



COLLEGE OF MICRONESIA-FSM

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*Office of the Director
Learning Resources Center*

DATE: July 12, 2011

MEMORANDUM

TO : Vice President, Instructional Affairs

FROM : Acting Director, Learning Resources Center

SUBJECT : MONTHLY REPORT, June 2011

VISITORS: (61)

Chuuk Campus, (43)
National Campus LRC, (1)
Pohnpei Campus library, (17)

PERSONNEL

Chuuk Campus

Mac Emwalu was rehired as Media Technician; Jayleen Kokis has been accepted into the Masters Program in Library and Information Science at the University of North Texas

National Campus

Amito Phiach started working on special contract at the first floor circulation on June 30th. He'll be working with us until September 30th.

Karleen Manuel was rehired as MITC Coordinator effective June 6, 2011.

ACTIVITY HIGHLIGHTS

Chuuk Campus

The LRC extended its hours of operation from Monday to Thursday and Saturdays to accommodate the needs of the college community.

FMI Campus

Alice is still in the process of labeling and re-shelving books on shelves for easier access.

Kosrae Campus

Michael gave a tour of the Rose Mackwelung Library to Mr. Alik Phillip's History of Micronesia class.

National Campus

- Gov Docs Librarian Julia Martin participated in the PIALA meeting via Facebook on June 16 and the LRC staff meeting on June 20; Re-shelved and have started shelf reading the collections; Weeded and listed U.S. Gov't docs 5 yrs and older for Gwen Sinclair at University of Hawaii Manoa; and updated bibliography of newly cataloged materials to be sent out at the end of this month.
- MITC received a box of 40 videos, both DVD and VHS donated from SSSP office through Morehna Santos and from Micronesian Seminar; Leeroy Lynch from Xavier High School was doing his Christian Community Service Project in MITC/LRC.
- The following titles/items were placed on reserve at the first floor circulation section by the following instructors:
 1. 10 ea., Teacher Competency Exam Preparation Manual by Professor Susan Moses
 2. 4 ea., Oceanography handouts, 1 Oceanography textbook, and 1 Environmental Science textbook, by Professor Allan Bourgoin

Pohnpei Campus

Nercy accomplished the following:

- Assisted a patron, Adela Hespak, on how to apply FAFSA on-line on June 7
- Was involved in the Staff Development Week activities during the week of June 13-17 and provided basic Library Tips for the staff development week.
- Attended meeting with the Interim President on June 20

Yap Campus

Susan accomplished the following:

- Prepared and submitted receiving reports for materials received from Bookhouse and Library Video Co.
- Updated the Patron Database for Summer 2011 in the Follett System.
- Helped out in the Bookstore during the Summer Registration
- Use of AV Room - Ezra Choay with UB students; staff with Danny Dumantay

TOPICS RESEARCHED: 43

National Campus (12)

1. Reef Swamp and the effects from its surroundings
2. Chuukese culture
3. Children's literature
4. Effects of inflation on FSM economy

5. Nan Madol history and place names
6. Polio diseases in the FSM
7. Causes of migration in FSM
8. Diabetes in FSM
9. Effects of Westernization in Micronesia
10. Legends of Chuuk
11. Legends of Pohnpei/Ponape
12. Obesity in the FSM

Pohnpei Campus (18)

1. Bill Gates.
2. Steve Jobs.
3. Charles Ada Lovelance
4. Marcian “Ted” Hoff
5. Intel
6. PC.
7. IMB.
8. Exceptional Children
9. Sakau (Kava).
10. Legends of Oneop Island.
11. Marriage in Micronesia.
12. Map of Kolonia Town.
13. Missionary in Pohnpei.
14. Gender minority.
15. First born activity in Pohnpei.
16. Lemon Tree.
17. Nan Madol ruins.
18. Biology of Tree system.

Yap Campus (13)

1. Marshall Islands : history, government, social life, etc.
2. Marianas : history, government, social life, etc.
3. Chuuk : history, government, social life, etc.
4. Islands of Micronesia
5. Micronesian legends
6. Multigrade teaching
7. Teaching philosophies
8. The Nervous system
9. Wildfires
10. Evidences (Law)
11. Energy policy of FSM
12. FSM statistical data
13. Health and fitness

STATISTICS:

	Chuuk	FMI	Kosrae	National	Pohnpei	Yap	TOTAL
Booking of library use			34	3			37
Clearance/withdrawal			0	49	6		55
Copier usage				3225	111		3336
Fines paid				\$ 62.74	\$ 10.55		\$ 73.29
Materials circulated	475	0	176	1260	215	428	2549
New accounts			103	28	12		143
Noncompliance with LRC policies	4		0	58			62
Overdues			113	18	7		138
Patron usage	3448	23	509	20,458	2735	1538	28,711
Reference encounters	5	1	18	88	1	18	131
Reserves	36		0	139		132	307

Computer Usage

	Chuuk	FMI	Kosrae	National	Pohnpei	Yap	TOTAL
General applications			175	2528	568	292	3563
Reference	606		268	4438		93	5405
E-mail				1858		249	2107
Visitor usage				13	2		15
Technical assists			0	156	11	27	194
Ariel			41				41

Collection Development

	Chuuk	FMI	Kosrae	National	Pohnpei	Yap	TOTAL
New Acquisitions	169			166	57	80	472
Donations	227			36	15	30	308
Withdrawn				72			72
Cataloged	169			285	11	61	526
Expenditures				\$2154.66	\$ 289.69		\$ 2444.35

LRC Orientation/Training Modules (National Campus)

Topics covered	Facilitator	Section	Instructor	No. of Students	Date/Time of Training
Module 3	Juvel	EN/CO205	Biza, Leilani	20	6/8/11 9:30 AM
Module 2	Juvel	EN120a	Senarathgoda, Deva	20	6/13/11 11:00 AM
Modules 1 & 2	Julia	EN120a	Perkins, Ross	24	6/16/11 2:00 PM

Inter-Library Loan (National Campus)

Received: 5

Work Study

	National	Pohnpei
Work study students	14	5
Hours worked	183.5	

MITC (National Campus)

Audio Productions	0
Audiovisual material duplication (COM activities)	16
Audiovisual materials (VHS, DVD, CD) repaired	2
Audiovisual records updated	172
Audiovisual purchased	0
Audiovisual donated	40
ID or personal cards laminated	2
Equipment checked out	2
Equipment repaired/maintained	2
Graphic productions	0
ID cards issued	131
ID cards validated	151
ID photos taken	131
New acquisitions (film)	0
Number of classes held in MITC	140
COM meetings/workshops in MITC rooms	2
Non COM meeting/workshops in MITC rooms	0
Patron audiovisual equipment training/support	1
Patron tours/orientation	0
Patrons provided with reference/research services	0
Peacesat audio conference	0
Peacesat video conference	0
Print productions	0
Setup audio systems for activities/class	3
SSB radio users	0
Digital photos	0
Temporary ID cards issued	0
COM video coverage	1

Non COM video coverage	1
Video showing in MITC rooms/booths	26
Video coverage and burned into DVD format	1
Video conversion	0
Video production	0
Scan documents for COM	15
Scan pages (books) for PDL	95
Photos uploaded in Follett	0
PDL files OCR	120
File edited	0
Item files created for upload	0
MITC documents filed	20
Work study hours earned	66
Reel to reel conversion	13
Scan photos (CCM ID pictures)	0

PROFESSIONAL and/or COMMUNITY INVOLVEMENT

National Campus

On June 6 to June 10, Bruce assisted DOE personnel in off-loading 2 containers of items intended for the elementary and high school libraries in Pohnpei. Over 30 steel shelves, 100 boxes of reading materials from elementary to high school level, 22 used computers and some items for Pohnpei State Hospital were donated.

CONCERNS, PROBLEMS, COMMENTS, SUGGESTIONS:

Chuuk Campus

LRC is still being invaded by termites.

Kosrae Campus

Certain sections of the RML had to operate for half the day from June 27-30 because cooling systems were not working and the heat in the afternoon was unbearable.

Pohnpei Campus

With due respect, I would like to bring to your attention that our Library is a very useful facility that enables people to find a wide variety of information resources for a variety of purposes . With this reason I really need a Library Assistant to assist me in the library due to the following reasons enumerated below:


1. Library assistants help organize resources so they are readily available to patrons.
2. Library assistants help librarians and other staff with a variety of tasks to ensure the organization of resources.
3. They often work at the circulation desk registering new patrons, answering questions, and collecting and checking out books and other materials.
4. Assistant librarians perform many tasks, adding variety to the job.

And one of the important reasons why I need a Library Assistant is to accommodate the lunch period. I understand that work study students are not reliable to be taking care of the library while I'm away so what's a good solution to this concern?

Yap Campus

The Follett System is having problems with the cataloging and reports modules. Follett Technical Support already gave suggestions on how to resolve the problems. The IT staff will work on it.

Submitted by:



Jennifer Hainrick

Acting Director, Learning Resources Center

cc: President, COM-FSM
Vice President, Administration
Vice President, Support & Student Affairs
Vice President, Land Grant
Director, Research and Planning
State Campus Librarians