In December 2017, after the last final for the fall semester was turned in, Magill Library closed its doors for community use. From late December through the end of January 2018, library colleagues worked aggressively to migrate library services to new temporary spaces in time for the spring semester. Throughout this newsletter you will read about the processes of preparing for this transition. In a nutshell:

An astonishing 9,082 boxes of Quaker & Special Collections and College archives were packed and moved (see p. 7) to LIBRA, the University of Pennsylvania's high-density storage facility in Deptford, NJ. Some of Haverford's rarest books are being stored with Bryn Mawr College's special collections, in order that they may be accessible during the construction period. The art collections are being stored in multiple locations, including the rarest at Atelier Art storage in Philadelphia. Library colleagues will use the construction period to catalog and process all of these collections.

The bulk of Magill's circulating collections, approximately 400,000 volumes, were boxed, palletized, and relocated to a warehouse near campus. (See p. 2.) Access to these titles is available through Tripod, with weekday deliveries to campus. Approximately 22,000 high-use books from Magill are available for browsing and circulation in the Printmaking Studio, and all newly-acquired books are shelved and available at the Gilbert White Science Library. (See p. 4.) Furniture from Magill was relocated in various temporary library locations or repurposed for faculty offices and classroom use.

Our staff is also dispersed on campus in logical ways. Administration, digital scholarship, and Quaker & Special Collections colleagues are temporarily housed in Roberts, in a recommissioned computer lab. Collection management and some of the user experience staff are located in the White Science Library, and research and instruction librarians may be found with many of the students, in the temporarily repurposed Great Hall in Founders.

Students can consult with librarians, print papers, find reserves material for classes, use computers, and study in the Great Hall. (More on p. 3.) The Common Room, located on the second floor of Founders, is serving as a pin-drop-quiet reading room. The initial responses to these temporary spaces have been positive, and the Library Student Advisory Committee is working with us to identify areas of opportunity for enhanced services.

A demolition party was held on February 20 to watch the first big

(continued on p. 2)
From the Librarian
(continued from p. 1)

“bite” taken into the northwest corner of Magill. As you read this, the 1941 structural stacks have been removed and some of the 1967 building demolition is underway. Our architects, Perry Dean Rogers Partners, and our construction management firm, Whiting Turner, are doing an amazing job in bringing beauty and functionality together for the Haverford community. And so many on and off campus are contributing to the success of the project—administration, facilities, the Board of Managers, alumni, faculty, students, and staff. We thank them all! We are slated to open the Lutnick Library in time for the fall 2019 semester. We are greatly looking forward to it!

— Terry Snyder is librarian of the College

Temporary Quarters for Magill’s Circulating Collection

At the start of the calendar year, Magill Library’s circulating collection was relocated to a warehouse in Conshohocken, PA. William B. Meyer Library Relocators, Inc. performed the move, which required boxing, palletizing, and inventorying nearly 400,000 volumes. The resulting arrangement in the warehouse includes 444 pallets and over 15,000 boxes, with a software system able to pinpoint the exact box in which a given volume is stored. These books can be requested through Tripod, and are delivered to campus Monday through Friday by our new warehouse associate, Charlie Robbins. (See p. 6.)

The selection of the Conshohocken warehouse and development of the plan to service the collection dates back over a year. At that time, the Magill Building Committee determined that the least expensive method for housing and transporting books to campus was through a self-service model, rather than contracting with a storage company. A subset of the committee

visited several warehouses last summer, agreeing that the Conshohocken facility was the best for our purposes given its price, location, square footage, office area, and accommodations. The College took possession of the warehouse in December 2017, and will occupy the facility until summer 2019, when we expect to return the book collection to the Lutnick Library.

To courier requested books from the warehouse to Haverford’s White Science Library, the College purchased a small cargo van. The van offers ample and easy storage for bins of books, and is economical to operate. Once the van is no longer needed by the libraries, it will be incorporated into Haverford’s fleet, where it will continue to serve the College for years to come.

Additional information about collection access and the renovation more broadly is available at haverford.edu/library-building-project.

— Norm Medeiros is associate librarian of the College

Present Meets Past: Founders as the Library’s Temporary Home

The ideas that the library is the heart of the campus literally came true this spring when library services were moved into Founders Hall, Haverford’s original building. While Magill Library is closed for renovation, students and faculty have access in Founders Great Hall to computers, printers, and scanners, subject librarians, course reserves, and reference books. There also are carrels, tables, sofas, easy chairs, and quiet nooks for studying.

Students appreciate the virtual flames in the marble fireplace and the oriental carpets that create a cozy atmosphere in the Great Hall. On the floor above, the Common Room, long the setting for faculty meetings, is now outfitted with tables, carrels, and soft seating. It is a space for quiet study, but the vistas keep students from feeling isolated. On one side, the lunette windows look down on the activity in the Great Hall. On the other side, a long window seat affords a view of gardens, Lloyd Hall, and the dining center. Both the Great Hall and the Common Room are suffused with natural light that contributes to their comfort and attractiveness.

During the renovation period, subject librarians are working with students and faculty to provide needed services. Librarians are providing research instruction in classes and creating customized research guides for individual courses. They also are meeting with students and others to develop personalized research plans and answer specific questions. Founders Great Hall is the focal point for research help and questions regarding library resources, especially given the dispersion of books formerly shelved at Magill Library. Most of Magill’s book collection is housed in an off-campus warehouse, and can be requested through Tripod. There are also 22,000 high-use titles on campus in the Printmaking Studio available for immediate use. (This collection is available 24/7 with a Haverford ID card.) All books ordered since December 2017 are shelved in an expanded “new book” area in the White Science Library. Library staff can show students how to quickly identify and obtain needed materials.

Moving library services to Founders is in many senses a homecoming. Students can read or write in quiet concentration, just as students did in the library established in Founders at the College’s creation in 1833. The past and present will continue to converge until the library reopens in August 2019.

— Margaret Schaus is lead research & instruction librarian
Expanding Services in the White Science Library

BY CAROL HOWE

The end of December 2017 saw a flurry of activity as hundreds of boxes of videos made their way from Magill Library to the White Science Library. Housing over 6,000 videos—on topics outside the sciences—is just one of the many ways that life in the science library has changed.

In January and February, seven staff members from Magill Library moved into the science library, bringing with them a host of new processes. Acquisitions and metadata services are now performed in the science library, as well as management of electronic resources, interlibrary loan, and mail delivery. Services provided at the science library have been augmented with expertise from Magill. In addition to more full-time staff, more student workers have been hired and trained to handle the increased workload.

Where there used to be 20 or fewer books on the hold shelf (i.e., books requested by Haverford students and faculty from other institutions) for science patrons, there are now hundreds serving all disciplines. The increased number of users has also helped to bring our success to fruition.

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Where there used to be 20 or fewer books on the hold shelf (i.e., books requested by Haverford students and faculty from other institutions) for science patrons, there are now hundreds serving all disciplines. The increased number of users has also helped to bring our success to fruition.

Because a greater number of patrons are picking up their books at the science library—and all books have to be returned to the science library—we are seeing faces that we’ve never seen before. We welcome the faculty and students from the humanities and social sciences who now grace the science library. We’ve added more computers, an additional printer, and more seating to make the library as user-friendly as possible. Patrons can also reserve their favorite science library for two hours at a time. Thanks to the diligence and hard work of the library staff, the transformation of the White Science Library to a primary hub of activity has been a great success. Thanks also to the faculty, students, and staff whose patience during this process has also helped to bring our success to fruition.

—Carol Howe is science librarian

The sun-drenched Gilbert F. White Science Library.

Tri-Co van driver, who delivers books among the Haverford, Bryn Mawr, and Swarthmore libraries, used to come to the science library once per day; now he comes four times per day. The sheer volume of van boxes alone is an impressive sight. Student workers also have to retrieve books from the Printmaking Studio on campus, where we are housing 22,000 of our most highly circulated books.

In addition to processing all these items, students are also responsible for handling books delivered from the warehouse in Conshohocken, where the remaining hundreds of thousands of books from the Magill circulating collection are being housed. (New acquisitions from all disciplines, however, are being shelved in the science library.) The White Science Library hours have expanded to reflect the increased workload and increased number of users.

Digital Scholarship Compañero Program

BY ALEX GALARZA

The Digital Scholarship Compañero Program provides students with paid library fellowships to work on the Grupo de Apoyo Mutuo (GAM) Digital Archive, a post-custodial archive project focused on materials related to human rights abuses during the Guatemalan Civil War (1960-1996). A reconfiguration of the library’s Digital Scholarship Fellows Program, the Compañero Program includes an inaugural cohort of six bilingual undergraduates from a variety of majors and class years. The students work with the GAM project team at Haverford and our partner organization in Guatemala City to digitize and describe records of disappeared persons, while also developing their own research topics.

The GAM Project team selected six students from twelve applicants at the start of the fall semester: Ashley Guzman 19, Zakkai Markowitz 21, Natalia Mora 21, Tania Ortega 19, Maritza Ramirez 20, and Rafael Rodriguez 20. All six are work-study students and five are Chesick Scholars. Their majors and interests include law, anthropology, art history, political science, and computer science.

Compañeros learned the fundamentals of archival research, grant writing, design thinking, and digital storytelling in a series of workshops and projects throughout the academic year. Rosie Cohen, a fourth-year history major who works in the library with Research & Instruction Librarian Brie Gettleson, has also worked with the Compañeros in a leadership role. She has facilitated discussions, managed projects, and provided guidance in shaping research questions. Her experiences in Guatemala and work in creating and annotating bibliographies have been invaluable in orienting the Compañeros in the GAM project.

The Compañeros also wrote proposals to travel to Guatemala for nine-week summer internships funded by Haverford’s Center for Peace and Global Citizenship. Three Compañeros wrote successful proposals and will be joining me and other members of the GAM project team in Guatemala this summer. Two more Compañeros will also travel to Guatemala with the support of the Chesick Scholars Program and the Library Summer Internship Program.

Ashley Guzman traveled with Brie Gettleson, Digital Scholarship Librarian Andy Janco, and me to present on the Compañeros’ work at Reed College in March for the conference, “From Evidence to Scholarship: Transforming Undergraduate Student Research in the Digital Age.” We discussed how undergraduate learning opportunities are key to the success and sustainability of the GAM Project in a panel titled, “Digital Scholarship Compañeros: Digitizing a Human Rights Archive in Guatemala with Librarians, Undergraduates, and Lawyers.”

The Compañeros have worked to build skills that will be vital not only to the work of digitizing and describing materials in Guatemala, but also in bringing a set of interests and research questions that shape how our project team develops research applications and the digital archive.

The summer promises to be an exciting phase in which Compañeros make valuable contributions to building the archive, developing research projects, and strengthening our partnership in Guatemala.

—Alex Galarza is postdoctoral fellow, data curation for Latin American & Caribbean studies

The Digital Scholarship Compañero Program team in Guatemala.
Staff News & Notes

The Libraries welcomed two new staff members in the past few months.

Ellen Garrison joined the Libraries in February as the acquisitions specialist. Before coming to Haverford, she spent 15 years in the publishing industry, first as an associate editor at Basic Books and Viking, then as a freelance editor for serious trade nonfiction (and anything else that came her way). The books she’s edited range from a psychological study of hoarders, to *Principles and Standards*,” an invited paper for Transparency and Reproducibility: “Documenting Quantitative Research for Reproducibility in Undergraduate Education,” in *M.K. Hernley & S. Davis-Kahl (Eds.), Undergraduate Research and the Academic Librarian: Case Studies and Best Practices* (Chicago: Association of College & Research Libraries, 2017). In January, Norm and Richard presented “Documenting Qualitative Research for Transparency and Reproducibility: Principles and Standards,” an invited workshop in methods organized by the Social Science Research Commons at Indiana University.

— Mike Persick is head of acquisitions & serials

Technological Leaps Forward: Strategic Tri-College Initiatives

**BY SARAH HOROWITZ**

**The renovation of Magill Library posed particular challenges for Quaker & Special Collections.** As the repository of Haverford’s rare and unique materials, our thousands of books and manuscripts could not be packed by movers. Instead, Quaker & Special Collections staff, including student workers, undertook this monumental task, made more demanding by our continued support of researchers and classes through the end of 2017.

**BY ADAM CRANDELL**

Some of our readers may remember, with varying degrees of fondness and nostalgia, the days of searching library card catalogs. (I certainly do when thinking back to my school library as a kid.) We may have similar feelings when we reminisce about thumbing through photo albums, laughing at hair and clothing styles that have fallen out of—and sometimes come back into—fashion. Nowadays, we effortlessly search catalogs online and carry our photo albums on our smartphones. Changes in information technology are normal to us, and they are normal to libraries, too.

Over the past few years, librarians and select senior staff at Haverford, Bryn Mawr, and Swarthmore have been engaged in important strategic and holistic conversations around how we collectively manage and expose the information we steward, like books and articles, and how we generate shelves of uniform boxes and spreadsheets describing their contents. This project was also an essential first step in one of our major projects: organizing and describing unprocessed collections so that they can be available to researchers when we return to the renovated library.

Throughout last summer and fall, student workers rehoused materials from old boxes, which we were afraid might not survive the stress of the move, into new folders and boxes, keeping an inventory of folder titles as they did so. Once we determined that all the manuscript materials were in suitable boxes, each box had to be closed and sealed to prevent opening or removal of materials during the moving process.

While most manuscript materials, such as letters and diaries, were already in boxes, our thousands of rare books needed to be packed into boxes that Brooklyn could not have handled. This process involved contributions from the conservation, circulation, and metadata services staff. Packers lined boxes with bubble wrap, wrapped books in tissue paper, made sure the books were securely packed spine-down (to prevent damage to bindings and pages), and stuffed boxes with tissue and bubble wrap to insure that no book would be jostled during the move. We tracked our packing in spreadsheets, noting how many volumes were present in each box, as well as whether an expected item was absent (oversize items, for instance, were held out to be packed in larger boxes). We packed materials in call number order, so they can be easily set on the shelf when we unpack.

Once packing and sealing of boxes were complete, Quaker & Special Collections staff supervised the movement of materials to an off-site facility with the necessary climate control and security. By the end of January, all materials had been moved to their temporary quarters. We assigned each box a unique identifier, which we will use to keep track of box locations until everything is placed on the shelves in Lutnick Library.

In all, Quaker & Special Collections staff packed and supervised the moving of 9,082 boxes. This careful stewardship of Haverford’s most treasured materials will ensure they are available to users for generations to come.

— Sarah Horowitz is curator of rare books and manuscripts & head of Quaker & Special Collections

Boxes, Boxes, Everywhere! Moving Quaker & Special Collections

Packing began almost a year before any boxes left Magill. In order to ensure we had accurate descriptions of the collections, and that the materials were packed in a way that would protect them, we needed to inventory and house in standard boxes all our unprocessed manuscript collections. To facilitate this process, we held an “inventory day” in which staff from around the library described and placed in folders a wide variety of collections. Work continued throughout the summer and fall,

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Technological Leaps Forward: Strategic Tri-College Initiatives

(continued from p. 6)

preserve our local digital and digitized collections, like images and theses. In a quaint and oversimplified sense, we are talking about our modern-day card catalog and photo album.

The results of these thoughtful Tri-College conversations and careful planning have led us to convergent and complementary selections: Ex Libris’ Alma as our integrated library system (ILS), and Islandora as our digital asset management system.

Ex Libris’ Alma is a powerful software tool that can aptly manage the variety of resources that libraries offer to scholars. Alma will help staff administer the array of library materials that are part of modern scholarly inquiry, with particular effectiveness in managing e-resource content, licenses, and access. Alma will present library users with an integrated set of search results from all types of materials and sources. The system aggregates and normalizes metadata—or information about materials—into one simple, yet powerful search interface.

Islandora is an open-source repository that will house and preserve our virtual assets, such as digital photos and videos, senior theses and capstone projects, and digitized manuscripts from our treasured Quaker & Special Collections. Currently, we store these digital materials across a variety of platforms and places; Islandora will provide us with centralized management and singular access for scholars. Also, metadata from this platform can be fed into our Alma ILS platform, further facilitating discovery and access.

Work to implement Alma and Islandora is underway. Alma will be online at the end of December 2018, and Islandora will be available for public use in mid-2019.

—Adam Crandell is music librarian and coordinator for user experience