



COLLEGE OF MICRONESIA-FSM

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*Office of the Director
Learning Resources Center*

August 18, 2014

MEMORANDUM

TO : Karen Simion, Interim Vice President of Instructional Affairs

FROM : Jennifer Hainrick, Director of the Learning Resources Center

SUBJECT : Monthly Report, July 2014

This report outlines activities for campus libraries at the College of Micronesia-FSM during the month of July 2014.

VISITORS: (135)

National (121)

Pohnpei (14)

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|----------------------|----------------------|
| 1. Chalsey Malewalig | 8. Norwin Rosario |
| 2. Cindy Pastor | 9. Phyllis Silbanuz |
| 3. Derleen Manuel | 10. Roseleen Hellan |
| 4. Grilly Jack | 11. Sandra Gallen |
| 5. Joyce Roby | 12. Shirley Jano |
| 6. Lucy-Ann Sidney | 13. Stephanie Edward |
| 7. Maria Pablo | 14. Unsisry Villazon |

PERSONNEL:

- Kosrae campus librarian, Michael Williams, completed two third year courses this summer at the National Campus.
- Annual performance evaluation was done for Edson Asito and Kersweet Eria of Chuuk campus and Susan Guarin of Yap campus library.

ACTIVITY HIGHLIGHTS:

- Edson Asito of Chuuk campus MITC participated in a training session with IT staff, Chris Gilmete from the National Campus.
- Collections at the Kosrae campus library were inventoried during the week of July 28-31.
- Karleen Samuel was elected as a member of the Staff Senate and is now serving as the secretary. She had two senate meetings so far. MITC video collection inventory has been completed and there were 30 tapes found missing.
- Pohnpei campus LRC was closed on July 21-August 4 for inventory.
- National campus LRC/MITC was closed the weeks of July 28-August 8 for inventory of all collections.
- Director Hainrick conducted a site visit at Yap campus library and Chuuk campus library the week of July 8-16.

TOPICS RESEARCHED: 35

CHUUK (2)

1. Cancer
2. Chuukese Culture

NATIONAL (3)

1. Compact of Free Association and its effect in the FSM states
2. Education history in Micronesia
3. Time management. United States compared and contrast with Micronesia region

POHNPEI (7)

- | | |
|------------------------|-----------|
| 1. Ares | 5. Isis |
| 2. Deforestation | 6. Norway |
| 3. Diabetes | 7. Police |
| 4. FSM Curriculum 2008 | |

YAP (23)

- | | |
|---|-------------------------------------|
| 1. Alcoholic beverages and sodas | 13. Motivating students |
| 2. Caste & Social class | 14. My Plate |
| 3. Effects of English Language to local culture | 15. Planets |
| 4. English Vocabularies | 16. Proper diet |
| 5. Food Choices in Micronesia | 17. Racism/Racial Discrimination |
| 6. History of cotton | 18. Rocks and Minerals |
| 7. Humanism | 19. Social status |
| 8. Jokes and humorous stories | 20. Standards of Conduct in schools |
| 9. Magnets: types | 21. Student-based curriculum |
| 10. Malnutrition | 22. Tattoos |
| 11. Mean, median and mode | 23. William Shakespeare |
| 12. Mirrors and Light reflection | |

STATISTICS:

Programs/Services

	CC	KC	NC	PC	YC
Patrons usage	3823	572	5620	1644	1116
Reserve materials	0	0	32	0	14
Materials circulated	128	63	633	88	517

Visitor usage	5	0	121	17	106
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Computer Usage

	CC	KC	NC	PC	YC
TOTAL Use	1349	352	1288	596	615
Computer Assists	8	0	46	33	

Reference Encounters

	CC	KC	NC	PC	YC
Reference encounters	15	0	21	0	12

Collection Development

	CC	KC	NC	PC	YC
Total volumes	11905	1963	67708	6723	10193
New Acquisitions	7	1	0	13	142
Cataloged	50	0	86	22	28
Donations	4	0	2	6	0
Serials	0	0	113	6	0
Withdrawn	0	0	0	0	0
Gov Docs			546		

Inter-Library Loan

	NC
ILL sent	3
ILL received	6

MITC National

Audio production	1
Audiovisual material duplication (COM activities)	1
Audiovisual materials cataloged	9
Audiovisual materials labeled	25
Audiovisual records updated	8
COM meetings/workshops in MITC Rooms	8
COM Video Coverage	1
Equipment checked out	9
ID Cards issue for new comers	7
ID Cards re-issue due lost or damage	2
ID Cards Validated	9
ID Photos Taken	9
Manual video check out (boots & MITC classrooms)	3
MITC documents filed	5
Number of classes held in MITC	12
Scan student's documents	32
Setup Audio systems for activities/class	5
Video burned into DVD format	4

Video Showing for classes in MITC Rooms	10
Viewing in Booths	10

MITC Chuuk

Audio production	1
Audiovisual donated	2
Audiovisual material duplication (COM activities)	2
COM meetings/workshops in MITC Rooms	4
Digital Photos	59
Equipment checked out	2
ID or Cards Laminated	4
ID Photos Taken	4
Manual video check out (boots & MITC classrooms)	4
MITC documents filed	1
New Acquisitions (film)	1
Non COM Video coverage	2
Number of classes held in MITC	3
PDL files OCR Files edited (rename/edit content) Item files created for upload Page scanned	1
Scan documents for COM/Art class 101	4
Temporary ID Cards Issued	4
Total fees collected for ID cards	\$5.00
Visiting for clearance others	6
Video burned into DVD format	3
Video Production	1
Video Showing for classes in MITC Rooms	2

Library Instruction

- Chuuk LRC conducted a library orientation for 19 AHEC students.
- Gave a 2-session presentation on “Conducting a Library Research at the COM-FSM LRC” to Sophomore UB students (12) and two tutors on July 8 and 9, 2014. (Yap)

PROFESSIONAL/COMMUNITY SERVICE:

- Pohnpei campus librarian attended prep meetings regarding upcoming plans for the next school year and conducted a presentation to peer advisors regarding the rules of the library and the resources and services available in the library.
- National campus MITC staff Luciano Mathias assisted the Micro Games with videotaping.
- Yap campus librarian attended HR Director's presentation on Performance Evaluation on July 10th and attended an all-campus meeting on July 16th.
- Director Hainrick facilitated M-Team meetings on July 1st and 3rd.

- Director Hainrick participated in the Program Prioritization Working Group, rating several instructional programs with other group members and assisted in finalizing the narrative report of the results of the program ratings. The group met four times during the month of July.

Respectfully submitted by,


Jennifer Hainrick
Director, Learning Resources Center

cc : All campus librarians