



Duke University
Medical Center Library News

June 2002

Issue #282

\$ \$ **Budget Cuts Part II: Rethinking Services** \$ \$
Pat Thibodeau, Associate Dean for Library Services

In the April newsletter, I wrote about the issues facing the Library due to budget cuts over the next two years. The discussion continues in this issue as decreased levels of funding will lead to some significant reductions in our resources.

Book purchases: 50% decrease in number of volumes **Journal subscriptions:** 25-40% decrease in number of titles
Databases: 25% or more reduction **Staffing levels:** 25% fewer staff members; no student workers

In addition to making difficult decisions about what is canceled or reduced, the Library is also taking this “opportunity” to begin rethinking and re-evaluating some of its services and procedures.

Central or Common Services Desk — The Library has been studying the concept of a single service point where users could come for all services - like “one-stop shopping” in the retail world. The staff at the single service desk would answer reference questions, check out books, take requests for interlibrary loans, and handle other services. By combining the Information and Circulation Desks, we can use our staff more efficiently and provide better coverage of the desk. Watch for more information this summer as we roll out this new approach to our traditional services.

Journal Review Study — In the past, the Library has asked departments and many of you to review lists of journals in your subject areas to help us identify titles that could be canceled. As we cut additional titles, these decisions become increasingly difficult. To create a stronger and more objective process, we are undertaking a more extensive journal study using various criteria to determine whether to keep or cancel a publication. Here are some of the criteria we will be considering: language; coverage by indexing sources; impact factor relative to other titles in the field; cost in relation to frequency, number of articles and pages, and quality; times cited by Duke authors; number of Duke papers published; and actual use of paper and electronic formats. As in the past, we will ask you to review the proposed cancellation lists as we develop them.

Electronic Journals — The Library has made the commitment to move both old and new titles to “electronic format only” whenever this is feasible. However, this is still a difficult, confusing, and very risky area for libraries. Libraries license but do not own the electronic versions of journals. Unlike paper subscriptions, when an electronic subscription is canceled or the publisher goes out of business, there is nothing left on the shelves - all the electronic volumes are gone. Therefore, the Library is carefully identifying those publishers that will allow us to drop paper copies, while guaranteeing long-term archival access.

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 <p>Duke University Medical Center Library http://www.mclibrary.duke.edu/</p> <p>Monday - Thurs. 8:00 am - 12:00 am Friday 8:00 am - 6:00 pm Saturday 10:00 am - 6:00 pm Sunday 2:00 pm - 10:00 pm</p> <p>Administration 660-1150 Circulation 660-1100 Document Delivery/ILL 660-1135 Information Desk 660-1111</p>	Budget Cuts Part II: Rethinking Services... 1	Staff News..... 6
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Negotiating Electronic Licenses — *We need your opinion on this hot issue.* For the last three to five years, we have banded together with other libraries to negotiate better prices. Since publishers know that library patrons are demanding more online full-text resources, they are proposing higher prices as their contracts come up for renewal. With budgets decreasing, we are faced with completely canceling some journal subscriptions (in paper and electronic format) in order to keep the electronic titles that you want and need. Many of you have urged us to be tougher in negotiations, but how far do we go? The most effective bargaining tool at this point may be to say no to increased prices and risk cancellation of electronic access! The alternative is to subscribe to fewer journal titles to provide the funds to pay for a few electronic collections.

What is your opinion? How far should we go in trying to control the rising costs of electronic journals? You can send me your thoughts at thibo001@mc.duke.edu.

New Security Gates Bring Changes to Library Entrance

Maurice Reece, Circulation Services

Getting in and out of the Medical Center Library got a lot easier this past December with the installation of a new security gate system. The former entrance and exit doors, a continuing source of confusion for most first time visitors, are now open to two-way traffic, in and out of the Library. The problem of patrons trying to get out through the entrance-only door has been eliminated.

The new security system was installed by the 3-M Library Systems and includes a video system that records all persons entering and leaving the Library. In addition to incorporating more sensitive theft detection technology, the new system makes it more convenient to collect data for statistical studies of library usage.



An Alternative to Current Contents

Anne Powers, Education Services

Due to budget cuts, Current Contents® Search via Ovid will be canceled this summer, but you will still have access to multidisciplinary journal indexing from the Institute for Scientific Information (ISI) through its **Web of Science** (WOS) database. The online equivalent of the *Science Citation Index*, *Social Sciences Citation Index*, and the *Arts & Humanities Citation Index*, WOS covers approximately 8,500 research journals in all disciplines. It is available to anyone connecting from a computer in the Duke Internet domain by going to the “Databases” drop-down menu from DUMCL Online at <http://www.mclibrary.duke.edu/>.

Although many researchers use Web of Science for its unique “cited reference” searching feature, it is also a very useful tool for keeping up with current articles in your favorite journals. A general search in WOS allows retrieval of articles by topic, author, source title (i.e., journal name), or institutional address. A search be run against specific years or all available years (back to 1978), or retrieval limited to references added in the current weekly update, latest two weeks, or latest four weeks. Web of Science also allows users to save search strategies for use at a later time.

The instructions below describe how to perform a WOS search for recent articles from specific journals:

- Choose the **Full Search** option from the Web of Science main screen.
- From the Full Search screen, select the **time interval** for your search (e.g., latest 2 weeks), and then click on **General Search**. Please note: Limiting to recent weeks may not retrieve new material from every title since journals are published with different frequencies.
- Enter a full or partial (truncated) journal title in the **Source Title** search box. You may join multiple titles using the search operator **OR**. Example: **Cell OR Nature Medicine OR EMBO Journal**. Journal titles should be entered the way they appear on the **source list** and *not* using abbreviations. To enter a journal title correctly, you may click on the “source list” link and then copy and paste from the full journal titles list. Truncation of a journal title is permitted using the asterisk (*) as a wildcard to pick up variant endings, but be cautious of truncating on a partial name that will pick up unexpected titles. For example, searching on **Journal of Biological*** will retrieve Journal of Biological Chemistry, Journal of Biological Education, Journal of Biological Rhythms, and others.
- Click on the **Search** button to retrieve references from the journals you’ve specified. Search results may be submitted to a “Marked List” and then printed, saved to a file, exported to bibliographic management software, or sent to e-mail.
- If you wish to save search terms for future use, click on the **Save Query** button on the General Search screen. A **Save As...** dialog box will appear, where you can specify a file name and disk or directory location for saving the search query.
- If you have previously used the Save Query function to save a search strategy, you can retrieve and run it again by choosing the “**File, Open**” option in your browser. Saved queries include only your search terms, not time frame or other limits. Searches are run using whatever database and time span selections you have established in your current session.
- For more information about saving and running search queries, click on “**Using Saved Queries**” at the bottom of the Full Search screen. You may also click on the **HELP** button from anywhere in the search module and then choose **HELP CONTENTS** to find the section on “Saving and Running Queries.” The “Queries saved to local disk” instructions also give special information for saving queries using Microsoft Internet Explorer.

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New Carpeting To Be Installed



The Medical Center Library will be somewhat chaotic this summer while new carpeting is installed on the main and rear entrance levels, lower level, and stairwell. Since the new carpeting colors and patterns will be very different from what we have now, this undertaking will give the Library a whole new look. Our furniture will also be reupholstered or replaced to match the new color schemes.

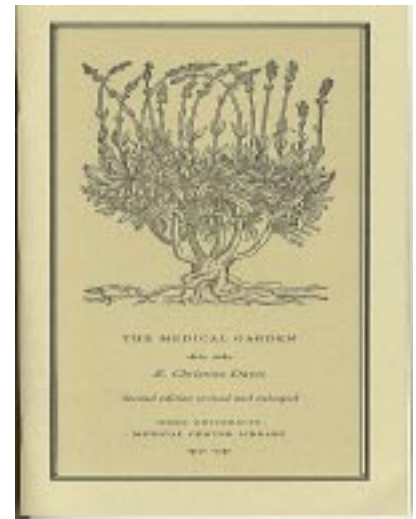
Since all our furniture and stacks must be moved to replace the carpet, we are also taking this opportunity to rearrange some of our service areas and possibly change the arrangement and location of the collections on these levels.

Although we will try to keep the disruption to a minimum, there may be times when the current journals, computer workstations, and other services are not available. Please watch for more information and updates about these renovations on DUMCL Online (<http://www.mclibrary.duke.edu/>) and in the Library's lobby.

The Medical Garden

Twenty-four years ago, **Susan C. Smith** and **G.S.T. Cavanagh**, former Curator of the History of Medicine Collections, produced an informal guide to the Duke University Medical Center Library's medicinal garden. Responding to the recent increased interest in herbal remedies and alternative therapies, **Christine Davis**, a graduate botany student, has researched and written a more formal catalog, *The Medical Garden*. While the handy format of the original guide has been retained, the new catalog has expanded entries, scholarly citations, and additional indexes. Woodcuts from the Trent copies of the 1597 and 1636 editions of Gerarde's *Herball* have been selected to serve as illustrations.

The medical garden, located on the History of Medicine terrace at the west side of the Seeley G. Mudd Building, is always open to visitors. The garden is presently contained in eight tubs of varying sizes, but all the plants listed in the catalog will not always be present in the garden. Due to space constraints, some will be consistently represented while others will rotate. Each herb in the garden is clearly identified so it will be easy to refer to in the pamphlet. A reception to view the garden and celebrate the publication of the catalog was held on May 30, 2002.



Financial support from The Josiah Charles Trent Memorial Foundation, Inc. and the Trent Associates made the publication of the revised catalog possible. For more information or to obtain copies of the catalog, contact **Suzanne Porter**, Curator, History of Medicine Collections, at **919-660-1143** or **porte004@mc.duke.edu**.

Changes in History of Medicine Circulation Procedures

Maurice Reece, Circulation Services

The History of Medicine Collections, located on the lower level of the Medical Center Library, comprise one of the premiere medical history collections in the U.S. Because of the value and rarity of the materials in this collection, the rules and procedures governing circulation have differed from other collections in the Library.

In April of this year, the History of Medicine circulation functions were consolidated with the operations of the Circulation Desk in the main lobby. **All checkouts, renewals and returns of History items including overdue notices, special requests, holds, and payment of fines are now processed by Circulation Desk staff.** Although this change was made in part due to recent budget cuts that necessitated a reduction in personnel and hours of operation for History of Medicine, it has provided our users with a centralized customer service center for circulating materials.

The History of Medicine Reading Room hours of operation are Tuesday through Friday from 9:30 a.m. to 4:00 p.m. It is closed on Saturday and Sunday and to the public on Monday. Patrons needing History items from the open stacks during closed hours, at night, and on weekends are directed to the Circulation Desk in the entrance lobby, where the staff will retrieve requests for check-out.

Only during the Tuesday-Friday open hours will patrons have direct access to the History of Medicine circulating stacks to personally select items. **Materials housed in the locked stacks can only be retrieved by the History of Medicine Collections staff.** If you plan to visit this collection, a good practice is to call ahead.

Prior to April, open stack History of Medicine books were circulated for two weeks. Now they will be loaned for a four-week period, the same as the books in the main collection, but **they can only be renewed once.** History books on the “New Book Shelf” will circulate for a one-week period until they are placed in the regular open stack section.

Any special requests for access to or information on the History of Medicine Collections should be directed to **Suzanne Porter**, Curator, History of Medicine Collections, at **919-660-1143** or **porte004@mc.duke.edu**.

[An Alternative to Current Contents, continued from page 3](#)

Later this year, the Duke libraries expect the release of Version 5 of ISI’s Web of Science search interface. A few of the anticipated enhancements are the ability to build and combine sets, use field qualifiers, and limit more easily by years. It is likely that search queries saved using the current WOS interface will not work in the new version and will have to be reentered. More information about the new version will be provided in the *Medical Center Library News* as the release date approaches.

For those of you who have enjoyed the convenience of setting up “AutoAlert” saved searches in Current Contents through your personal Ovid account, you may still use this feature to receive automatic updates from other databases available on the Ovid system. For more information about setting up an AutoAlert saved search, connect to DUMCL Online at **<http://www.mclibrary.duke.edu/respub/guides/autosdi.html>**

Questions about Web of Science or other Library resources may be directed to DUMCL Information Services in person, by phone (**919-660-1111**), via e-mail (**mclref@mc.duke.edu**), or using the Virtual Reference Web page (**<http://www.mclibrary.duke.edu/services/refvirtual.html>**).

Staff News

Eric Albright, Assistant Director, Public Services, has accepted the position of Director at Tufts University



Health Sciences Library in Boston. Eric has worked at the DUMC Library since 1997 and was previously Head, Special Collections, and Collection Development Librarian, Galter Health Sciences Library, Northwestern University, Chicago, Illinois. He will assume his new position in August.

Medical Center Library staff presented a number of special and ongoing Library initiatives during the poster sessions held at the **Annual Meeting of the Medical Library Association** in Dallas, Texas, May 19-20, 2002:

Eric D. Albright, Mary Ann Brown, Virginia M. Carden, Andrew Eisan, Charlie S. Lackey, Eugene Lofton, Beverly Murphy, Richard A. Peterson, Derrick D. Vines, Julie L. Walker, and Judy Woodburn - *Dealing with the Barcoding Dilemma.*

Eric D. Albright, Virginia M. Carden, Artura D. Goods, Rodney D. Hunter, Beverly Murphy, Richard A. Peterson, and Vanessa V. Sellars - *ReDiscovering Document Delivery and Interlibrary Loan Workflow.*

Eric D. Albright and Marlyse MacDonald - *The Big Decision: Is Creating a Virtual Reference Service in an Academic Medical Library Worth It?*

Beverly Murphy and Marlyse MacDonald - *PDA's: Destination Librarian - What's In It For Us?*

Beverly Murphy, Richard A. Peterson, Sarah Wardell, and Patricia L. Thibodeau - *Capturing the Big Ds: Dollar\$\$\$\$\$ and Data.*

Patricia L. Thibodeau, Julie Garrison, Marlyse MacDonald, Connie Schardt, and Tiffany Anderson - *Creating an Infrastructure for Digital Devices: The Library's Role in Defining Needs and Services.*



Recent Additions to DUMCL Online

<http://www.mclibrary.duke.edu/>

PDA Tutorial Available **NEW**

<http://www.mclibrary.duke.edu/respub/guides/pdatutorial/>

Designed to teach the basics of using personal digital assistants (PDAs), this tutorial provides some tips and tricks for improving efficiency when using your device. Included are definitions of terms commonly used when discussing PDAs, as well as links to sites that give detailed instructions on how to do common PDA-related tasks, such as beaming a business card and installing software. Choose this resource from the "Tutorials" page under the *Services & Facilities* menu on the main Web page.

Summer Hours

Monday - Thurs.	8:00 am - 12:00 am
Friday	8:00 am - 6:00 pm
Saturday	10:00 am - 6:00 pm
Sunday	2:00 pm - 10:00 pm

Information Services has suspended night reference

for the summer and is observing the following schedule:

Monday - Friday	9:00 am - 5:00 pm
Saturday	Closed
Sunday	Closed

ILL/Document Delivery Fees Going Up!

Eric Albright, Public Services

Starting July 1, 2002, the cost for obtaining an article from another library, as well as the fees for photocopying articles by library staff, will rise from \$3.00 to \$5.00 per article. Even though our costs have continually risen, we have not raised our fees in over five years. However, rising costs, compounded by the current and expected tight financial situation, have forced us to raise our fees. The \$5.00 fee, which is more in line with what our peers charge, is still a bargain since it is less than the actual cost of the article.

We will continue to subsidize the real costs of obtaining materials for you. If copyright fees must be added to your charge, staff will follow the current process of calling and obtaining authorization before proceeding with the order.



Library Educational Offerings

*The Medical Library Education Center (MLEC) is located
in Room 104 on the Lower Level of the Library.*



Individual and Group Sessions

*Please contact the topic instructor
to arrange for a session*

MEDLINE

Using the Ovid Web Gateway

Call the Information Desk

919-660-1111

PubMed

Anne Powers, 919-660-1128

Basics of Library Use

Betsy Adams, 919-660-1131

Grant Information on the Web

~ COS, SPIN and Other Resources ~

Anne Powers, 919-660-1128

Introduction to EndNote

Ginger Carden, 919-660-1184

Introduction to Reference Manager

Ginger Carden, 919-660-1184

Introduction to Sources for Health Statistics

Hattie Vines, 919-660-1125

Searching the Internet

Connie Schardt, 919-660-1124

Self-Instruction

Ovid Web Tutorial

*Interactive, 40-minute tutorial designed to show you
step-by-step the basic components of a MEDLINE
search using the Ovid Web Gateway*

<http://www.mclibrary.duke.edu/respub/guides/ovidtut/>

EndNote Tutorial

*Tutorial designed to assist users who have completed
a search in the Ovid Web version of MEDLINE and
would like to import citations into EndNote*

<http://www.mclibrary.duke.edu/respub/guides/endnote/>

EBM Tutorial

*Tutorial which identifies the steps in the EBM
process and key issues related to critical appraisal*

<http://www.hsl.unc.edu/lm/EBM/index.htm>

Internet Tutorial

*Web-based tutorial designed to introduce you to the
Internet and searching for information on the Web*

<http://www.mclibrary.duke.edu/respub/guides/intertut/>

Electronic Resources Tutorial

*Tutorial designed to familiarize users with some
of the electronic resources offered through
DUMCL Online, the Library's Website.*

<http://www.mclibrary.duke.edu/respub/guides/elecres/>

Virtual Tour of the Library

*Online tour which provides information about the
Medical Center Library, its collections and
services, and where to find them within the building*

<http://www.mclibrary.duke.edu/about/vt/>

**For more information about these offerings, connect to the Library's Website at
<http://www.mclibrary.duke.edu/services/schedule.html>.**

Duke University Medical Center Library News is published bimonthly.

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