

Library Faculty Meeting Minutes

Date: January 10, 2007

Present: Camilla Baker, Diane Black, Martha Bryant, Jeff Heck, Mellie Kerins, Edgar LaMotte, Bill Nelson, John O'Shea, Camilla Reid, Joe Schneider, Fay Verburg

Leader: Kerins

Recorder: Nelson

Observer: O'Shea

Next Meeting: January 31, 2007,
2:30 pm

Leader: Nelson

Recorder: O'Shea

Observer: Reid

Last Meeting: Minutes of December 13, 2006, meeting were unanimously approved.

Special Agenda Items: None

Area Reports:

Reference: (Fay Verburg):

* Fay reported that some Columbia County public school students were referred to Reese Library by the Columbia County Library. A reminder of our policy, that high school and elementary students must be accompanied by a parent or have a referral from their school principal or teacher, will be sent to them.

Library Instruction: (Camilla Baker):

- * Thus far 42 instruction classes have been scheduled for the spring semester.
- * The classes are concentrated at the lower and upper class levels; fewer are in the middle.

Special Collections: (John O'Shea):

* A revised Special Collections Development Policy is under review; this is one of the unit plan goals.

Technical Services: (Diane Black):

* Diane discussed some continuing problems with tracking of Reese Library electronic database payments; a meeting among Diane, Martha, and Michelle has been scheduled to resolve these issues. * The recent Voyager upgrade has caused some difficulty with ordering some materials; there seems to be a problem with EDI in the new version.

Automation: (Jeff Heck):

- * A kiosk computer station for the third floor has been configured; the computer will be able to access the online catalog only. This addresses one of the unit goals.
- * A test of the kiosk has been set up in the Library Project Room.
- * Free blog software is being tested for use by the library.
- * GIL Express is again turned on and available for use.

Outreach: (Mellie Kerins):

- * She reminded the group that blogs will be discussed at the next CSRA Library Association meeting.
- * The next library display will be on the subject of Martin Luther King and Black History Month; Yadira Payne will work on the display.
- * Mellie complimented Yadira for her excellent assistance with several exhibits.
- * She mentioned a free Smithsonian Exhibit that is available and there was discussion about the possibility of trying to schedule it for Reese Library.

* The next "Meet the Author" session be on January 25 and will feature Dr. Paul Harris.

Electronic Resources: (Martha Bryant):

* There are currently database trials for Faulkner's Advisory for IT Studies and Datamonitor ; there seems to be no interest in acquiring these databases, and some negative feedback

* Armed Conflict Database; trial is completed and in the process of purchasing it we have encountered some problems which are being addressed.

* Martha will be attending the Electronic Resources in Libraries Conference in Atlanta.

Government Documents: (Joe Schneider):

* A Census Documents workshop will be conducted for professor Barbara Coleman; there continues to be more usage for this material.

Media Services: (Edgar LaMotte):

* Edgar reported that IT Services is getting out of the business of loaning laptops to students and transferring the one usable computer remaining to Media Services. There is much more demand for laptops for checkout.

* Only the Library and Media Services will continue to checkout laptops to students.

Circulation/Associate Director: (Camilla Reid):

* She reported on the fall 2006 Jewish Literature Book Discussion group that she and Dr. Bledsoe co-facilitated. The discussion was well-received and about 30 persons were there every night. Evaluations were very high, and 93% said they would attend a similar discussion in the future.

* The joint monthly meeting with JSAC staff covered the following issues: meetings in the breezeway (noise), JSAC help desk, communication, and continuing issue with automatic doors.

* Dar reports there is a continuing problem of the late arrival of materials for electronic reserves.

* The renovation of space on the 3rd floor for Dr. Cashin and the Center for the Study of Georgia History is completed. We are continuing to coordinate the move with Dr. Cashin. The computer pod furniture formerly located in that space was moved to the 2nd floor; the computers will be placed in separate carrels that will be moved from the other end of the 3rd floor. An extra row of lights will be installed in the area outside the office to replace those enclosed within the office space.

* The library roof is still under warranty and the leak will be repaired.

* The Christmas tree in the library foyer has been transformed into a "New Year's tree," with library-related decorations.

* Camilla attended the ARCHS board meeting for Bill Nelson. Susan Jordan is the new ARCHS president. Camilla reported that the next meeting of will include a bus trip to the Augusta Regional Airport for a behind-the-scenes tour of the renovation.

Director: (Bill Nelson):

* Library faculty should submit their annual Faculty Role Model report for the 2006 calendar to the director no later than the end of February.

* He reported on the requests sent to Dr. Sullivan regarding mid-year funding needs for the library.

* He will be attending the ALA Midwinter conference in Seattle (January 18-24), and presenting a full-day preconference workshop on academic library assessment.

Committee Reports:

* **Library Webpage Committee:** The committee will conduct two focus groups in February, composed of 20 persons each. They will conduct evaluations of the current webpages to seek improvements to be incorporated into revised pages.

* **InReach Committee:** The committee is working on a group staff development plan. They support the idea of a "Library Day" when the library would be closed for a day between sessions in

order for all staff to attend planned development activities.

Miscellaneous:

Next Meeting: Wednesday, January 31, 2007, 2:30 p.m.

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