

Library Faculty Meeting Minutes

Date: June 09, 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: Heck

Observer: Herndon

Recorder: Loveless

Next Meeting: June 21, 2011

Leader: Herndon

Observer: Kerins

Recorder: Loveless

Last Meeting: Minutes of the May 20, 2011 meeting were approved as distributed.

Special Agenda Item: (LouAnn Blocker): Review of library serials and databases. LouAnn shared pricing for items under consideration to add to the collection: International Index to Music Periodicals, and the pre-1976 Monthly Catalog of U.S. Government Publications. Neither was selected.

The group discussed the renewal of Columbia-Granger's World of Poetry and voted to renew it. Opposing Viewpoints in Context was chosen as a new subscription. It comes with Global Issues in Context free for one year.

The news from GALILEO is that several items voted on by members in the Spring may be cut if funding is cut. Those most important to Augusta State are the Oxford English Dictionary and Films on Demand. Augusta State will definitely fund Films on Demand if GALILEO cuts it, and the OED is still under discussion.

The deadline to notify GALILEO about our cost-share databases is a month earlier than usual. The group talked about adding full-text of Historical Abstracts and America, History and Life, and the continuing usefulness of EconLit with full-text. LouAnn will investigate the unique full-text titles contained in those databases and consult with appropriate people on these three databases.

Area Reports:

Media Services: (Ralph Herndon): An internal committee has been formed to initiate the Echo 360 Lecture Capture system. The system should be in place by Fall Semester 2011. Systems will be installed in five classrooms.

Curriculum Center: (Cindy Britt): Cindy and the Curriculum Center student assistants are signing up for customer service training offered by Human Resources this summer.

Forty-seven additional catalog records were added for new materials in May. The Curriculum Center now has enough GACE study guides to allow for checkout for four weeks instead of limiting them to one week as was the policy before.

Theses produced by the Education graduate students have been relocated to the library to be combined with those in Special Collections. This frees up space in the Curriculum Center and avoids duplication of materials.

Fifty-seven other items were deleted from the collection as part of general weeding.

Reference: (Fay Verburg): Rick Sulzycki, Reference assistant, has printed out a sign for the reference desk that specifies what IDs are acceptable in order to log in to the community user computers.

Fay and Cindy Britt will be weeding the juvenile collection on the second floor of the library. After weeding, the juvenile collection will be moved to the third floor shelves on the wall closest to the Family Room. Signage will be purchased to direct patrons to the new location.

Library Instruction: (Camilla Baker): Since the second session of summer school has started, there have been new requests for library instruction. These will be posted as they are received. Some may be in the last two weeks of June. Library faculty should continue to monitor the schedule for new requests that will need to be assigned.

Camilla will be attending the annual conference of the Atlanta Area Bibliographic Instruction Group, on June 10, at the Woodruff Library, Atlanta University Center.

Special Collections: (John O'Shea): Plans for the library's Special Collections' role in the Augusta Genealogy Homecoming meeting are in place. There will be a presentation on digitization project of ASU yearbooks and catalogs on August 4 as part of the AGS monthly meeting. Additional workshop sessions for GALILEO Genealogy resources will be presented August 5 at 10:00am and 2:00pm. There will be a library outreach presentation August 6 during the homecoming sessions.

The second Lyrasis digitization shipment of Augusta State University yearbooks has been returned to the Library. The third shipment is being prepped and should be mailed out early next week.

A planning meeting was held for the audio reformatting project for the Georgia Humanities Council Grant. In attendance were Dottie Demarest (Local History and Genealogy Librarian, Augusta Public Library) Lyn Dennison (Director of Library and Learning Resources Center, Paine College), Renee Sharrock (Curator, Georgia Health Sciences Library), and Carol Waggoner-Angleton (Special Collections Assistant). The Lucy Laney Museum also plans on participating.

Special Collections recently performed an archival consult with the Augusta Canal Authority on the reclamation and preservation of archival material uncovered at Sibley Mill.

Congratulations to Carol Waggoner-Angleton who has been chosen as the recipient of the Georgia Library Association's C.S. Hubbard Scholarship as a current library school graduate student.

Acquisitions/Cataloging: (Kyle McCarrell): Technical Services has been working with the Media Center on performing quality control on the DVD collection. After folding the databases together, both departments are trying to make sure that the physical item is accurately reflected in the catalog (GIL).

The library faculty had a discussion regarding whether Library of Congress call numbers should be found in e-book records. Consensus was reached that call numbers should be kept and/or added if possible.

Automation: (Rod Bustos): No report.

Outreach: (Mellie Kerins): Art by Colleen Fleming and Suzi Batchelor is currently on display in the second floor gallery.

Stanchions have been received and are in place in the gallery.

The library art committee is working on planning displays for the year, at two month intervals.

It was suggested the library provide a thumbnail list of art on the library website.

Matthew Whittington, Outreach assistant, is working with LouAnn on creating three video tutorials about searching GALILEO.

Electronic Resources/Serials: (LouAnn Blocker): Electronic Resources and Serials assistant, Marsha Reese, and Library Administration have worked with Mr. Ray Rowland, Emeritus Librarian, to get thirty copies of Ray Rowland's *Junior College of Augusta Administration, Faculty and Staff, a Pictorial History...* bound.

Rod is looking into a possible global solution to replacing the Serials Solutions E-Journals link with the EBSCO A to Z link in serials holdings records where this information appears.

Government Information: (Yadira Payne): Yadira and Dar Scarff, Library Circulation Manager, are working together to consolidate the ERIC microfiche collection into the Microform room.

Yadira is exploring the idea of repurposing the current map cases.

Later this summer, Yadira will begin a "Government Information Weeding Streamlining" project with the use of a C-Pen. She has shared information about the project with Rod Bustos, Automation Librarian.

A Depository Anniversary Committee to celebrate Reese Library's 50th year as a federal depository is being formed and Yadira is seeking volunteers.

Business Services: (Ginny Loveless): No report.

Associate Director /Circulation: (Jeff Heck): In previous years, Reese Library purchased an electronic reserves system, called ERes, providing faculty a means of posting reserve articles for their students. With increased use of our learning management system, a renewal of the subscription coming due, decreased use by faculty, and a need for our distance education approach to be through one approach, the library has chosen to stop this service as of Dec. 31, 2011. Faculty currently using the system will be provided assistance in moving to the GeorgiaVIEW system by ITS and Reese Library personnel.

Jeff and Dar Scarff, Circulation Manager, are currently reviewing software CDs held in the InfoSquare area to remove items with outdated content.

Camilla Reid and Jeff met with Circulation staff to review personnel and processes for the unit once Dar retires August 1.

Director: (Camilla Reid): Flynn FINDERUP Architects and Pat Harris Interiors will be back at the library, Wednesday-Friday, June 15-17. They will meet with campus administrators, library employees, and other constituents over the three-day period in the next step of information gathering for the interior renovation and interior master study.

The ASU Biographical Directory project is moving along. Fay Verburg reported that the letter from President Bloodworth and the online form should go out by e-mail the week of June 13. Jenna Thomas-McKie from ITS has been a great help with making needed updates in the form. Maryska Connolly-Brown, temporary Biographical Directory Assistant, is making good progress with inputting information from archival faculty files and has uncovered some interesting historical information about the university.

Committee Reports: (Reid): The ASU 12-Month Employees Compensation Study Steering Committee is meeting again next week. The company retained to complete the study will be meeting with campus administrators, as well. The online forms should be going out to all 12-month employees in the next few weeks.

The architecture and design firms retained to do the design of the new classroom building on Wrightsboro Road continue to meet with representatives from the Hull College of Business, the Department of Nursing and support groups (physical plant, security, the library/media services, and ITS). Renderings of the spaces are being completed.

Miscellaneous: (Payne): Yadira thanked everyone who participated in the 2nd Annual CSRA-LA Training Conference on May 27. She asks that everyone please submit their survey responses by the cutoff date (June 23). Committee volunteers must submit their briefing notes and reports by the same date.

(Heck): The library is working with Kathleen Boyd, ASU Auditor, as she develops a campus policies and procedures manual.

The next Georgia Library Quarterly Board meeting is June 10, for which Jeff will be out.

(Blocker): LouAnn will present “Using Cognitive Theories in Library Instruction” at the Atlanta Area Bibliographic Information Group (AABIG) Conference on June 10. Camilla Baker will also be attending the conference.

(Baker): Camilla Baker, LouAnn Blocker, and Yadira Payne submitted a joint proposal to the Georgia International Conference on Information Literacy for a panel presentation on Reese Library’s implementation of LibGuides. The proposal was accepted, and they will present at the conference in September 2011.

Next Meeting: June 21, 10:00 a.m. Media Services’ Conference Room