

# Library Faculty Meeting Minutes

**Date:** July 1, 2010

**Present:** Camilla Reid, John O'Shea, Mellie Kerins, Fay Verburg, Ralph Herndon, Ginny Loveless, LouAnn Blocker, Jeff Heck, Camilla Baker, Dar Scarff, and Kyle McCarrell

**Leader:** O'Shea

**Observer:** Reid

**Recorder:** Loveless

**Next Meeting:** July 29, 2010

**Leader:** Reid

**Observer:** Payne

**Recorder:** Loveless

**Last Meeting:** Minutes of the June 16, 2010 meeting were approved as distributed.

**Special Agenda Item:** The Library Faculty Meeting members welcomed a new faculty member to the Library staff, Kyle McCarrell, Acquisitions and Cataloging Librarian.

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## Area Reports:

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**Media Services:** (Ralph Herndon): The replacement printer and new scanner have arrived.

Media Services is working on converting previously used office space into a Lecture Capture studio for ASU faculty and staff.

**Curriculum Center:** (Cindy Britt): No report.

**Reference:** (Fay Verburg): Fay has been assisting with collection development duties by reviewing books suggested for mending, evaluating lists of lost books for possible replacement, checking the books on the spine label replacement cards for weeding and reviewing donations to the library. Two books that she identifies as unique materials have been weeded from our collections and will be placed in the Specials Collections and MCG's library. Another book identified as a scarce edition has been transferred from the general collections to the Reese Room.

**Library Instruction:** (Camilla Baker): Since June 16, there has been one class taught. Two are scheduled for July.

**Special Collections:** (John O'Shea): The LYRASIS Fundamentals of Book Repair class went well.

The Georgia Archives Institute was a rewarding learning experience for Carol Waggoner-Angleton, Special Collections Assistant.

The new public library's Georgia Heritage Room question and answer session Saturday, June 26 was a good opportunity both for researchers and the librarians Dottie Demarest invited, representing several local history collections in this area.

**Acquisitions/Cataloging:** (Kyle McCarrell): Kate has finished the statistics for July 2009 to June 2010, has finished the quarterly additions/moves to the Browsing shelves, and is continuing to work on spine label replacements.

**Automation:** (Jeff Heck): Jeff reviewed a proposal from a University of Illinois library school class to offer suggestions for a redesign of the Reese Library home page. The student team has gathered comments and provided a scope for their activities. Suggestions from the redesign may be used in rebuilding the site, depending in part on the movement of ASU to a content management system for its web presence.

Jeff generated a report showing an estimated percentage of the paper book collection used during the 2009 year for Camilla Reid's use.

**Outreach:** (Mellie Kerins): We have a trial for LibGuides, a popular system to manage library information. Mellie will be out next week.

**Electronic Resources/Serials:** (LouAnn Blocker): Marsha is working on corrections to serials records in the catalog for cancelled journals and indexes, and fixing links to databases.

Student Assistant Arielle will begin tracking the titles of journals she shelves in the current display area.

GALILEO will be able to provide the same databases as last year. ProQuest databases have some additions, which LouAnn will send to everyone who works at the Reference desk. GALILEO also purchased the NetLibrary 9<sup>th</sup> Collection. LouAnn will send out a title list.

Changes/new products to begin this fiscal year:

1. Augusta Chronicle Archives, 1792-1993. Now hosted by NewsBank and is a site license. Individuals on campus with the individual seats from the old subscription will be notified.
2. Chronicle of Higher Education online will be added (The library is keeping the print subscription.)
3. Contemporary Authors/Contemporary Authors New Revision Series online.
4. Literature Criticism Online: the library will begin online subscriptions to Contemporary Literary Criticism, Twentieth-Century Literary Criticism, Short Story Criticism, Drama Criticism, and Poetry Criticism.
5. Thomson-Reuters RIA tax service: this will replace CCH Omnitax, but the library will have both products for a while.

All appropriate access points: GALILEO, GIL, E-journal list—will be updated.

The library will have a trial of CQ Political Reference Center that ends tomorrow (July 2). LouAnn has checked the titles in that collection. The library owns current and older editions of some titles, and we get the Historic Documents Series online. If anyone's interested in political science/government reference titles and wants to look at the title list for possible orders of new print editions, or thinks LouAnn should get a price for this collection, let her know.

Ty Sweatman from Rittenhouse will be meeting with anyone interested in the Nursing R2 Digital Library on Friday, July 9 at 10 am. Place TBA.

**Government Information:** (Yadira Payne): No report.

**Circulation:** (Dar Scarff): Caitlin O'Grady, Library Assistant III, began work on June 28.

**Business Services:** (Ginny Loveless): With yearend funding, the library purchased a new Circulation Desk, Reference Desk, and a computer pod for Reference. They are expected to be installed mid-August.

Also, with yearend funding, the library will be rekeying portions of the 1<sup>st</sup> floor and all exterior locks.

Ginny will be out next week.

**Director:** (Camilla Reid): The library received its FY11 budget. It is the same as last year with the exception of almost \$14,000 added for hiring and better compensating student assistants. The room on the library's third floor to house the Pilgrim Life and Health Insurance Company Collection is almost complete except for the installation of the door.

On Friday, June 25 Camilla and Ginny interviewed representatives from a design firm as a first step in having an interior master plan completed for Reese Library. Other firms will also be considered.

Camilla has asked all library faculty members (with the exception of the two new librarians, LouAnn Blocker and Kyle McCarrell) to update their job descriptions in preparation for a faculty compensation study during FY11.

The President's Advisory Council will be meeting July 13 at 9:30am and July 15 at 1:00pm. Everyone on campus this summer with an interest in ASU's new strategic plan is encouraged to attend.

Reese Library will be sending several representatives to the annual GOLD/GALILEO meeting in Athens on August 13.

The Regents Academic Committee on Libraries is conducting a strategic planning process. Camilla will send a copy of the latest draft to library faculty for information and comment.

The library will have All-Library meetings on July 20 at 9:30am and July 21 at 2:30pm. All library, media services and curriculum center employees are encouraged to attend one of the meetings. The agenda for the meetings will be the Reese Library FY11 Unit Plan.

**Committee Reports:** (Verburg): The Reese Library Search Committee for Associate Director met on June 21. The job has been posted as an internal search by HR and the closing date for applications is July 6. An email about the position was also sent to the faculty/staff listservs.

(Heck): The group dealing with SACS question 2.9 will meet Friday, July 2, at 10 a.m. in the library conference room. Members are: Rose Axton, LouAnn Blocker, Jeff Heck, John O'Shea, and Dar Scarff.

**Miscellaneous:** None.

**Next Meeting:** July 29, 10:00 a.m. Media Services Conference Room