

Library Faculty Meeting Minutes

Date: August 21, 2007 10:00 a.m.

Present: Baker, Black, Bryant, Heck, Kerins, Nelson, Verburg
Payne, Reid, Verburg

Next Meeting: September 12, 2007
2:00 pm

Leader: Reid
Recorder: Reid for O'Shea
Observer: Verburg

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Last Meeting: Minutes of August 7, 2007 were approved.

Area Reports:

Reference: (Fay Verburg): To clarify Reference coverage while Marshall Abuwi is working in Reference by himself in the evening. As needed he will call the librarian who has traditionally worked each evening, Monday through Thursday. If that librarian is not available, he will call the Coordinator of Reference Services. He will give us feedback (observations, suggestions, concerns) on his experience so that we can assess whether this evening staffing pattern is working as a service model.

Library Instruction: (Camilla Baker): So far there are 64 library instruction classes scheduled. She has asked the library faculty to select classes they are able to teach.

Special Collections: (John O'Shea): No report.

Technical Services: (Diane Black): Acquisitions is continuing to work on setting up EDI with Emery-Pratt. FY08 book orders are being processed. The Serials unit is recruiting a student worker. Library staff members were asked to reshelve library journals they take to their offices to read. Serials staff members are continuing to barcode the first volume of each bound journal title. Technical Services is working through all the materials that the Chemistry & Physics recently pulled from the collection. There have been some problems with content note searching since the last Voyager upgrade.

Automation: (Jeff Heck): Several library staff members are testing the new e-audiobooks on the new Zen MP3 players before the players (with written instructions) are released for circulation. The players will be used to download and listen to the new Recorded Books purchased through NetLibrary. The most recent Voyager upgrade requires both user and administrator registration.

Outreach: (Mellie Kerins): The Library participated in Student Activities' well-attended What's the Scoop! on August 20th. The A-Day campaign is underway with Mellie as the Library representative again this year.

Electronic Resources: (Martha Bryant): World Book online is now on the trials page.

Government Documents: No report

Media Services: (Rose Axton): No report.

Circulation/Associate Director: (Camilla Reid): Camilla and Camilla B. will be going to Dr. Barbara Coleman's Marketing Research class on August 22 to discuss the fall semester Secret Shopper library survey. Dr. Nelson, Camilla B. and Camilla R. provided a well-received tour and orientation for the Fulbright graduate students from Senegal on August 15th. Camilla gave a brief report on her attendance at the Honor Society of Phi Kappa Phi Triennial Convention as the delegate from Augusta State's Chapter.

Director: (Bill Nelson): For various reasons there is currently a staffing shortage in the Government Documents program. In order to better maintain the program until the department is back to full staffing, Yadira Payne, a recent graduate of the Drexel University library school, will

serve as Interim Government Documents Librarian. The classified employee position vacated by Yadira in Circulation/Interlibrary Loan will be posted soon. Dr. Nelson also reported on the evaluations of the Library Orientation for New Faculty on August 16. Nineteen evaluations were returned; all nineteen respondents said the tour was helpful, that they learned about resources and services that they would use, that they would be encouraging their students to use library resources. Seventeen said the orientation was a sufficient length of time; two said it was too short. There will be a new format from the university for strategic planning. The Library has almost completed its FY08 Unit Plan already in the former format; the FY08 plan will be transferred to the new format when it is finalized.

Committee Reports: There will be an Inreach Committee meeting this week to talk about staff development plans, the Rape Crisis Fund-Raiser, and *Reese's Pieces* newsletter. Camilla R. will be attending her first meeting as a member of the ASU Academic Policies Committee on August 23.

Miscellaneous: Jeff and Camilla R. are sponsoring students as part of ASU's International Student Friendship Program.

Updated: LibFacMinutes8.dot May 10, 2006 /wrw