

Library Faculty Meeting Minutes

Date: January 10, 2012

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

Leader: Blocker

Observer: Bustos

Recorder: Loveless

Next Meeting: January 25, 2012

Leader: Bustos

Observer: Heck

Recorder: Loveless

Last Meeting: Minutes of the November 30, 2011 meeting were approved as distributed.

Special Agenda Item: (Blocker): Strategic Plan Funding Requests. The library will request five items in this priority order: Springer E-books, American Chemical Society Legacy Archive, Cambridge Histories Online, a collection from ProQuest Periodical Archive Online, and a Janus board.

Area Reports:

Media Services: (Ralph Herndon): Through Student Technology funding, Media Services now has 60 scientific calculators available for student check-out.

The newest version of Final Cut Pro 10 has been installed on the Mac computer stations. Training opportunities will be sought for Media Center staff.

Six new HD camcorders and MTS converters have been received which allows HD videos to be directly transferred onto MAC computers.

At the end of January, the bidding process will begin to upgrade four classrooms: Science Building 1040 and 1041 and Galloway Hall 206 and 208.

Curriculum Center: (Cindy Britt): Cindy spoke at three College of Education orientation sessions for new students January 10 to promote the Curriculum Center.

All Curriculum Center student assistants are returning for spring semester. This schedule will allow the Center to stay open until 7:00 p.m. Monday – Thursday.

Reference: (Fay Verburg): Fay distributed a list of questions asked at the reference desk during Finals Frenzy! extended hours. During those five days, there were eight questions asked during extended hours, with no questions asked during the Monday and Tuesday extended hours.

Fay asked that everyone remember to include the part-time reference librarians to the email distribution lists for pertinent information. In addition, Fay asks that if a student seeks help in finding a book (excluding textbooks) the library does not own, send her an email with the title and edition information for purchase consideration.

Library Instruction: (Camilla Baker): Spring semester library instruction classes are being booked at a constant rate.

Camilla is teaching ILIT 1500 this semester.

Special Collections: (John O'Shea): Grant funding has been received from the Georgia Humanities Council for Augusta's Viewpoint: Understanding the Civil War. Planning for this program will start this spring. The first of six book talks will

take place in September 2012. LouAnn Blocker is project manager, Carol Waggoner-Angelton is co-project manager, and Dr. Debra Van Tuyll will be project scholar. The Georgia Humanities Council has also asked the library to participate in Understanding the Civil War Project. Project managers will stay the same, but Dr. Hubert Van Tuyll will be the project scholar.

On March 20 at 2:30p.m. Outreach and Special Collections will sponsor a lecture by Mrs. Pat Pugrant who will be exhibiting the Breman Holocaust Museum's Women of Valor Quilt. The Women's Studies Committee has been asked to participate as sponsors and to help publicize the event for Women's History Month.

Special Collections is acting as host to Steve Koplan from Georgia Perimeter to help him recruit for the Library technician certificate program. He is scheduled to speak at the Columbia County Main Library on January 29 at 2:00p.m., the Augusta Main Library on January 30 at 10a.m., and Reese Library on January 30 at 2:30p.m. The certificate program is an excellent opportunity for support staff to update skills and a variety of financial aid is available.

Brenda Banks, formally of the Georgia Archives and now of Banks Consulting, has been consulted about an estimate on Pilgrim Life and Health to improve our grant applications.

The first stage of Lyris digitization is complete. There are funds remaining on this account and a second project will soon be planned.

Jessica Huey has transferred as a student assistant to Library Automation. Special Collections is now in the process of hiring a new student assistant.

Acquisitions/Cataloging: (Kyle McCarrell): Utilizing Book Consignments.com, the library was able to sell some donated books which were not a good fit for our collection.

Kate Culver has cataloged and processed over 900 titles this year.

For collection development representatives, January 27 will be the final date to submit orders to use up FY12 library allocation funds. Acquisitions will send out reminder emails this week regarding this date.

Automation: (Rod Bustos): The Library's new home page is now live. Rod thanked everyone for all the feedback provided thus far and asked that everyone continue to provide feedback/further suggestions.

Rod and Owen Angleton, Automation Assistant, are in the process of upgrading the Deep Freeze software installed on the student computers within the library. ITS recently purchased a Deep Freeze site license for the campus and with the upgrade, the student computers will be on the same version.

The eleven student computers purchased with Student Technology funds have been received at ITS.

Jessica Huey will begin working as a student assistant in Automation beginning January 11.

Outreach: (Various): The Outreach Librarian position is currently being advertised; it closes January 23.

With ASU's Public Relations department now sending out a weekly report (in lieu of a monthly report), Matthew Whittington, Outreach Assistant, will make it a priority to submit something on behalf of the library each week. If library employees have any suggestions, please let Matthew know.

If there are any suggested changes to the Student Guide to Reese Library, let Matthew know as soon as possible so the brochures can be printed.

Electronic Resources/Serials: (LouAnn Blocker): New journals collections, IOP Science Extra, Elsevier Science Direct Physical Sciences College Edition, and SpringerLink (journals only—the fall trial was the whole package) are activated in the e-journals list and have entries in GALILEO's Databases A to Z menu. Their assignment to subject areas in GALILEO will be done by GALILEO staff in Athens.

Melissa Johnson, a student in the MLIS program at Valdosta State University, will be conducting her supervised fieldwork experience at Reese Library this semester. LouAnn will be her supervisor and she will mainly do projects in Technical Services, but may visit or work in other areas of the library during her twelve-week internship. She will work ten hours a week, generally Monday-Friday from 1-3 p.m.

GALILEO staff, Rod Bustos, and Owen Angleton helped to get the Google Scholar authentication from off-campus set up. If patrons go to Google Scholar through the link on the new library webpage when they are off-campus, they will be prompted for the GALILEO password and can see our subscribed content in their results sets. Content is linked through GALILEO's SFX "Find It."

Government Information: (Yadira Payne): Yadira has completed the 2011 Zero-Based Item Selection Review and has added no new items to the library's profile. However, 211 items were dropped.

In 2011, 41,952 PURLS were modified to point from GPO Access to the FDsys. MARC records will be modified as necessary. If anyone is accessing a government information record in the catalog and the PURL link does not work, please email Yadira ONLY the BIB number. [Access the BIB number by clicking on Technical/Staff View. The number is in the 001 Field.] Titles and SuDoc numbers will not direct her to the exact record to which you are referring.

Business Services: (Ginny Loveless): Ginny asked that everyone submit all travel requests for spring semester.

Associate Director /Circulation: (Jeff Heck): Katie Glaeser has been hired as a Library Assistant IV in the Circulation unit. Katie worked previously as librarian for the Augusta Symphony.

Jeff wanted to note the excellent work Veronica Corradino has done the past few months as she adapted to her new position as manager, provided coverage for the Circulation Desk through short-staffed times, and worked to hire new staff.

Director: (Camilla Reid): Camilla Baker, LouAnn Blocker, and Yadira Payne received a \$500 grant from the ASU Center for Teaching and Learning to underwrite their travel to present a paper on the use of LibGuides at the Georgia International Conference on Information Literacy.

Camilla Reid is meeting individually with the library faculty this week to discuss their Faculty Role Model Reports for 2011 and their goals for 2012.

Camilla Reid encouraged everyone to attend at least one of the forums January 12 in regards to the ASU/GHSU merger.

Committee Reports: (Blocker): QEP Jump-Start Committee. At the last library faculty meeting, LouAnn reported that we should all be able to articulate the basics of the QEP at the SACS visit in March and she was asked if the committee would generate a 'sound bite' for the campus about the QEP. There is no word on that yet. LouAnn was asked at the library faculty meeting to create one for the library.

(McCarrell): The Outreach Librarian Committee has been formed and will begin meeting next week. Committee is comprised of Kyle McCarrell (chair), Rod Bustos, Ralph Herndon, Matthew Whittington, Jann-Marie Chandler, and Ginny Loveless (ex-officio).

(Payne): The Ft. Gordon Liaison Committee meets January 18. Yadira is on the agenda to discuss Reese Library's 50th Anniversary as a Depository and committee cooperation.

Miscellaneous: (Payne): Yadira asked that everyone mark his/her calendars for the 3rd Annual CSRAL Library Association conference scheduled for May 25. All facilities have been booked and the conference will be hosted at Augusta State. This year marks the 50th anniversary of the Association.

(Reid): Camilla Reid reminded the group of Rose Axton's retirement brunch on February 2 from 9:00a.m.-11:00a.m.

(Herndon): A remembrance ceremony in honor of former ASU student, Matt Miklas, will take place between the Men's and Women's basketball games January 11 against Lander University. Coach Dip Metress has pledged to donate \$24.00 for every 3-point basket made that will go towards the scholarship fund in his name, in honor of Matt's 24th birthday January 11.

Next Meeting: January 25, 2012 10:00 a.m. Media Services' Conference Room