

# Library Faculty Meeting Minutes

**Date:** April 14, 2011

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

**Leader:** Verburg

**Observer:** Baker

**Recorder:** Loveless

**Next Meeting:** May 03, 2011

**Leader:** Blocker

**Observer:** Bustos

**Recorder:** Loveless

**Last Meeting:** Minutes of the March 29, 2011 meeting were approved as distributed.

**Special Agenda Item:** (McCarrell): There was a discussion of possible library year-end requests for collection development and building upgrades (based on the interior master plan), while tying the requests to the library Unit Plan and ASU's Strategic Plan.

(Payne): Georgia Soldiers Memorial Quilt (A Government Information Outreach Project): Yadira and student assistant, Tristan Nall, are currently working on a flag quilt that will be on display in the first floor lobby of the library from May until the end of July (to cover Memorial Day, Flag Day, and Independence Day). There will be 190 flags to represent each of the Georgia soldiers killed in action from October 2001 to April 15, 2011.

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## Area Reports:

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**Media Services:** (Ralph Herndon): Poster sales continue to rise.

Approximately 95 percent of all the new University Hall projector upgrades and installations are complete. These were funded with Student Technology funds.

In the Science Building, two classroom upgrades are complete with the installation of electronic touch panels for presentation displays.

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

**Reference:** (Fay Verburg): On March 24, Fay was one of three invited presenters that spoke on the theme of "Family History: A Window on the World" to Mike Searles' history class students. Her talk was entitled, "Family History is America's History".

**Library Instruction:** (Camilla Baker): Bibliographic instruction classes for Spring 2011 are complete.

**Special Collections:** (John O'Shea): There were no attendees for the History Clinic on Monday evening, but there were several inquiries. The students who inquired may schedule individual appointments. The opportunity will be offered once per semester. Renewed effort to find a time that works better will continue.

**Acquisitions/Cataloging:** (Kyle McCarrell): Acquisitions Specialist, Amanda Strever, has weeded over 900 titles from the library's collection in March and April with a fair amount still left to be done (primarily Nursing titles). The department is also working on getting a shipment together of donated titles that we won't be adding to the collection to send to Better World Books.

Fifty-nine e-book titles from Business Expert Press were recently added. There will be another 50 or so added throughout the year.

Cataloger's Desktop and Classification Web have been subscribed to and are now available to assist library personnel with cataloging, metadata standards, government information, and other related fields.

**Automation:** (Rod Bustos): The new Automation space has been repainted, shelving has been installed, and the phone and computer lines have been moved. The furniture will be moved into the new space April 18.

**Outreach:** (Mellie Kerins): As a yearend funding request, Outreach Assistant, Matthew Whittington, is consulting with Karl Munschy about sharing the Janus message board system. Ideally, the library could purchase a monitor and share the hardware required to run library messages on a board located in the library.

Mellie will submit the library's article for the May ASU Report today. For future submissions, please send any information to have included in the ASU Report to her at any time during the month.

**Electronic Resources/Serials:** (LouAnn Blocker): Two publishers/vendors have offered free trials for National Library Week and beyond: *Routledge Education Journals*, *Resources from Gale Cengage Learning*, *Gale NewsVault Science in Context*, *Global Issues in Context*, and *Powerspeak Languages*

Steve O'Dell from EBSCO will visit next week, mainly to talk about ways to save money with standing orders. Anyone who wants to come to the meeting is welcome. If you have any EBSCO questions, send them to LouAnn and she will forward them to Steve.

GALILEO training webinars are available for the New Ancestry Library Edition Platform, to preview E-books at EBSCOhost. See <http://help.galileo.usg.edu/librarians/training/> for details.

Several academic departments have turned in their spreadsheets after reviewing their journals and databases for next year. They are due Monday, April 25.

**Government Information:** (Yadira Payne): The Government Information Home Page will be refreshed to include the new department sign, current federal depository policies, state/regional depository policies, and departmental policies. There will also be a "Hot New Items" box which will bring attention to newly arrived government publications.

In the past few months, Yadira has noted that the most circulated government publications have been on health/medical, education, military related, presidential paperwork, and national security/homeland security items.

The Southeastern Federal Depository Coordinators Salary Survey is complete. Yadira and her team (LuMarie Guth from Columbus State and Chris Sharpe from Kennesaw State) are currently preparing briefing papers and reports. This is the first time a "Government Documents" librarian's salary survey has ever been conducted.

**Business Services:** (Ginny Loveless): Ginny's work schedule is being amended to Monday-Friday 6:30am-3:00pm.

**Associate Director /Circulation:** (Jeff Heck): Jeff is shadowing the Circulation and Interlibrary Loan staff to learn more in-depth about departmental policies and procedures.

**Director:** (Camilla Reid): Dar Scarff is retiring on August 1.

Dr. Sullivan is retiring on August 1.

Camilla congratulated Fay Verburg for successfully completing her post-tenure review process.

Maryska Connolly-Brown has been hired as the ASU Biographical Directory Assistant. Fay Verburg will be supervising her work. Maryska's work space will be in the Automation suite in the former Institution Research file room.

Camilla reported briefly on her recent attendance at the Association of College and Research Libraries in Philadelphia. She hopes that more library faculty will be able to attend this meeting in the future. She will be sending around materials she brought back and forwarding e-mails relating to the meeting.

The Regents Academic Committee on Libraries (RACL) met at Macon State University on April 8. Items on the agenda included reports from the Georgia Department of Public Library Service (DPLS), the GALILEO Knowledge (GKR), and LYRASIS. From DPLS: The GOLD/GALILEO conference will be held in tandem with GACOMO in October 4-7. There will also be changes in the library services for the blind program. The cassettes will be phasing out and housed in central locations using a courier system for delivery; the content will be moved to digital formats. Also, there will no longer be GOLD interlibrary loan reimbursements. The last payments will be made for January-March 2011. From LYRASIS: LYRASIS is becoming more content-driven. The annual membership meeting will be virtual on November 9. They now have a grant reviewer on staff. They are soliciting volunteers for LYRASIS advisory groups. There are also changes taking place in the OCLC billing process. Possible GALILEO budget cuts and resource cancellation scenarios, the NetLibrary 10 Shared Collection with the EBSCO interface, and the RACL Strategic Plan were also discussed. There was also a discussion of the drastic budget reductions for the Georgia State Archives which would severely limit services to state agencies and the citizens of Georgia.

**Committee Reports:** (Kerins): Inreach: Today, April 14, at 2:30pm in University Hall 157 Library Career Day will be held.

The next Inreach meeting is April 21, at which time we will plan for the ASU Progressive Snacking event (April 25) to be held during Faculty/Staff Appreciation Week. The Trivia contest will be April 26. Mellie encouraged everyone to participate.

(Payne): The Women's Studies Honor Society Iota Iota Iota (Tri-Iota) will hold its induction ceremony on April 28 on the 2<sup>nd</sup> floor of the library. All are welcome to attend.

(Verburg): Pre-tenure Committee: One faculty member has applied for pre-tenure review.

(Heck): IT Committee: The IT Committee is working towards standardized practices for computer labs on campus for reporting problems, installing upgrades, etc.

Faculty Policies: On the University Council agenda is to look at the composition and size of the faculty governance. Next meeting is April 26.

(Blocker): LouAnn reminded to everyone to nominate a deserving person for a GLA award. See [http://gla.georgialibraries.org/comm\\_awards.htm](http://gla.georgialibraries.org/comm_awards.htm) for details.

**Miscellaneous:** (McCarrell): The library's application for the Better World Books grant was unsuccessful. There were over 240 applications and our proposal was not selected to move to the next round. However, the leg work to use this idea for a grant in the future has been laid.

**Next Meeting:** May 03, 10:00 a.m. Media Services' Conference Room