



COLLEGE OF MICRONESIA-FSM

P.O. Box 159, Kolonia, Pohnpei
Federated States of Micronesia 96941

Tel: (691) 320-6829/2481/2482

Fax (691) 320-2479

*Office of the Director
Learning Resources Center*

Date : February 2, 2010

MEMORANDUM

TO : Vice President for Instructional Affairs

FROM : Director, Learning Resources Center

SUBJECT : MONTHLY REPORT, JANUARY 2010

VISITORS: (3)

Sandra Serrano from Kern Community College District in Bakersfield, California;
Richard and Elaine Holloway, Service Missionaries from Idaho, USA.

ACTIVITIES/HIGHLIGHTS

Twelve classes with approximately 215 students were in the library this month for formal sessions.

Harriet Hoover's four art classes were shown art books in the Pacific, general and reference collections. They were also instructed on how to find specific art books in these collections by using the OPAC.

Four classes (2-Monica Rivera, 2-Resida Keller) of EN120b received library literacy instruction including the OPAC and EBSCO database.

Two of Sue Moses' classes were given instruction in using resources, particularly EBSCO, to conduct literature reviews.

Delhina Ehmes' research class was introduced through the OPAC to the specialized resources in the Pacific collection.

Kerry Lohmeier's law 200 class was oriented to the library including its collections and services.

These sessions were presented and conducted by Juvelina, Lucy, Julia, Bruce, Jenny and Julie.

On January 29th, Jenny Hainrick participated in a Personnel committee meeting. Sue and Bruce were participants in the group drafting a Communications Plan for the College.

Research Topics: (34)

1. Disability – how to interview people with disability
2. Micronesian customs & beliefs
3. The Constitution of the Federated States of Micronesia
4. Laws of Micronesia
5. Dual Citizenship in FSM
6. Coconut and its uses
7. Migration – its opposing views
8. Bilingualism in FSM
9. Gobiid fishes in Pohnpei
10. General information about Micronesia
11. Marriages in Micronesia
12. Culture change in FSM
13. Different arts of the Pacific
14. Funeral practices of Pohnpei
15. Economic development and how its effects the environment in the FSM
16. Kapingamarangi language
17. Taro – different types and how to grow them
18. Suicide in Micronesia
19. Typhoon Sudal in Yap
20. Tourism in FSM
21. FSM Interim Report cases
22. Micronesian poems
23. Diabetes
24. Vegetable gardening
25. Gender role or issues in Micronesia
26. Dual citizenship in Micronesia
27. Bilingual Education in Micronesia
28. Special Education
29. Mainstreaming
30. History of Mand Public Elementary School
31. Migration across the FSM states
32. Bilingual education across the FSM states with specialty in the development of curriculum resources
33. Coconut uses in Micronesia
34. Churchill Edward (when hired and resigned)

STATISTICS:

Circulation Desk

Patron LRC usage	: 13,679
New library cards	: 12
Non-compliance to LRC policy	: 45
Overdue books	: 33
Materials circulated	: 919*
Books on reserve	: 28
Booking of library use	: 5
Canon copies	: 1,057
Fines paid	: \$16.59
Clearance/withdrawal	: 24

*Circulation component of Follett has been inoperative since January 21, 2010. Therefore, books used in-house are not included in the circulation figure causing the figure to be lower than it actually was.

Computer Usage

General applications	: 1,593
Reference	: 2,845
Email	: 1,539
Visitor usage	: 28
Technical assists	: 174

Curriculum Resources Center

Number of classes	: 18
Materials used	: 681

Pacific Collection

Books on reserve	: 96
Copying	: 612
Visitors	: 3
Patron usage	: 968
Topics researched	: 34

Periodicals Received/Processed

General	: 166
Pacific	: 151

Cataloging and Processing

General	: 38
Pacific	: 5
Re-classified (Pac.)	: 30
Reference	: 9
CRC	: 32

Donation (Pac. 4) (CRC 13) (Pb. 1)	: 18
Paperback books	: 9
Total books catalogued.	: 141

Government /UN/FAO materials received and processed

Gov't Docs	: 5
UN	: 8
FAO	: 29
Total Materials Catalogued	: 42

Acquisitions Department

Expenditure	: \$1,424.02
Acquisition Purchases	: 34
Acquisitions Received	: 86

Inter-Library Loan

ILL Sent:	
Print materials sent to other institution	: 1
Non-Print materials sent to other institution	: 4
Ill Received:	
Non-Print materials received from other institution	: 1

Donations: 18 Pac. 4) (CRC 13) (Pb. 1)

Materials Withdrawn

Books	: 36
-------	------

Reference Encounters

Liza	: 3
Juvelina	: 76
Paula	: 18
Esther	: 2
Pacific	: 34
Jenny	: 54
Total reference encounters	: 187

Number of Work-Study Students

Roland	: 1
Julia	: 1
Julie	: 2
Total work-study students	: 4

MITC (Audio Visual Division)

Audiovisual material duplication (COM activities)	: 9
Audiovisual materials (VHS, DVD, CD) repaired	: 4

Audiovisual materials cataloged	: 7
Audiovisual materials checked out	: 27
Manual check out	: 19
Audiovisual purchased	: 7
Poster Laminated	: 5
Equipment checked out	: 10
Equipment repaired/maintained	: 2
ID cards issued	: 140
ID cards validated	: 735
ID photos taken	: 140
Number of classes held in MITC	: 15
COM meetings/workshops in MITC rooms	: 14
Patron audiovisual equipment training/support	: 4
Patron tours/orientations	: 2
Peacesat audio conference	: 10
Peacesat video conference	: 4
Print productions	: 5
Setup audio systems for activities/class	: 3
Video showing in MITC rooms/booths	: 11
Video coverage/burned in DVD format	: 3
Video conversion	: 4
Video production	: 4
Photos uploaded in Follett	: 20
PDL files OCR	: 550
Files edited	: 69

CONCERNS, PROBLEMS, COMMENTS, SUGGESTIONS:

Back up of the Follett database has not been done in more than a week; Circulation component has not been operative in almost 2 weeks. There seem to be technical problems that so far have neither been successfully identified nor corrected. Additionally, some student computers are taking more than 20 minutes from the time they are turned on until they are ready to be used.

Submitted by:



Sue Caldwell, ED. D
Director, Learning Resources Center

cc: President, COM-FSM
Vice President for Administrative Services
Vice President for Student Services
Vice President, Cooperative Research and Extension
Director, Institutional Research and Planning
State Campus Librarians