

Library Faculty Meeting Minutes

Date: October 3, 2007

Present: Camilla Baker, Diane Black, Michelle DeLoach, Jeff Heck, Mellie Kerins, Shirley Logan, Bill Nelson, John O'Shea, Yadira Payne, Camilla Reid, Fay Verburg

Leader: O'Shea

Leader: Payne

Recorder: Payne

Recorder: Verburg

Observer: Verburg

Observer: Baker

Last Meeting: Minutes of September 12, 2007 were approved.

Special Agenda Items: There was an extended discussion of ASU's new Unit Planning and Assessment Guidelines.

Area Reports

Media Services (Shirley Logan for Rose Axton): Media Services continues to meet with the Amphitheatre sound engineers as it is currently meeting minimal requirements. Upgrades are needed for some classroom services equipment. Currently, classroom projectors are being replaced with LCD ones.

Reference: (Fay Verburg): Rick will be on vacation week of October 8th.

Library Instruction: (Camilla Baker): Requests for additional Library Instruction classes continue to trickle in.

Special Collections: (John O'Shea): The Circuit Rider, Dr. Randall Gooden, from the State Archives, will visit Special Collections on October 10th. Dr. Gooden will evaluate our archival collections and make suggestions.

Technical Services: (Diane Black): The barcoding inventory project continues. The Martha Neely collection has come in and is currently being processed.

Automation: (Jeff Heck): LOCKSS is up and running. Bill Wells will be retiring April 1, 2008.

Outreach: (Mellie Kerins): The "Meet the Author" program held on September 26 featuring Professor "Cowboy Mike" Searles' new book, *Buffalo Soldiers in the West: A Black Soldiers Anthology*, went well. The Rape Crisis fundraiser will be held on Wednesday, November 7, and the Inreach Committee is meeting regularly in preparation. Georgia Archives month is here. Currently working on the display and invitations for the event which will be held Tuesday October 30th at 2:30pm in University Hall Room 170.

Electronic Resources: (Martha Bryant): [Emailed her report] Have been going through the big EBSCO invoices to make sure we are getting access to all online journals that we have purchased. We have purchased the database, Credo Reference, to be made available via GALILEO. Reminder that our new Proquest representative, Kevin Carroll, will be available Thursday October 4th at 1:00 to meet with anyone who is interested. [Didn't attend – emergency.]

Government Documents: (Yadira Payne): We have received approval for a third student assistant and have interviewed and made final selections for 2 student assistants. The government documents that have been on the Needs and Offers holding shelf will be removed from our cataloging holdings and removed from the library thus creating more available shelf space.

Circulation/Associate Director: (Camilla Reid): Interviews are still in progress for the LA II and LA III positions vacated recently in Circulation. The library was used as a backdrop for several of the campus YouTube videos. We are receiving positive feedback from Marshall Abuwi with regard to work at the Reference Desk. Camilla attended the web conference held at MCG on “developing library spaces.”

Director: (Bill Nelson): Reminder that e-Audiobooks via NetLibrary do not play on Apple iPods. There was a brief discussion on the Zen players the library currently has. The check-out policy still has not been decided. Feedback on its use is being requested. Dr. Nelson will be out the week of October 8th as he will be teaching a workshop in Baton Rouge at LSU.

Committee Reports: The Library Promotion and Tenure Committee members have been announced. The Academic Policies Committee is discussing a change in course numbering for the Study Abroad courses. OIT Committee is attempting to create an all-libraries software at Georgia Tech.

Miscellaneous: (Michelle DeLoach) Reminder that the painters will return on October 9th. There have been more thefts, most occurring on the 2nd floor. We need to be aware and make our patrons aware about leaving their items unattended. Mike Wallace, our senior Library Security person, will be graduating this December. We will be looking to hire and train a replacement. (Fay) The CSRA Library Association will hold this fall’s first meeting October 15th in Reese Library at 7pm with Professor “Cowboy Mike” Searles as its special guest.

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