

Library Faculty Meeting Minutes

Date: March 02, 2011

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

Leader: Reid

Observer: Verburg

Recorder: Loveless

Next Meeting: March 29, 2011

Leader: Verburg

Observer: Baker

Recorder: Loveless

Last Meeting: Minutes of the February 07, 2010 meeting were approved as distributed.

Special Agenda Item: None.

Area Reports:

Media Services: (Ralph Herndon): Projectors purchased with Student Technology funds are being placed in University Hall.

ASU graduation will be Monday, May 9 at 10 a.m. Media Services will set-up all A/V equipment.

Curriculum Center: (Cindy Britt): Eighty-three new titles were added to the collection in February.

Reference: (Fay Verburg): No report.

Library Instruction: (Camilla Baker): No report.

Special Collections: (John O'Shea): Special Collections hosted had an intern visit with Chelsea Carr February 28. All went well and her interest was noted and appreciated by us all.

John attended a luncheon and a lecture at Georgia Health Sciences University February 7 at the invitation of Deborah Humphrey, Director of Public Relations. The speaker, Dr. David Satcher, previously served as Director of the CDC and then as Surgeon General of the United States. Dr. Satcher's talk was informative, interesting, and he conveyed the values and challenges that remain to be addressed in healthcare.

An invitation has been sent to Tim Ericson, former director of the University of Wisconsin Archives, to view the Pilgrim Life Collection in June. Plans will be better defined in late March.

Acquisitions/Cataloging: (Kyle McCarrell): Final ordering of library materials is nearing completion. There is about \$1,500 left to spend on music materials.

The test trials for e-books from Ebrary and EBL were completed. We will continue to evaluate how we want to proceed with library materials and what role e-books plays in this.

One-hundred thirty new titles (176 items) were added to the collection in February. The library should be receiving access in the near future to 110 e-book titles from Business Expert Press.

Automation: (Rod Bustos): The new version of GIL-Find is live. The GIL Service site is currently working on getting SuDoc searching to work correctly. Please let Rod know if any additional problems are noticed.

Two scanning stations for the InfoSquare have been configured and are ready to be installed. Installation is anticipated March 2 or 3.

Two computers for presentation rooms on the 2nd and 3rd floors have arrived. Physical Plant is constructing a frame for the LCD monitors.

Digitization of Dr. Ed Cashin's papers is continuing. The initial scans have been completed and are now in the manual image treatment phase.

A change in UNIX platforms on the part of the LOCKSS project (designed to preserve back issues of journals) is leading us to reevaluate the hardware currently in use. An increase in the number of journals preserved also is promoting increased storage space. Use of virtual space is an option, though the 2TB space recommended may force the purchase of additional hard drives instead.

Outreach: (Mellie Kerins): A larger-than-life sized replica of Al E. Cat, ASU's mascot, is under construction by Matthew Whittington. He has received assistance from Media Services, the Art Department and Public Relations.

The Sand Hills Writers Series will be held March 17 in the JSAC Coffee House beginning at 10 a.m. The Outreach Department is compiling a display of books by Augusta creative writers to have at the event.

Electronic Resources/Serials: (LouAnn Blocker): A new print journal, ordered for Hull College of Business, has arrived: *The Journal of Asynchronous Learning Networks*. It's a distance education journal.

GLQ (Georgia Library Quarterly) will be published online only from now on. Volume 48, no. 1, Winter 2011 was the last print issue.

Project Muse has added complete backfiles to 3 titles:

Aleph: Historical Studies in Science and Judaism

Journal of Middle East Women's Studies

Prooftexts

ProQuest Research Library has added 6 titles:

Scientia Iranica. Transaction C, Chemistry, Chemical Engineering

Scientia Iranica. Transaction D, Computer Science & Engineering, Electrical

Scientia Iranica. Transaction E, Industrial Engineering

Taiwan She Hui Xue

Timisoara Physical Education and Rehabilitation Journal

Virgil Madgearu

ProQuest ABI/Inform has added 4 titles.

Journal of Islamic Marketing

Enhancing Organizational Performance Through Strategic Initiatives: Handbook of Management Cases

Economia e Diritto Agroalimentare

Construction News

Government Information: (Yadira Payne): On February 15, Miriam Zecharias and JannMarie Chandler participated in the GPO OPAL Chat titled "New WEBTech Notes database" which included information on how to access and search the database.

Government Information will be offering the **FDsys: Advanced Search Techniques and Tips** chat with GPO to the entire campus on March 10 at 1:30p.m. in University Hall Room 160.

The Georgia Depository State Plan was approved and will go into effect immediately.

Thanks to Rod, a spreadsheet was produced using the 999 cataloging field as a factor. There is a total of 291,401 Marcive records that have been uploaded to Voyager Catalog (from 2002-2007) that have not been properly catalogued. JannMarie will be working on this project as she has time.

Yadira will be presenting at Agnes Scott College March 24. She is being sponsored by McCain library and ASC's Women's Studies Department as a special guest speaker for Women's History Month.

Business Services: (Ginny Loveless): All library student assistants are going through their annual performance evaluations. As evaluations are finished, a job description is being developed for each student assistant position.

Associate Director /Circulation: (Jeff Heck): ITS currently is reviewing a Content Management System for use by ASU. The department also has received equipment for a pilot project, provided by the Board of Regents, for a lecture capture option called Echo 360.

Library faculty are encouraged to attend the ASU Faculty Meeting March 8 as there are a number of items to be voted on concerning faculty.

There was an issue with a group of students consecutively booking a study room in case they needed it, then not using it for the full day. This denies other students access. The students involved have been temporarily banned from advance booking of the room but may continue to book at the time the room is needed.

Director: (Camilla Reid): The site visit by George Flynn, architect, and Pat Harris, interior designer, on February 24 and 25 went well. They gathered input from several stakeholder groups in the library and campus-wide from students, faculty, and administrators. Anyone wishing to give them additional input in the next few weeks is invited to send it to Andy Bruner who will compile the comments/suggestions and send them to the space planners. They will come back with some specific design ideas at the end of April and will spend two or three additional days meeting with selected stakeholders.

The Library's FY11 Unit Plan Interim Report was completed and forwarded to VPAA Sullivan and Institutional Effectiveness on March 1. The report, along with the interim unit plan reports for Media Services and the Curriculum Center, is posted under "Unit Plans" on the ASU website.

Camilla thanked the library faculty members for meeting with her regarding their Faculty Role Model Report for January-December 2010 and their Faculty Role Model Agreements for January-December 2011. She plans to complete the evaluative portion of each one and discuss with the faculty by March 15. Fay Verburg's has already been completed because of her post-tenure review deadlines.

The Office of Institutional Research and Student Retention has moved from the library's first floor southwest corner to the first floor of the Bellevue Annex to be contiguous with the Office of Institutional Effectiveness. Camilla has requested the VPAA's approval for consolidating the employee offices and equipment for the automation, digitization, institutional repository programs and student computing support into that space. If approved, a by-product of this consolidation would be the creation of three much-needed, new student study spaces and the hiring of student assistants to support library patrons in the Info Square and other computer clusters in the library.

On February 15 Camilla Baker, Camilla Reid and Jeff hosted a library orientation for the Department of Nursing's accreditation site visit. Also, the library completed a program review for inclusion in the College of Education's NCATE accreditation documentation.

Committee Reports: (Kerins): Inreach: The date for Staff Development Day is under consideration. Possible dates are Monday, August 1 or Friday, May 20, which is the day of the CSRA Library Association Conference.

(Blocker): The Awards section of the Georgia Library Association website http://gla.georgialibraries.org/comm_awards.htm has been updated with the nomination form and descriptions of awards for 2011. This information will also appear in the next issue of *GLQ*.

(Reid): Camilla R. is a member of the QEP Learning Outcomes and Assessment Team meeting. Camilla Baker and LouAnn Blocker are members of QEP Research and Writing Team. Both teams have been meeting regularly to move forward the QEP program, "Core Foundation for Cooperative Learning and Peer Accountability" (working title).

Camilla R., Chip Matson (ITS), and Rose Axton (Media Services) are members of the space planning team for the new academic building planned for construction next to University Village off Wrightsboro Road. They, along with Cindy Britt (Curriculum Center), Jeff Heck, Rod Bustos, and Janice DeLoach (ITS), have completed a questionnaire for Dave Freeman, (physical plant), Jeff Foley (campus master planning) and Studio 3 Design Group relating to information and technology and academic support service space needs in the new building.

Camilla R., as a member of the Campus Compensation Study Committee, on February 24 helped interview another company who may be a candidate for completing the campus wide 12-month employee compensation study.

With co-sponsorship of the Advocacy Group for Non-Traditional and Evening Students, the library's Outreach Program will have some sort of contest for creating a publicity piece for the Family Room. This may be in the form of a poster, a room identification sign, or a design to paint on the Family Room door.

(Payne): The ASU Women's Studies Symposium will be held March 4 and 5. Yadira will be a session moderator as well as a presenter.

Miscellaneous: (Blocker): LouAnn has begun some weekend hours assisting the Adamson Library at the Augusta Genealogical Society with some quick cataloging of their book collection. They have about 11,000 volumes and are using ResourceMate, an inexpensive program originally designed for cataloging church libraries.

LouAnn and Fay Verburg will be serving as moderators for the PKP Research and Fine Arts Conference March 9.

(Reid): On February 23, Camilla R., Jeff, and Ginny attended a Human Resources training class for managers on understanding diversity and avoiding sexual harassment in the workplace.

(Payne): The CSRA Library Association training Conference has been rescheduled for Friday May 27 due to unforeseen circumstances. The committee volunteers are currently reviewing submitted proposals.

Next Meeting: March 29, 10:00 a.m. Media Services' Conference Room