

Library Faculty Meeting Minutes

Date: January 20, 2011

Present: Camilla Reid, Fay Verburg, LouAnn Blocker, Jeff Heck, Kyle McCarrell, Ralph Herndon, John O'Shea, Yadira Payne, Rod Bustos, Cindy Britt, Camilla Baker, Mellie Kerins, and Ginny Loveless

Leader: O'Shea

Observer: Payne

Recorder: Loveless

Next Meeting: February 07, 2011

Leader: Payne

Observer: Reid

Recorder: Loveless

Last Meeting: Minutes of the January 06, 2010 meeting were approved as distributed.

Special Agenda Item: Funding has been granted for a renovation and interior master plan study for Reese Library to be conducted by Flynn-Finderup Architects and Harris Interior Design. Camilla Reid will be working with the Campus Architect, Fred Ricketson, on the planning. The scheduled programming will begin Thursday and Friday, February 24 and 25. They will be meeting with library personnel and other key stakeholders.

Reese Library is not currently listed under 'Services' on the MyASU menu. Jeff Heck generated a list of the most-heavily used hyperlinks and will be requesting that the library be included on the 'Services' menu, as well as under its own submenu for 'Resources'.

The Reese Library Locker Policy was updated and will be used effective today.

Camilla Reid encouraged committee members who have ideas/suggestions on the campus' QEP proposals to contribute by volunteering to serve on one of the committees.

Area Reports:

Media Services: (Ralph Herndon): Media Services has launched their new website.

Media Services is in the process of acquiring a video editing server for students who are assigned video projects.

Curriculum Center: (Cindy Britt): No report.

Reference: (Fay Verburg): Rick Sulzycki, Reference Assistant, will be on vacation February 21-25.

Rick has placed instructions for changing the InfoSquare printer toner cartridge in the 'tips' file on the Reference desk computer.

Library Instruction: (Camilla Baker): Library instruction classes have been assigned through January 31.

Special Collections: (John O'Shea): Student Assistant Jessica Huey returned to work January 18. John expressed his gratitude to everyone for the extra staff hours provided to Special Collections while Carol Waggoner-Angleton is on medical leave.

Special Collections staff assisted the Medical College of Georgia with locating information on prominent African Americans from the Augusta area for a joint project in developing TV spots featuring these individuals.

Acquisitions/Cataloging: (Kyle McCarrell): The department is continuing with faculty orders and has spent about 66% of the library allocation. Deadline for orders is February 1.

Jann-Marie Chandler was approved for extra hours to assist with the backlog in Technical Services. She will primarily be adding barcodes and spine labels to newly-acquired books.

A representative from Ebrary gave a presentation January 19 regarding their e-book interface, collections, and purchasing options. E-Book Library gave a similar presentation on Wednesday afternoon. Trials will be set up in the near future to view and demo these options.

Outreach: (Mellie Kerins): There is a 'Meet the Author' event scheduled for January 27 at 2:30pm on the second floor lobby of Reese Library. Dr. Debra van Tuyl, Professor of Communications and Professional Writing at Augusta State University will be discussing her book Knights of the Quill: Confederate Correspondents and Their Civil War Reporting.

Currently displayed in Reese Library's Art Gallery is a dual paintings exhibit by artists: Bill Chew and Theresa Gordon, both students from ASU's Art Department.

Using Camtasia software, Outreach Assistant, Matthew Whittington, has produced a video tutorial titled "Getting the GALILEO password." It will be placed on the library's webpage. Other tutorials are being developed.

The ASU committee Advocates for Evening and Non-Traditional Students met in the Library on January 13. Matthew and Mellie attended and gave them a tour of Reese Library's Family Room. The committee intends to sponsor a poster/video contest advertising the Family Room.

Matthew is designing concert posters for ASU's Black History Month committee.

Electronic Resources/Serials: (LouAnn Blocker): LouAnn and Kyle McCarrell will be visiting Communications and Professional Writing at their departmental meeting January 20.

Reese Library is currently hosting trials of Children's Literature Database, CQ Researcher, and The Human Body—How it Works.

Jodi Kuehl, an EBSCO rep, will visit February 8 at 10:30 in the Library Conference Room.

Government Information: (Yadira Payne): As of this week, JannMarie Chandler, Government Information Assistant, will be working 40 hours per week. This temporary increase of 10 hours per week is so that she may assist with the cataloging backlog in Technical Services.

Yadira updated the Federal Depository Library Directory with the new library director information (from Dr. William Nelson to Mrs. Camilla Reid) and the URL to the new depository website <<http://guides.aug.edu/govinfo>>.

Thanks to a reminder of our designation as a depository in 1962 by Circulation Assistant Lillian Wan, Yadira has contacted Washington, DC for our official designation date and a copy of the letter. Reese Library was designated as an official federal depository library on June 19, 1962 by the Honorable Robert J. Steven, Jr. Plans have begun for next year's 50th Anniversary Celebration.

Government Information has two new displays up: MLK/Black History Month and President's Day (plus Lincoln's and Washington's Birthdays). These displays will be up until late March.

Yadira participated in a Live OPAL chat "FDLP Modeling of the GPO" on January 13. The focus of this chat was to discuss the current model and the structural reconfiguration of the FDLP program. From this chat, she found that Reese Library's Depository has already initiated most of these changes: name, title, and mind-switch from government documents to government information; reference assistance; cleaning up records and collections; outreach; and marketing.

Business Services: (Ginny Loveless): No report.

Associate Director/Automation/Circulation: (Jeff Heck): Jeff will distribute requests for statistics from a number of library units to compile data for an Academic Libraries Survey generated by the National Center for Education Statistics. Due date for the survey is February 28, so items will be due to Jeff by February 14.

Director: (Camilla Reid): Chelsey Carr, an ASU graduate, will be completing a 30-hour internship at Reese Library shadowing library personnel. The internship will run from February 21 – March 4, from 1:00pm-4:00pm each day.

Reese Library's Mid-Year Unit Plan report is due to Dr. Sam Sullivan, Vice President of Academic Affairs, March 1. Camilla asked that all library department heads have their reports turned in to her February 21.

Committee Reports: (Kerins): Inreach Committee will meet January 26 at 2:30pm.

(Reid): The Library Committee met January 12. Ginny Loveless gave a short presentation on the 2006 LibQUAL results and progress the library made based on the survey results. Jeff Heck did the same, but based on the 2010 LibQUAL results.

(Reid): The Annual Phi Kappa Phi Student Research and Fine Arts Conference will be held March 9. The deadline to submit abstracts is February 21.

(Blocker): Black History Month Committee met last week. LouAnn and Lillian Wan, Circulation Assistant, are serving on the committee. The committee has scheduled fun and informative activities. LouAnn is the webmaster for the celebration this month. She welcomes any suggestions for library or online resources to be included on the site.

(Payne) Lyceum Committee: Reminder that the Aluminum Show is tonight, January 20, and that it is reserved seating.

Miscellaneous: (Payne): The CSRA Library Association will turn 50 next year. Celebration plans and events are being planned for every month in 2012. Look for a call for event suggestions.

(Blocker): LouAnn and Shannon Nix, ASU Counselor, are presenting a seminar titled "Information Overload." It will be held at February 10 in the Student Activities Center's Butler Room at 2:30pm.

Next Meeting: February 07, 10:00 a.m. Media Services' Conference Room