

# Library Faculty Meeting Minutes

**Date:** January 05, 2010

**Present:** Bill Nelson, Camilla Reid, Camilla Baker, LouAnn Blocker, Mellie Kerins, Jeff Heck, John O'Shea, Yadira Payne, Ralph Herndon, Ginny Loveless

**Leader:** Reid

**Observer:** Baker

**Recorder:** Loveless

**Next Meeting:** Jan. 21st, 2010

**Leader:** Baker

**Observer:** Blocker

**Recorder:** Loveless

**Last Meeting:** Minutes of the December 15, 2009 meeting were approved as distributed.

**Special Agenda Item:** Discussion of coverage for Reference and Library Instruction during faculty member's medical leave.

The classic literature electronic audiobooks we receive through NetLibrary will not be renewed.

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## Area Reports:

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**Media Services:** (Ralph Herndon): Media Services is currently preparing for the start of Spring semester.

**Reference:** (Fay Verburg): No Report.

**Library Instruction:** (Camilla Baker): There is a new procedure for scheduling library instruction classes. All requests from classroom faculty will be handled by Library Administrative Specialist, Dina Conklin.

**Special Collections:** (John O'Shea): Efforts are continuing to obtain funding for the rest of the Pilgrim Life Insurance archival project. Diane Black, John O'Shea, and Kate Culver have scheduled time to work on local original cataloging procedures for archival collections and other material in MARC records. Carol and John attended an organizational meeting for the SGA/SCAA (Society of Georgia Archivists/South Carolina Archival Association) local arrangements committee held in Augusta. They are both members of the local arrangements committee. The joint conference will be held in Augusta on October 27-29, 2010.

**Technical Services:** (Various): Donations continue to be processed.

**Automation:** (Jeff Heck): Campus employees are encouraged to update to Adobe Acrobat 9.

**Outreach:** (Mellie Kerins): Matthew Whittington will soon send out a campus notice including historical pictures of Reese Library in commemoration of its 33rd anniversary.

**Electronic Resources:** (LouAnn Blocker): The possibility of subscribing to Emerald, a publisher of electronic journals, will be revisited. From the Oxford African-American Studies Center, we will be getting a full campus trial of the full-text of five core Oxford African-African reference works, as well as selected articles from other Oxford reference sources, including images, and also includes some film clips.

**Government Documents:** (Yadira Payne): Yadira Payne gave a presentation on government document resources for women's studies at the Annual Georgia Depository Libraries meeting on December 16<sup>th</sup>. In February, Hallie Pritchett, the Map and Federal Regional Depository Librarian for the University of Georgia Libraries is scheduled to visit our depository. The purpose of her visit will be to physically review the items we have selected and separated for weeding as a time-saving effort for our student assistants who would have to type these items into Needs & Offers lists as well as her staff that would have to review these lists. Another purpose of her visit will be to give an unofficial "on-site visit" to assess our collection, standards, and policies as well as checking out the completion of the reclassification and 2<sup>nd</sup> floor Big Shift project.

**Circulation/Associate Director:** (Camilla Reid):

Andy Bruner, the new Administrative Specialist, began on Monday, January 4<sup>th</sup>. The student assistants for Administration are now located in Technical Services and will be on-hand to offer support to all departments.

**Director:** (Bill Nelson): Dr. Nelson is preparing for retirement. The campus' retirement party will be in the JSAC ballroom on January 25<sup>th</sup> from 3:30 pm-5:30 pm.

**Committee Reports:**

The next Library Committee meeting is on January 20<sup>th</sup> at 1:30 pm.

**Miscellaneous:** (Payne): The January meeting for the CSRA Library Association has been postponed until Saturday, February, 20<sup>th</sup> following a 4:00 pm book signing at the Woodworth Library at Fort Gordon. On May 14<sup>th</sup>, in the JSAC, the CSRA Library Association will present four workshops available to individuals within the library profession to keep them up-to-date on current and effective library business.

(Heck): Jeff Heck gave a presentation on "The Future of the Book" at Kiwanis Club of Uptown Augusta.

**Next Meeting:** January 21st, 2:00 p.m.