

Library Faculty Meeting Minutes

Date: August 17, 2010

Present: Camilla Reid, Mellie Kerins, Fay Verburg, Ginny Loveless, LouAnn Blocker, Jeff Heck, Kyle McCarrell, Yadira Payne, Dar Scarff, Cindy Britt, and Jann Chandler

Leader: Payne

Observer: Verburg

Recorder: Loveless

Next Meeting: September 8, 2010

Leader: Verburg

Observer: Baker

Recorder: Loveless

Last Meeting: Minutes of the July 29, 2010 meeting were approved as distributed.

Special Agenda Item: LIVE@edu email presentation by ITS Director, Chip Matson

LIBGuide recap by Mellie Kerins. Reese Library will purchase the product.

Discussion of current Electronic Resources Policy. Changes were suggested and will be implemented. The revised policy will be posted on the library's website.

Area Reports:

Media Services: No report.

Curriculum Center: (Cindy Britt): Cindy is in the process of recruiting and hiring two new federal work study students for Fall semester. New student-access computers have been purchased to replace the four existing ones. Donations are being processed. There are two classes scheduled for orientation.

Reference: (Fay Verburg): Two new computer pods were installed in Reference for student use.

Library Instruction: (Camilla Baker): Camilla Baker will be teaching an ASUO1000 class this semester.

Special Collections: (John O'Shea): The Lyrasis contract has been signed and the project to digitize Junior College/ Augusta College/ Augusta State yearbooks and catalogs has started. We anticipate a first shipment date in early September.

GALILEO training sessions for Finding Ancestors: GALILEO for Genealogy (Heritage Quest and Ancestry Library Edition) and Discovery Georgia History (Digital Library of Georgia, New Encyclopedia of Georgia, GAInfo, and Georgia Digital Newspapers) were presented on August 13, 2010 to support the Augusta Genealogy Society Homecoming Conference. There was one attendee from AGS and one attendee from the library. The material was well received and we may be asked to present this again for another AGS meeting.

Acquisitions/Cataloging: (Kyle McCarrell): Kate Culver continues to work on spine labels, weeding, and cataloging new materials, including a large amount of new reference material.

Kyle presented two sessions on the basics of the GOBI Acquisitions system to a total of 17 people. Since those sessions, he has followed up with each of them. He has also scheduled another five individual meetings to instruct the collection development reps from other departments who were no able to attend the group meeting.

Kyle and LouAnn Blocker met with the Kinesiology and Health Science Department on August 11 in an effort to make the faculty aware of the resources available to them. They are scheduled to meet with the Psychology Departments and the College of Business in the coming weeks.

The Acquisitions Specialist position has been finalized and will be posted soon.

Andy Bruner is beginning to search the donations to see what materials are already in the library's collection. This will facilitate easier collection development decisions when the donations are processed.

Automation: (None): No report.

Outreach: (Mellie Kerins): Monday, August 16 the library took part in *What's the Scoop*, a Week of Welcome activity, from 10 a.m. until 2 p.m. in the JSAC ballroom.

Matthew Whittington has put up a display in the first floor display case, "The Invasion of Kuwait by Iraq, August 2, 1990."

GALILEO will be 15 years old on September 21. Since this corresponds with the date of an ASU faculty meeting, we will plan a birthday party in its honor after the meeting.

Library participation in A-Day is unknown at this time, but Mellie will route an envelope with pledge cards after the ASU Development Office has decided what reward will be given to departments that have 100% participation.

Electronic Resources/Serials: (LouAnn Blocker): Wiley Interscience changed its name to Wiley Online Library. No problems have been reported.

Thomson-Reuters RIA Checkpoint is now in the A to Z Database menu. It was requested by HCOB and does many of the same things that CCH Omnitax does. However, it has a site license and the capability for LouAnn or Dr. Joey Styron to set up accounts for faculty members in HCOB. For general interest, it has some financial calculators many of us might find useful.

The Art Department has ordered EBSCO Art and Architecture Complete as a main index now that Bibliography of the History of Art has discontinued publication.

At the GOLD/GALILEO Users' Group Meeting (GUGM), LouAnn was informed that EBSCO has not yet turned on the 'within 5 words' search default, but they will very soon. She also discovered that ProQuest will have a new interface in about six weeks. A limited number of beta sites have been selected. Also at GUGM LouAnn attended a session on adding links from GALILEO to library webpages and have handouts from that session. It will be useful when the library starts using LibGuides.

Libraries can order bookmarks and other print materials from GALILEO through their 'contact us' link. LouAnn brought back some samples from last Friday's meeting of Digital Library of Georgia bookmarks.

GALILEO has added more ProQuest databases to the ones they provide for the Library. Go to "ProQuest databases" in the A to Z Database menu and click 'select multiple databases' to see the whole list. They have also added those individually to the A to Z and subject lists for the Library.

All the new databases (Literary Criticism Online, Contemporary Authors, RIA Checkpoint, Art and Architecture Complete, Augusta Chronicle Archives, Chronicle of Higher Education) will be added to the subject and type menus by GALILEO staff very soon. For now they are all in the A to Z database lists only. Many thanks to Rick Sulzycki and student assistant Arielle White for searching JSTOR and Project Muse title lists against our catalog. This has enabled LouAnn to prepare a list of volumes for a possible USG storage site.

Government Information: (Yadira Payne): Government Information department has three new displays up: *Cultural Identity* for Hispanic Heritage Month, the *US Constitution and Our Nation* for Constitution Day, and *The Statue of Liberty & Ellis Island* for Citizenship Week. There are corresponding pathfinders available for each display.

Jennifer Mansell, as her last assignment for the Government Information department before beginning her graduate assistantship for the Hull College of Business, completed a government information resources handout for the Career & Education Counseling office.

Yadira has been in communication with both STAT-USA and GPO with regard to the dissolution of the STAT-USA database beginning 30 September, 2010. While the database will no longer be available, a list of the .gov sites utilized in the creation of the database information will be made available. As always, these .gov sites are freely available to the general public.

Twelve of the fourteen Needs/Offers boxes requested by Georgia Southern in Statesboro were delivered to a conference on Friday where both parties were in attendance. Thank you to all that participated in this caravan of government information delivery. This saved Georgia Southern nearly \$200.00 in shipping costs.

Circulation: (Dar Scarff): Keypads have been installed on both doors of the Microform Room. Users must present a current picture ID to sign up for the room and gain access. Specific policies and procedures are still being developed.

Business Services: (Ginny Loveless): No report.

Associate Director: (Jeff Heck): Camtasia Studio has been ordered for three library employees, allowing them to develop instructional videos.

Some Reference public workstations have been moved to a new furniture pod in that room. More moves will occur soon to accommodate the installation of new Reference and Circulation desks.

Director: (Camilla Reid): The library participated in the New Faculty Orientation August 12. LouAnn Blocker and Kyle McCarrell were introduced by Camilla R. at the New Faculty Breakfast. After the breakfast the new faculty came to the library for an orientation. Short presentations were made by Camilla R., Dar Scarff, Fay Verburg, John O'Shea, Camilla Baker, Yadira Payne, Kyle McCarrell, LouAnn Blocker from the library and Tim Williams from Media Services. The library also provided the handouts and cloth bags for the "goodies" distributed by the VPAA's office to all new faculty.

Munter's Document Restoration Company brought the Pilgrim Life and Health Insurance Company Collection to ASU on August 4 and deposited the 700+ boxes in the new room on the third floor. The library is working on putting together funding for the services of a contract archivist to help us develop a short- and long-range plan for the collection.

Camilla R. is gathering a list of faculty members who are either currently involved in developing and teaching online courses, or who are interested in online education, so that the library can make sure it offers support for the online education initiative. This will likely be a goal in the Library's FY11 Unit Plan.

Carol Waggoner-Angleton, Fay Verburg, and Camilla R. participated in a meeting August 3 to discuss the next steps in the development of the ASU biographical directory. This includes the online information-gathering form (and its distribution) and the digitization of materials in the library's collections pertinent to the project. They will continue to work with Lee Ann Caldwell, Helen Hendee, Ray Rowland, and Jenna Thomas-McKie (ITS) on moving the project forward.

Committee Reports: (Kerins): Inreach: Staff Development day was August 6.

(Heck): The Faculty Policies Committee will hold its initial meeting for 2010-2011 on Monday, August 23.

(Heck): The Automation Librarian Search Committee will have its organizing meeting on Wednesday, August 18, at 4 p.m.

Miscellaneous: Kyle, LouAnn, Jeff, Camilla R., Camilla B., and John O'Shea attended the GOLD/GALILEO conference at the University of Georgia on August 13.

Next Meeting: September 8, 10:00 a.m. Media Services' Conference Room