have also provided regular updates on other ongoing initiatives such as the OSU Knowledge Bank, which involves both the OSU Libraries and the Offices of the CIO. In general, the Council has found its dual focus on libraries and information technology very productive, given the extensive overlap between the operational challenges of the University Libraries and the Offices of the CIO and the policy issues raised by projects such as the Knowledge Bank.

The renovation of the Thompson Library(<http://www.lib.ohio-state.edu/renovation/>), the PlanIT project (<http://cio.osu.edu/planit/>), and the Knowledge Bank(<http://www.lib.ohio-state.edu/KBinfo/>) each have dedicated Web sites, so this report will not discuss them further except to reiterate that the Council has discussed these projects with the Libraries and the CIO's staff regularly. Other issues and projects that the Council has considered include the following (text excerpted from the Council's minutes posted on its Web site):

**E-mail.** Ninety-two thousand users were migrated to the new e-mail system in August and September 2003; only a half a dozen or so noticed it had changed. OIT is still fine-tuning and working to make sure the system is absolutely right; it seems to be working quite well. A major milestone was achieved with the availability of Web-based e-mail. Digital Union.

**Alumni Portal.** The Libraries has partnered with the Alumni Association in making a number of databases available to alumni; students get used to accessing databases while they are here and have lost that ability once they are no longer on campus. Approximately 25 databases have been purchased from EBSCO, and a number of additional databases that can be accessed free-of-charge have been selected by librarians. This service is also being made available for members of the Friends of the Libraries.

**Digital Union.** Deputy CIO Susan Metros reported that a space on third floor of the Science & Engineering Library has been made available for the establishment of a Digital Union, a joint project of the CIO's Office and the Libraries. The goal of the project is to provide a place where faculty, staff and students can explore and use new technologies; a place to work together on collaborative projects.

**Microsoft Contract.** Microsoft will no longer be providing differential contracts to universities. Under the existing contract it has cost ca. \$570,000 to cover Microsoft software for all students. Under the revised pricing the charges for the same software would be nearly \$2

million; smaller packages will be a necessity. Negotiations with Microsoft allow for phasing in the new charges over a three year period and have also received their agreement that software may be installed on home computers during an individual's affiliation with OSU. Efforts will be continued to provide the largest amount of software at the lowest cost possible.

**Printing in Computer Labs.** A decision had been made to provide 100 free pages to students at an estimated cost of \$120,000; after talking to student government leaders, it was agreed to try a pilot for one quarter to change the allotment to 50 pages/quarter (ca. 200/year) and re-examine the cost issue at the conclusion of the pilot. The pilot did result in better usage. A question was asked as to whether the copies could be rolled over to the next quarter, and the answer was no, that is not currently being done.

**Intellectual Property Rights.** Bob Kalal is working on getting a group together and scheduling a meeting to begin working on an intellectual property policy for the University; existing documents have dealt with copyright and trademark. Established a specific faculty committee. The working group would have representation from the CIO's Office, the Libraries and the Office of Research. Representatives from the CIO's Office, the Libraries, and the Office of Research met with Dave Winwood and agreed to move forward on this issue. Ed Ray has agreed to accept a proposal to separate intellectual property for e-learning from copyright/patents which would stay in research. He was positive about separating the two and coming up with a policy; a draft policy will be generated before involving legal. Ownership needs to be negotiated up front; otherwise it belongs to the University; if dealing with sponsored research where the University's equipment, etc. is used, the University is clearly the owner. Development of an intellectual property policy is very important for development of the Knowledge Bank. There is a definite need to know what rights and responsibilities are.

**TEACH ACT.** Bob Kalal introduced the Council to a number of Web sites relating to the TEACH Act, which essentially extends to distance education many of the copyright allowances that are accorded to classroom teaching. Comments about these sites, or identification of additional sites, should be sent to Bob Kalal. One of the requirements of the Act is to have a copyright policy and educate users about that policy. One of the Council's action items will be the development of such a policy, separate from the policy relating to trademarks. The existing Policy on the Responsible Use of University Computing Resources indicates that users must comply with copyright law, but a more complete policy related specifically to copyright is needed. Once that is in place, education of the users can begin.

**Electronic Theses and Dissertations.** Beginning in Autumn Quarter 2002 graduate students are required to submit dissertations in electronic format; they will be stored on OhioLINK computers and archived to microfilm. Some students have expressed concern about their ability to publish books and/or articles based upon the dissertation if it has already been available electronically. William Clark distributed copies of communications from publishers, some of whom do not consider dissemination of a dissertation on the Internet to be "previous publication" of the work and others believe that it does represent publication. In order to deal with the latter situation, a Policy and Mechanisms for Delaying the Electronic Dissemination of Doctoral Dissertations has been implemented.

Other issues considered include:

- Internet service reimbursement policy for faculty and staff whose jobs require high-speed Internet access from home (or elsewhere off-campus)
- Upgrades to the campus WebCT service
- The fate of Homenet service
- Web accessibility for persons with disabilities policies and implementation
- Plagiarism and the Internet
- The fate of the ERIC Clearinghouse

- OSU's prime vendor contract with IBM

The Council also considered and acted upon one organizational matter:

**USAC Representative.** The University's Staff Advisory Council presented a proposal to add an SAC representative to the Council. The Council can make a recommendation to the Senate Steering Committee, which in turn would make a formal recommendation for Senate approval. The Rules Committee would make the necessary changes to the language regarding the Council membership. There was general agreement that the addition of a staff representative would be a positive action. The Chair will draft a letter to be sent to the Steering Committee recommending the addition, but also recommending the addition of another Faculty member to retain a Faculty majority on the Council.