

Library Faculty Meeting Minutes

Date: May 20, 2011

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

Leader: Bustos

Observer: Heck

Recorder: Loveless

Next Meeting: June 09, 2011

Leader: Heck

Observer: Herndon

Recorder: Loveless

Last Meeting: Minutes of the May 03, 2011 meeting were approved as distributed.

Special Agenda Item: (LouAnn Blocker): Review of library serials and databases.

The Library faculty voted to discontinue the subscription to *Contemporary Authors*, to reduce the *Literature Criticism Online* subscription from five titles to two (*Short Story Criticism* and *Poetry Criticism*), and to cancel the print edition of *The Atlanta Journal-Constitution Index*.

BioOne will not be renewed. The biology department will order other journals that better meet their needs.

The library faculty voted to add subscriptions to *RCL Web for Collection Development, Counseling and Therapy in Video*, and to add-on access through email domain to our subscription to *The Chronicle of Higher Education* online.

There was discussion of the pros and cons of cancelling the print subscription to *JAMA*, since it is relatively expensive and the research articles are available free with a 6-month embargo. However, the other content besides the research articles is quite valuable and we want to provide current information. The subscription will be retained.

Reese Library faculty will continue to explore the possibilities of: adding *International Index to Music Periodicals*; participating in a *New York Times* newspaper readership program, and adding either *CQ Researcher* or *Opposing Viewpoints in Context*.

(Jeff Heck): Due to the high cost of continued subscription, the gradually reducing number of faculty employing the service, and the possibility of use of the funds to support other library programs, the library plans to cease subscription to Sirsi/Dynix's product ERes, a tool for providing electronic reserves. The library has developed a partial-year contract to provide transition time for those faculty who have continued to use the ERes system, and ITS and library personnel will assist these faculty in changing over to the GeorgiaView class management system.

Area Reports:

Media Services: (Ralph Herndon): The Media Center is beginning to receive shipments of big-ticket items purchased at the close of the fiscal year, funded by their own budget.

Business continues as usual in the Media Center; the Media Center is in full Summer mode.

Curriculum Center: (Cindy Britt): The Center has swapped locations of their Juvenile and General Collections book. This allows the children's books to be more easily accessible for the ASU community.

Reference: (Fay Verburg): Community users should present a valid ID as specified in "Georgia's Photo ID Requirements for Voting." This policy as well as the revised policy concerning computer (and library) access by children will be updated in the library's web pages.

Community patrons may use a P.O. Box as an address if they present a valid ID and also have a current phone number listed on the sign-in sheet.

The vertical file cabinets in reference will be moved into room 112. The scanner in room 112 has already been moved to the Automation office area. Community users will not have access to a scanner and will need to photocopy pages from reference books.

Fay recommends that the library purchase archival book slips to use for printing call numbers on books placed in the Reese Room.

Fay is working on the book display that will reside in the lobby area next to the browsing books. A poster and book marks have been received for that display.

Library Instruction: (Camilla Baker): Camilla needs all library faculty to examine the library instruction schedule and let her know very soon which classes they can teach during May and June 2011.

Camilla, LouAnn Blocker, and Yadira Payne have submitted a proposal for a panel discussion of LibGuides to the Georgia Conference on Information Literacy.

Special Collections: (John O'Shea): Special Collections Assistant, Carol Waggoner-Angleton, attended the 2nd Technology Boot Camp at the State University of Georgia which was also the Spring SGA workshop on Archives Advocacy on May 14. It featured a tool called Voice Thread which can be used for data collection on user responses to exhibits and as an outreach tool for photograph identification.

Special Collections has prepared an annotated version of the Board of Regents record retention regulations. The Augusta State University Archives, which must be retained, are mapped in detail.

Updates for the Reese Library Unit Plan, for the Special Collections Department, were submitted. Included was a plan for Reese Library's Pilgrim Life Collection.

On May 12, in addition to personnel from Reese Library, Alana Lewis from Paine College attended the SAA Archon workshop, a webinar which provided a good overview of Archon and its functionality.

Acquisitions/Cataloging: (Kyle McCarrell): At the close of the fiscal year, the library was able to purchase a number of e-books from Ebrary, including a collection of life science titles.

Automation: (Rod Bustos): Computers have been installed in the presentation rooms located on 2nd and 3rd floors of the Library.

Over the intersession period, Owen Angleton, Automation Assistant, completed a number of software updates on the computers located in the Library Instruction classroom.

Outreach: (Mellie Kerins): The 2nd floor Reese Library Art Gallery will soon be housing the artwork of Colleen Fleming and Suzi Batchelor.

Electronic Resources/Serials: (LouAnn Blocker): No report.

Government Information: (Yadira Payne): Kathryn Parks, student assistant for nearly 3 years, accepted another position. Her last day was May 18th.

Business Services: (Ginny Loveless): With year-end funds provided by Academic Affairs, the library was able to purchase journal shelving (to display the current journals), mobile white boards, and mobile tables and chairs.

The library has several solid oak doors that were removed from various places in the building. Initially, the idea was to convert the doors into study tables to be placed around the library. This may not be feasible. If anyone has any suggestions as to what the doors can be used for, please contact Ginny.

The old Automation space will be converted into quiet reading rooms, an extension of the current browsing area. The area will soon be repainted and furniture will be moved in.

Associate Director /Circulation: (Jeff Heck): Circulation student assistant Harvey Batchelor is ending his employment with Reese Library in order to attend Basic Training for the military reserves. A search for a replacement student assistant is underway.

Director: (Camilla Reid): The library's Circulation/Interlibrary Loan Manager position will become vacant in August with the retirement of Dar Scarff. Depending on the FY12 budget situation, hopefully, it won't be too long before the position can be filled.

ASU administration and the core planning team for the new academic building on Wrightsboro Road have endorsed the idea that the Hull College of Business and the Department of Nursing programs are the better fits for the proposed West Campus expansion project.

A human resources consulting firm has been chosen for the campus-wide compensation study of 12-month employee positions. The process will begin this summer.

An executive search firm will be used to help the university choose a new dean for the position of Dean of the Pamplin College and Education

Committee Reports: (Reid): An Academic Vice President's (AVP) Council meeting was held on May 12. Dr. Sullivan discussed the FY12 budget situation and how the university would address budget reductions including the use of lapsed funds in vacant positions.

Miscellaneous: (Payne): Yadira will be giving a live art demonstration at Brandon Wilde on May 25th as part of their National Senior Health & Fitness Day events. The art created will be raffled off at the end of the day.

Next Meeting: June 09, 10:00 a.m. Media Services' Conference Room