Another year has gone by and as you can see in the report, we accomplished a lot and LTS staff have a lot to be proud of. The transition to Workday Finance consumed much of our collective energy, and given how complicated and complex that transition was, we did very well. We learned quite a bit from this experience that will be useful as we move forward with continued transitions to new systems. I would like to thank the community members for their patience as we worked through the issues and finished the year well.

We also were engaged in several other major transitions--nine of our long term staff members opting in for the voluntary retirement program (VRP); managing the relocation of science library collections; and planning the transition to a new alumnae system, to name a few.

In LTS we constantly strive to deliver the best service to our faculty, students, and staff. We do this by constantly adjusting to the needs of the community. For example, last year, we had to rethink our service model for a couple of major reasons--staff reductions after VRP and the Banner to Workday transition. We put on our creative hats and reorganized (yet again) to be able to provide better service despite these disruptions!

We could not have done all of this without support from the Wellesley community, so thank you! I would like to express my gratitude to LTS staff members, the senior leadership at the College, and the Advisory Committee on Library and Technology Policy for their support and advice.

LTS ORGANIZATIONAL GOALS FOR 2019

- Identify opportunities to support inclusive excellence, a core priority of the College
  - Explore ways to expand the reach of our student instruction programs
  - Find ways to collaborate with other divisions and departments that have well-defined initiatives in this area
  - Find ways to help and support the community in adopting pedagogies, systems, and technologies that are accessible to a larger audience and improve learning

- Highlight our unique library collections
  - Take steps to enhance the discovery, use, and preservation of the College's unique resources stewarded by LTS
  - Enhance collaboration among collections librarians, research and instruction librarians, and other LTS groups
  - Increase communications about our unique library collections

- Operate as a lean organization while providing the same or improved service in a changing information services landscape
  - Empower LTS staff to generate and advocate for ideas and try new things
  - Facilitate cross training and knowledge sharing among LTS staff
  - Use data to inform decisions
  - Empower staff outside of LTS to support one another in the use of technology resources

- Revitalize the LTS core vision
  - Develop the next strategic plan by conducting a strategic planning exercise that has broad participation
  - Proactively engage new staff in planning and strategy conversations so as to bring fresh ideas
RIS offered a wide variety of Digital Scholarship and Instructional Technology faculty workshops throughout the year, including:

<table>
<thead>
<tr>
<th>Date</th>
<th>Workshop Title</th>
<th>Description</th>
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<tbody>
<tr>
<td>Sep 26</td>
<td>Managing your Research Digitally</td>
<td></td>
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<tr>
<td>Oct 17</td>
<td>Visualizing and Analyzing Texts with Voyant</td>
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<tr>
<td>Nov 13</td>
<td>Building Digital Exhibits with Omeka and Neatline</td>
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<tr>
<td>Nov 14</td>
<td>Analysis through Annotation</td>
<td>Close reading; annotating different media</td>
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<tr>
<td>Dec 5</td>
<td>Measuring in the Moment</td>
<td>Clickers &amp; other in-class polling possibilities</td>
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<tr>
<td>Jan 25</td>
<td>Language Learning &amp; Technology Institute</td>
<td>Day-long exploration of topics including video tools, assessment techniques, and digital storytelling</td>
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<tr>
<td>Feb 12</td>
<td>Media-rich Publishing with Scalar</td>
<td></td>
</tr>
<tr>
<td>March 2</td>
<td>Hidden Tools in Sakai</td>
<td>Dropbox, Assignments, others.</td>
</tr>
<tr>
<td>March 6</td>
<td>Digital Scholarship Day</td>
<td>● 10:00am - Mapping and GIS Panel</td>
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<td></td>
<td></td>
<td>● 1:00pm - ArcGIS Online Workshop</td>
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<td></td>
<td></td>
<td>● 3:30pm - Interactive Showcase</td>
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<td></td>
<td></td>
<td>● 4:30pm - Ethics and Digital Scholarship: A Faculty Panel</td>
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<tr>
<td></td>
<td></td>
<td>Four Wellesley faculty discuss the ethics of digital scholarship, including topics of consent, labor, cultural appropriation and sensitivity, empathy, accessibility, and representation.</td>
</tr>
<tr>
<td>March 19</td>
<td>Hidden Google</td>
<td>Appointment slots, linking Docs together, Sites, Calendar tips, using Forms for quizzes.</td>
</tr>
<tr>
<td>April 10</td>
<td>Sakai Syllabus and Lessons</td>
<td></td>
</tr>
</tbody>
</table>
Evelina Gužauskytė (Spanish) and David O’Steen (LTS), co-directors of Wellesley’s Blended Learning Initiative, marked four years of innovation by hosting a symposium April 6-7, titled “Shifting (the) Boundaries: Blended Learning, Digital Humanities, and the Liberal Arts.”

More than 100 attendees—including Wellesley students, faculty, and staff, and guests from 25 other institutions—heard presentations by 30 faculty and student speakers from Wellesley and invited speakers from institutions around the country. The event featured panel discussions about a variety of blended learning and digital humanities projects, such as an Italian online course, a virtual reality evolutionary anatomy lab, a summer course in Iceland that integrated digital tools with field research, and research on gaming perceptions and experiences in a women’s college community.
AALAC/CLAC WORKSHOP ON MAKING AND FABRICATION IN LIBERAL ARTS

Our workshop, hosted at Wellesley College in January 2018, brought together faculty and staff of AALAC member institutions to discuss the integration of Digital Fabrication & Making in the Liberal Arts, showcasing the range of disciplines and applications for which these tools are used and developing an understanding of the best, sustainable practices for their use.

Thirty-eight participants from 18 different institutions attended the workshop, including Mount Holyoke, Macalester, Wesleyan, Oberlin, Grinnell, Vassar, Bryn Mawr, Bates, Colby, Colgate, Olin, Depauw, Brandeis, Amherst, Carleton, Babson, Trinity, and Haverford.

The workshop did a fantastic job of highlighting the opportunities and challenges of integrating emerging technologies across diverse curricular and programmatic structures. It became clear, that in many ways, Wellesley is ahead of our peers in this regard, though we still have a lot of low-hanging fruit available to enhance our current teaching and support in these areas. All in all, it was a great way to meet and engage with colleagues at other institutions.

Adam Van Arsdale, Professor of Anthropology
KNAPP CENTER MAKERSPACE

The library makerspace in the Knapp Center has become a model for other institutions hoping to establish similar initiatives. Indicative of this is the number of off-campus visitors who toured our space. Hailing from a wide variety of academic and community-run institutions, we shared our space with over 20 visits this year.

Organizations include: Brandeis University, UCONN, University of Pompeu Fabra, Trinity College, Colgate University, Yale University, Onondaga Community College, Olin College, Babson College, iRobot, BLVD, and a few non-profit community makerspaces from the area. This number does not include the 38 attendees of the AALAC/CLAC workshop from 16 different institutions, who also visited our space during the workshop.

20 unique site visits

34 individual off-campus visitors

MAS/CS 225: Making and Fabrication: Methods, Culture, and a Heuristic Approach to Technology

For the first time, a full-semester for-credit course was taught in the Knapp Makerspace. Students were asked to study the “maker movement” as a culture and become participants in their very own makerspace community. Students investigated and utilized maker tools and techniques, and worked collaboratively to develop several projects that physically communicated their own academic interests.

Students toured the laboratories and robotics facilities at Boston Dynamics and were required to research and visit another community makerspace of their own choosing.

Student Fabrication Projects: noise-level meter for K-12 classrooms; robotic sculpture that moved in synchronicity with heart rate readings; original video games; security camera covering servo motor that could be triggered remotely over wifi; 3D printed fashionable ear protection; clothing patterns designed from 3D body scans; interactive multimedia D&D board; programmable bedroom lighting that could be activated over wifi; video installation that changed based on the weather in major US cities; VR simulation of swimming underwater.
The Student Library Research Awards saw 50 submissions this year, the largest in the history of the awards. The winning entries came from across the curriculum, including Political Science, Latin, East Asian Studies, American Studies, and an innovative Computer Science project that investigated anthropological and public health attitudes towards menstruation and created a prototype mobile app that empowered users to track their menstrual cycle. Winning entries can be viewed in the Digital Scholarship and Archive Institutional Repository.

2018 Award Recipients

Margaret Flemings ’18, Rachel Pak ’18, and Shanzay Kazmi ’18 have won the 300-level award for their CS 320 project, “Crimson Wave: Shedding Light on Menstrual Health.” Supporting faculty: Orit Shaer.

Kate Hansen ’19 has won the 100/200-level award for her AMST 101 paper, “Haunting Legacies: Sundown Towns of the American Midwest.” Supporting faculty: Michael Jeffries.

Sophie Barowsky ’21 has won the First Year Award for her POL 123 paper, “Scientology: The Art of Cultic Persuasion.” Supporting faculty: Christopher Candland.

Linda Zhou ’18 has won the Independent Study Award for her EAS 350 paper, "Development and Growth without Property Rights in China's Transition Economy: Aijian Corporation and CITIC.” Supporting faculty: C. Pat Giersch.

Katharine Gavitt ’21 received an honorable mention for her LAT 311 paper, “The Disappointment of the Ass: A Study of Food in Apuleius.” Supporting faculty: Jeffrey Ulrich.
The Wellesley College Library collections now include well over two million resources available to the entire community. Just over half of these are electronic resources and the rest are in tangible formats.

While we note that the monograph remains the most important resource in many disciplines, library users are increasingly using books, journals, films, and archival records in digital form. As noted in last year’s report, physical books are often consulted in the library rather than being checked out so we consider many factors and a variety of data points when we evaluate our collections.

This year, we were able to carefully evaluate the Science collection in preparation for the renovation and redesign of the Science Center. More than 30,000 books were relocated to the Clapp Library to form a discrete science collection there. Thousands more books, not often consulted, were moved to our off-site storage facility while our electronic resources together with our participation in the shared-print consortium EAST and interlibrary loan cooperatives enabled us to keep the collection’s content accessible.

Highlighting our unique collections, ensuring we have the resources to support teaching, learning, and research, and facilitating the use of those resources for all members of the Wellesley community is our goal.

Karen Bohrer, Director of Library Collections

Main Reading Room in the Library, 1930, from the Wellesley College Archives Image Gallery.
In October 2017, the Archives hosted a visit by Lorraine O’Grady, winner of a 2017 Alumnae Achievement Award. Ms. O’Grady spoke to Dr. Nikki Greene’s African American Art students about her life and career. The Archives holds Lorraine O’Grady’s papers: http://academics.wellesley.edu/lts/archives/MSS.3.html

In November 2017 and June 2018, the Archives hosted archeology classes taught by Dr. Elizabeth Minor. Both classes worked on an archaeological dig on the site of College Hall, Wellesley’s former main building, which burned down in 1914. Students used documents and objects from the Archives to interpret the objects they found during the dig.

ARCHIVES ACTIVITY & DIGITAL COLLECTIONS PARTNERSHIP

600 research requests
194 unique researcher visits
7 class visits
132 new accessions
850 photographs digitized, including over 200 for reference requests
400 letters digitized
98 alumnae biographical files digitized
23 faculty biographical files digitized

ARCHIVAL COLLECTIONS OF INTEREST DIGITIZED BY DIGITAL COLLECTIONS

Annie Jump Cannon, Class of 1884: Biographical Files and Photographs
Janet Davidson, Class of 1917: Letters home
Marjory Stoneman Douglas, Class of 1912: Documents and Photographs
Mayling Soong, Class of 1917: Documents, Correspondence and Photographs
Select digitization from the collections of Presidents Ruth Adams, and Nan Keohane
Select digitization from collections on Ethos, and the Davis Museum
There have been some exciting additions to Special Collections this year. Special Collections has received a major gift of rare books from the estate of Frank N. Manitzas, in memory of his wife, Nita Rous Manitzas, class of 1955. Among the 256 books are valuable literary first editions by Jane Austen, Charlotte Brontë, and Henry James. Threshold works in the history of political and economic thought are another feature of the collection, including an extremely rare first edition of *The Federalist Papers* by Alexander Hamilton, and the first English translation of Karl Marx’s *Kapital*. Unique copies in original dust jackets with personal inscriptions and manuscript notes by authors such as Edith Wharton, E.M. Forster, Joseph Conrad, and T.S. Eliot offer rare insights for the student and scholar. The gift is significant for Wellesley because it fills some important literary gaps in the existing collection, and will be used to support hands-on teaching with primary source materials.

**TEACHING HIGHLIGHTS**

72 classes were taught in Special Collections during the year, for a total of 1,073 students attending.

One highlight was the First Year Writing seminar “Storytelling in the Digital Age” with Heather Bryant. Using the Library’s excellent collection of artists’ books as a starting point, we explored an innovative approach to inspire students’ creative writing: "Multi-Modal Ways of Reading through Artists' Books." (Write to wcspecialcollections@wellesley.edu if you would like the guide.)

Among important acquisitions was the purchase of a collection of 19th c. printed books and pamphlets on phrenology, to support a new course on the History of Mental Health in Europe, taught by Simon Grote (History Department). Shown here is an example of a diagnostic tool, the phrenology head, which was also an inkwell!

INSTITUTIONAL REPOSITORY

27 new faculty articles  
117,396 downloaded articles  
57,593 downloaded student theses  
4,783 new repository posts  
199 countries  
6,259 institutions

Visit the Institutional Repository here: repository.wellesley.edu.

DIGITAL COLLECTIONS

This year Digital Collections contributed significantly to the College Women project, which was funded by the NEH, and was a collaborative effort among LTS Staff and the Seven Sisters colleges. The goal was to establish an online research repository that documents the history of women’s education, and the colleges they attended. This year, LTS Digital Collections staff digitized over 11,700 pages, including letters, scrapbooks, and photographs.

In addition to partnering with Archives on digitization, Digital Collections also worked with Special Collections on some key projects such as digitizing portions of the Elbert Collection and making their Autograph Letters accessible. They also worked with the Wellesley College Alumnae Magazine and Public Affairs on their image collections, adding approximately 4500 images to their online databases.

Pageant of Light, Tree Day, 1932, featured in the College Women project.
LIBRARY E-RESOURCES

12,868
E-BOOK TITLES IN CATALOG WERE ACCESSED 96,512 TIMES

17,761
E-JOURNAL TITLES IN CATALOG WERE ACCESSED 305,833 TIMES

3,827
ARTICLES BORROWED VIA ILL

844
BOOK CHAPTERS BORROWED VIA ILL
LIBRARY CIRCULATION

Library Checkouts by Location

Checkouts by Patron Type
We completed our first full fiscal year with **Workday Finance** and **Human Capital Management (HR)**.

Workday has helped us streamline several processes at the College. Faculty and Staff now have direct access to some of the financial data that they were not privy to, thereby eliminating confusion and need for satellite systems for record keeping.

As you see below, expense reimbursement is very quickly.

We are barely scratching the surface of functionality in Workday and we are committed to applying them for the benefit of our community.

We know the difficulties faced by the staff and faculty last year in adjusting to the new system and changes in policies. We appreciate your patience and willingness to work with us. Thank you!
It is extremely important that you follow the best practices to protect your data against the constant threat of cybercriminals. Two-factor authentication is a highly recommended practice whereby you are required to provide password and an additional piece of information transmitted to a device (such as phone or a USB token) that you have access to are required to get access to systems. LTS successfully enrolled over 1300 faculty and administrative staff in DUO, our two-factor authentication (2FA) system. DUO has helped vastly reduce the threat from phishing for its users. All classroom instructor computers were outfitted with USB extender cables to facilitate quick authentication via USB tokens.

Here is the breakdown of the various methods that faculty and staff use for DUO Authentication:

<table>
<thead>
<tr>
<th>Authentication Method</th>
<th>Count (Percentage)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duo Push</td>
<td>1,637 (63.3%)</td>
</tr>
<tr>
<td>Phone Call</td>
<td>609 (23.5%)</td>
</tr>
<tr>
<td>Duo Mobile Passcode</td>
<td>127 (4.9%)</td>
</tr>
<tr>
<td>U2F Token</td>
<td>82 (3.2%)</td>
</tr>
<tr>
<td>SMS Passcode</td>
<td>79 (3.1%)</td>
</tr>
</tbody>
</table>
BOOK ARTS LAB

A total of 53 class sessions, for a total of 760 students, were taught by Katherine Ruffin, Director of Book Studies Program and Lecturer in Art, in the Book Arts Lab in Clapp Library and the Papermaking and Screen Print Studio in Pendleton West.

Classes from the following departments participated in the Book Arts Program: Art History, Studio Art, English, the Writing Program, Media Arts and Sciences, Cinema and Media Studies, and Women and Gender Studies.

In November 2017, in honor of the 500th anniversary of Martin Luther’s posting of his 95 theses on the church door in Wittenberg, Germany, Dr. Ruffin did a printing demonstration in the Book Arts Lab that was related to an exhibition at the Davis Museum. Dr. Ruffin printed on hand made paper on the Washington hand press and explained each step of the process—50 visitors, from ages 3 to 93, came to see the demonstration.
Did you know that we have two 1 Gigabit connections to the internet? These are from two different providers (Lightower and Comcast) so that if one is down, we can still comfortably connect to the internet through the other. These patterns reflect the usage based on our academic cycle. You can see the dips in usage during the winter break and the summer.

In addition to these two connections, we have one more one Gigabit connection through Lightower to their Marlborough facilities. We have leased a space there and have placed hardware to backup data from the campus to protect against loss of data on campus in case of a major disaster.
HELP DESK AND WORKDAY TICKETS

The breakdown of the 16,957 Help Desk and Workday tickets created this year demonstrates the wide-range of services LTS supports for the Wellesley College community.
STAFF AWARDS, PUBLICATIONS & PRESENTATIONS


Emily Bell was awarded a Diploma in Conservation from the American Academy of Bookbinding in October 2017, after evaluation by a jury of Conservators of several treatment examples and a paper entitled "Structural and Material Clues to Bookbinding History". The paper is currently being turned into a series of articles for the Guild of Book Workers newsletter at the urging of the jury members.


Rebecca Goldman gave a keynote presentation at the inaugural ArchivesNOW conference in Los Angeles in April 2018.


Staff Awards, Publications & Presentations


Katherine Ruffin, Handy Books. Merker Gallery, Center for the Book, University of Iowa, Iowa City, IA, August 20-September 15, 2017, and Special Collections, Main Library, University of Iowa, Iowa City, IA, September 15-November 1, 2017.

http://dronefest.colgate.edu/itinerary/


https://events.educause.edu/eli/annual-meeting/2018/agenda/sem02teaching-learning-and-research-with-emerging-technologies-guided-discussions-of-strategies-separate-registration-is-required

https://www.archaeological.org/meeting/program


http://dronefest.colgate.edu/drone-fest-2017/
STAFF AWARDS, PUBLICATIONS & PRESENTATIONS

[https://library.educause.edu/resources/2018/1/7-things-you-should-know-about-photogrammetry](https://library.educause.edu/resources/2018/1/7-things-you-should-know-about-photogrammetry)

[https://makerfaire.com/maker/entry/63153/](https://makerfaire.com/maker/entry/63153/)