

## **University Library Committee Minutes**

**Date:** January 18, 2007

**Time:** 4:00-5:00 p.m.

**Location:** Library Board Room

**Chair:** Dr. Douglass Berry

**Members Present:** Eileen Hitchingham, Larry Freeman, Werner Kohler, Mayuresh Patil, Ross Edmonds, David Ratcliffe

**Guest:** Christopher Peters

### **1. Guidelines for responding to disruptive behavior in the Library** (Christopher Peters, Shelving Supervisor)

Committee members were provided with a copy of the Newman Library – Virginia Tech Disruptive Behavior Guidelines. Christopher Peters, shelving supervisor, explained that during the summer the Library experienced several incidents of disruptive behavior from visitors and groups visiting the Library. In August Hitchingham introduced a charge for an ad hoc committee consisting of directors and supervisors who are most likely to see or hear such behavior. The committee was charged with developing guidelines and general sense safety practices that call for intervention occurring at the most immediate level of observation.

The committee presented a draft of the Guidelines for approval to the Library Advisory Council in December. Peters reviewed the final document and discussed the guidelines with the committee members.

### **2. Authentication – What university departments can do to provide qualified students with access to university resources such as software or library resources.** (E. Hitchingham)

Hitchingham explained that Library databases are licensed for access by faculty, staff, and students of the university. Most individuals in these categories are in the Banner system. Those in the Banner system can be downloaded into what is called the Enterprise Directory. The Enterprise Directory serves as the university database against which many university services can query to determine whether a particular individual is “VT” or “Not VT”

Like many other universities the number of special groups is increasing. Although they may be considered as faculty, staff, or students within a program, they may not be represented in Banner because Banner was primarily created to track funding related issues – people who pay tuition or people who are paid by the university. An example of such a group would be some students in the School of Biomedical and Engineering Sciences (SBES). These students get a joint degree from Virginia Tech and Wake Forest, but they do not fit the traditional down from Banner scheme. The university’s information technology staff have been working to develop methods to get groups like these into the Enterprise Directory while still observing security issues.

Right now the university has a “pretty good” solution for getting groups that would be recognized as “VT” but which are not in Banner into the Enterprise Directory so that authentication queries can be run against that Directory. If a department or unit has students in a situation equivalent to that of the SBES, they can:

- Contact Karen Herrington, Information Technology Security at [kmherrin@vt.edu](mailto:kmherrin@vt.edu) to ask that a special group be created in the Enterprise Directory. I believe that she will tell you how long the group will be active in the Directory and what you might need to do to update information.
- At the same time let Beth Lancaster of the Library, [blancast@vt.edu](mailto:blancast@vt.edu) know that you asked Karen to create a group.
- When Karen lets you know that a group for your students and or faculty has been created, tell Beth Lancaster what the name of the group is. She can then add that legitimate group to a search string that queries against the Enterprise Directory. If your users are anywhere else but on campus they will need to access through the library proxy server. Everyone who uses a non-VT internet provider like Verizon needs to do this. The information to use the proxy server is at <http://www.lib.vt.edu/help/extended/proxyfaq.html>