



COLLEGE OF MICRONESIA-FSM

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*Office of the Director
Learning Resources Center*

April 17, 2012

MEMORANDUM

TO : Vice President, Instructional Affairs

FROM : Director, Learning Resources Center

SUBJECT : Monthly Report, February 2012

ACTIVITY HIGHLIGHTS:

Chuuk (Kersweet Eria)

- Edson Asito, Media technician, went to Satawan and Moch in the Mortlocks region to administer the COMET test and is scheduled to come back on February 29, 2012.
- LRC extended library hours starting last week until end of this semester May 7, 2012. Schedule for the extended hours are as follows:
Mondays to Thursdays..... 8:00-6:00 pm
Saturdays 9:00-5:00 pm

Kosrae (Michael Williams)

- Michael was assigned to Ad-hoc committee
- Library Technician was appointed to Kosrae Campus HR committee by KC Director.
- 56 books were donated by Kiosy Renton
- 56 various types of materials were donated by Department of the Interior, National Park Service, Pacific West Region.
- Jane Barnwell from PREL donated 20 children's books.
- The Pacific Judicial Council Conference donated 6 folders and 1 binder to Rose Mackwelung Library (RML).
- A check of \$200.00 COM-FSM Kosrae Campus was received to purchase cash power for the RML building.
- New library building is 65% complete.
- Orders placed with Gaylord Bros. Inc., Book House Inc., and Ace Hardware have been submitted for approval.

- The Pacific Judicial Council Executive Committee Meeting and Training was held in the RML from February 24 – 27, 2012.
- The RML was used by military recruiters for ASVAB testing on February 28, 2012

National

Acquisitions

- Breakdown of expenditures made from December to February 2012:

LRC Accounts	Amount
Supplies – 8201	\$ 5,546.38
Reference – 8203	\$ 24,523.70
Site visit – 8251	\$ 4,192.00
Membership – 8671	\$ 70.00
TOTAL	\$ 35,232.08

- Two large Book House orders were placed in December 2011 and February 2012 with \$13,076.54 and \$10,114.39 respectively. Shipment for the first order has been completed and the shipment for the second order has begun arriving.
- Receiving reports for received orders have been submitted to Business Office
- The Blue Trunk Library order placed in Spring 2011 from World Health Organization (WHO) finally arrived on February 3rd and processed for patron use. These materials focus on Public Health issues.
- A special contract request was submitted for Rihter Hellan to be stationed at the Pohnpei campus library to assist Nercy with library operations. *See Pohnpei campus report.*

Government Documents (Julia)

- A list was received from Gwen Sinclair of University of Hawaii at Manoa requesting for some of the materials from the government document collection's weeded list. The materials have been put together, boxed up and awaiting shipping.
- Julia attended Human Resources Committee (HRC) meeting and a Planning and Research Committee (PRC) meeting of which she was tasked to prepare minutes.
- She packed and got rid of UN Documents which have been housed in the Pacific collection, including the many boxes sitting at the front door, waiting for maintenance since November 2011
- Two work-study students: Roselino Mwaeraeran and Mylee Mario have been hired
- Weeding of the collection is still ongoing.

Media Instructional Technology Center (MITC)

- Darsy Augustine completed another video project titled *Kapwal Ehu Met Soused=A Problem Fishers are Facing*. This is a video contract between COM-FSM and Kevin L. Rhodes, Ph.D., a faculty from University of Hawaii at Hilo working under College of Aquaculture, Forestry and Natural Resource Management Office.
- Karleen Manuel Samuel is taking a one month online course on *Pedagogical Principles of Distance Learning* with other instructors. This class ends on March 30, 2012 and is taught by Robert Hogan.
- Karleen Manuel Samuel has finished building another batch of new books to be added to the Pacific Digital Library website. Collections have been sent to New Zealand for upload.
- MITC group study room is heavily used by students.

- MITC, with the help of DCR office have completed their first project video on COM-FSM students requested by President.

Reference (Juvel)

- 22 ILL articles were received from UOG. These were requested by Dr. Ikoli Ilongo for Public Health courses.
- A list of weeded paperback titles was submitted to LRC Director for evaluation.
- Records and labels of 39 newly processed books were checked against the Follett database and forwarded to Readers Services for display.
- Records of 161 paperback titles were deleted from the library database and assigned “withdrawn” stamps.
- Supplies are being moved from the storage room to the processing room to make room for the storage for the solar panel unit.
- The tally and narrative report of the Library Instruction survey for Fall 2011 has been completed and submitted to LRC Director.

Pohnpei (Nercy Simina)

- Nercy joined the Management Team in meeting new President, Joseph M. Daisy, in the Conference Room on February 14.
- On February 10, counselor Cindy Edwin brought her ACE students to the Pohnpei campus library to gain more information on how to use the OPAC, to get oriented on services offered by the library, and learn how to read call numbers.
- On February 27, Rihter Hellan started her contract as a library assistant at the Pohnpei campus library. She will be working until July 31, 2012. Her duties include providing circulation services to patrons, maintaining statistics of the library services and providing technical assistance on student computers.

Yap (Susan Guarin)

- 14 students in ESL 089 class under Josede Figirliyong were assisted in their research on the Pacific Island groups.
- 62 volumes of books were cataloged and carded.
- 84 new library materials were received: 82 titles, purchased from Book House and 2 DVDs from Library Video Co.
- Receiving reports for books received from BookHouse (PO11-4377) and periodicals received from EBSCO were prepared.
- SAD for book orders from Book House and videos from Insight-Media were prepared.
- Teacher’s Resources for textbooks: Algebra and Trigonometry, 8th ed. by Larson and Mathematics for Business, 9th ed. by Salzman were requested and received.
- The collection database was updated.
- The patron database was updated based on the official enrollment list from SS Coordinator (20 new students, 10 returning and 191 continuing)

TOPICS RESEARCHED: 60

Chuuk (4)

1. Asthma
2. Birds in Chuuk
3. Immigration

4. Live Stock

National (33)

1. Child abuse in the USA
2. China burial rituals
3. China clothes culture
4. Disadvantages/effects of coffee
5. Drug addiction
6. Effects of alcohol
7. Indian clothes culture
8. Indian marriage
9. Parental involvement
10. Resource conservation
11. Teenage pregnancy
12. Use of drugs
13. Child abuse in Micronesia
14. Climate change and sea level rise in the Pacific region
15. Compare and contrast difference and similarities of Chinese and Chuukese cultures
16. Comparing funeral ceremonies and culture in Pohnpei and Korea
17. Comparing marriage customs in Korea and Pohnpei
18. Comparisons of Pohnpei and Chuukese cultures
19. Domestic violence in Micronesia (classroom project)
20. Environmental issues in Micronesia
21. Funeral practices in Pohnpei
22. Issues relating to absence of children's literature in the Federated States of Micronesia
23. Land environment pollution
24. Language policy in Federated States of Micronesia
25. Marketing tourism in the Federated States of Micronesia
26. Nukuoro history and reader
27. Pollution problems and environmental issues across the Pacific
28. Sea level rise in Micronesia
29. Stories, folktales, and legends about Micronesia
30. Whereabouts of the German land records of Pohnpei during the German administration
31. Whereabouts of the original FSM Constitution
32. Whereabouts of the original Pohnpei Constitution
33. Wife beating in Micronesia (Spouse abuse)

Pohnpei (9)

1. Bell Tower in Pohnpei.
2. Child Abuse.
3. Domestic violence.
4. Nan Madol Ruins.
5. Pohnpei Invasive plants.
6. Refrigeration and air conditioning.
7. Spanish Wall.
8. Typhoon in Pohnpei.
9. War in Pohnpei.

Yap (14)

1. Description, history and government of the Pacific Island groups: Federated States of Micronesia (Pohnpei, Chuuk, Kosrae and Yap), Palau, Marshall Islands, Commonwealth of Northern Marianas, Fiji, American Samoa, Nauru, Papua New Guinea
2. Alcohol abuse
3. Child abuse
4. Cloning
5. COM-FSM Yap Campus Library resources and services
6. Domestic violence
7. Drug abuse
8. Global warming
9. Health problems/issues: heart disease, dengue, diabetes
10. Human body systems
11. Modern Communication
12. Naupaka
13. New technologies
14. Overfishing

STATISTICS:

Programs/Services

	CC	KC	NC	PC	YC
Patrons usage	3335	1718	20648	3860	2681
Reserved materials	0	6	119	3	22
Materials circulated (all)	27	183	993	297	1363
Visitors	46	0	132	18	51

LRC Computer Usage

	CC	KC	NC	PC	YC
General application	327	78	2091	497	674
Reference	26	560	3527	0	213
Email	0	0	1512	0	476
Technical assistance	5	3	146	88	18

LRC Reference Encounters

	CC	KC	NC	PC	YC
Reference encounters	4	12	109	20	49

Circulation

	CC	KC	NC	PC	YC
Booking of library use	0	50	0	1	5
Clearance/withdrawal	0	3	22	1	3
Copier usage	0	240	969	116	56
Printer usage	39	37	-	246	-

Fines paid	0	-	\$42.61	\$28.29	\$1.90
Noncompliance	8	4	101	2	3
Overdue Materials	0	98	73	8	4
New accounts	0	27	15	3	3

Collection Development

	CC	KC	NC	PC	YC
No. of volumes (updated)	11,011	4,630	63873	6548	9,279
New acquisitions	0	0	97	42	84
Backlog	0	6	168	0	0
Donations	0	132	285	1	0
Withdrawn	0	0	161	109	0
Cataloged	0	28	385	0	62
Serials processed	0	63	203	36	0
Gov Docs processed	0	0	57	0	0
Expenditures	0	0	\$35,232.08	\$165	\$2775.26

Inter-Library Loan

	CC	KC	NC	PC	YC
Request sent	0	0	29	0	0
Request received	0	0	33	0	0

Work Study

	CC	KC	NC	PC	YC
Work study students	0	0	9	4	1
Hours worked	0	0	98:11	54	-

MITC

Chuuk Campus

ID replaced	8
Student visitors: interview, questions, sticker	65
Faculty using MITC room for instructional use	2
Media materials circulated	8

National Campus

Audiovisual donated	10
Audiovisual material duplication (COM activities)	21
Audiovisual materials cataloged	4
Audiovisual materials labeled	17
COM meetings/workshops in MITC Rooms	18
COM Video Coverage	14
Digital Photos	30
Equipment checked out	3
Graphic Productions	10
ID Cards Validated	26
ID or personal Cards Laminated	26
ID Photos Taken	26

Manual video check out	5
MITC documents filed	25
Number of classes held in MITC	28
PDL files OCR	
Files edited (rename/edit content)	30
Item files created for upload	8
Page scanned	
Photos uploaded in Follett	98
Poster laminated	3
Reel to reel conversion	5
Scan documents for COM	9
Setup audio systems for activities/class	25
Temporary ID Cards Issued	26
Video burned into DVD format	23
Video production	1
Video showing in MITC rooms/booths	35

Library Instruction

Module	Class / Instructor	No. of Students	Campus
Orientation		48	Kosrae
Orientation, OPAC, Read call numbers	Edwin, C. (ACE)	15	Pohnpei
Basic library orientation	ESL079	16	Yap
The Basic Occupational/ Career References: OOH, DOT, GOE and O*Net	SS100	9	Yap
The Pacific Collection	SS150	21	Yap
Basic library orientation (given individually)	EN120b	11	Yap
Electronic Resources (EBSCO & ERIC)	Moses, S.	20	National
OPAC & Electronic Resources	Weires-Madsen, N.	16	National
Electronic Resources & Evaluating Resources	Ehmes, D.	18	National
OPAC & Electronic Resources	Keller, R.	16	National
OPAC & Electronic Resources	Keller, R.	16	National

PROFESSIONAL and/or COMMUNITY INVOLVEMENT:

Yap

- *Connections to Collections Project* with Erica Ruwepin and Helen Salap is still on-going.

CONCERNS, PROBLEMS, COMMENTS, SUGGESTIONS:

Chuuk

LRC encountered problems after the renovation.

1. Air conditioners are not functioning properly
2. Five sets of fluorescent lights are not working

Students are concerned about the performance of the computers in the library and requesting for newer and faster computers.

Kosrae

- There are multiple leaks on the roof above the RML computer lab section, and in the Pacific Collection Room.
- Book spines continue to get damaged from rats.

National

- Students have been asking for Wi-Fi access on the second floor as well as for outlet to plug in their laptops when using the study tables at Government Documents Collection.