

Library Faculty Meeting Minutes

Date: Wednesday, January 25, 2006

Present: Baker, Bryant, Heck, Kerins, O'Shea, Reid, Schneider

Leader: Heck

Recorder: Kerins

Observer: Reid

Next Meeting: Wednesday, February 15, 2:30-4

Leader: Kerins

Recorder: Nelson

Observer: O'Shea

Last Meeting: Minutes of January 11, 2006 approved

Special Agenda Items: Library Student Retention Committee. Leader: Reid (for Dr. Nelson) This committee includes 4 library employees who are either current or recently graduated ASU students: Jamie Bassett, Beth O'Dell, Patricia Perry and Miriam Zecharias. Camilla Reid in Dr. Nelson's absence informed the committee of its goal, which is to develop and implement plans for ways the library can affect student retention. She handed out a packet containing the library mission statement, excerpts from the FY06 Unit Plan, and reports from the Phi Kappa Phi Student Focus Group and PKP Forum on Student Success and Retention. At the next library employee meeting, Wednesday, February 1, the floor will be open to discussion/comments on this topic.

Jamie Bassett suggested the library designate one of the study rooms a child-friendly room, with computer access for the student and a chalkboard and small toys for the child(ren.)

Patricia Perry mentioned how important it is to lead patrons where they need to go rather than just explaining and pointing, if the situation permits, of course.

Area Reports:

Reference: (Fay Verburg): Camilla Reid is working on the next reference schedule.

Fay may be back part time in February.

Library Instruction: (Camilla Baker): This is the middle of the instruction season and there are about 60 classes which have been scheduled so far, with more expected.

Special Collections: (John O'Shea): Jason Craig of Augusta Blueprint reviewed the Summers maps in Special Collections on January 19th to prepare estimates for making a paper copy and a digital copy of the maps.

The Campus Historic Preservation Master Plan Committee will meet to review a draft proposal of the plan on February 3rd.

Reese Library is scheduled to host a SOLINET workshop on Disaster Preparedness on March 9th.

Technical Services: (Diane Black): Camilla Reid reported for Diane. The Acquisitions Unit continues to process departmental orders for the FY06 budget. Approximately 90% of the book budget has been paid out

or encumbered.

Problems related to the Voyager 5.0 upgrade have been resolved thanks to Jeff and Bob Trotter. Carolyn can now use Voyager Server Utilities to bulk import PromptCat MARC records.

Now that the large EBSCO invoices for FY06 have been processed, the Serials Unit will begin working on the FY07 renewals. Departmental renewal subscription list should be ready to send to the departmental chairs and collection development representatives by March 1.

Automation: (Jeff Heck): In the last ten days there have been minor upgrades to ARIEL and ILLIAD. Bob Trotter has resolved problems with Voyager 5.0 and Unicode upgrades.

Jeff is one of 24 people piloting a program to allow remote access to campus desktops.

Jeff will compile a handout for community users to read making them aware of the use agreement on ASU computers.

Outreach Librarian: (Mellie Kerins): Reese's Pieces should be ready by Thursday, January 26.

Susan Mucha will speak about her book *Deadly Deception* on Tuesday, January 31 on the second floor of the library.

Electronic Serials: (Martha Bryant): Martha invited everyone to look at the new databases on the GALILEO trials webpage.

Government Documents: (Joe Schneider): Joe and Deborah Tritt will do a presentation on the latest in government documents at the library employee meeting February 1.

The department is continuing to move documents from the stacks to the documents area and making needed changes in GIL.

Media Services: (Rose Axton): No report.

Circulation/Associate Director: (Camilla Reid): Paula Henson's last day will be Friday, January 27.

Camilla and Dr. Robert Bledsoe were awarded a grant "Let's Talk about It" highlighting Jewish literature. It will consist of a book discussion group beginning in September 2006 through December 2006 and will be free with the exception that participants must purchase the books.

Dr. Nelson attended a seminar on LibQual and received directions on how to administer the survey. It will be done in the spring. Incentives to encourage students to participate are needed.

Director: (Bill Nelson): No report.

Committee Reports:

Lyceum: Joe Schneider announced award-winning actress Adilah Barnes will perform on Thursday, Jan. 26, at 7 p.m. in the Maxwell Theatre.

Miscellaneous:

Jeff announced that ITS is looking into ways to provide assistance during late/weekend hours as the need arises.

Camilla Baker, Jeff Heck, Camilla Reid and Thad Jackson (student) will be presenting the March 2 Phi Kappa Phi Lecture, "Information and Computer Literacy," at 2:30 pm in University Hall 170. The theme this year for the PKP series is "ASU's Arsenal of Literacies: Reading the World."

Updated: LibFacMinutes5.doc Sept. 06, 2005 /rrw