



COLLEGE OF MICRONESIA-FSM

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June 22, 2015

MEMORANDUM

TO: Karen Simion, Interim Vice President of Instructional Affairs

SUBJECT: Monthly Report, May 2015

This report highlights activities for campus libraries at the College of Micronesia-FSM during the month of May 2015.

VISITORS: (64)

National (57)

Pohnpei (7)

PERSONNEL:

- Chuuk LRC requested for a special contract to assist at the library while awaiting the recently vacated position of Library Assistant to be filled.
- Karleen is enrolled in ILS 225 Information to Library Technology at University of Maine Augusta for the summer.

ACTIVITY HIGHLIGHTS:

- National campus LRC mailed two boxes of duplicate materials to Kosrae and Chuuk campus libraries.
- Yap campus librarian cataloged and processed 111 books, 2 videos, and 1 chart for FMI campus library.
- Library surveys were conducted at campus libraries for students and faculty.
- COM-FSM graduation video has been edited and nine copies were made for MITC video collection and for the state campuses collections.
- A photo slide of Dr. Richard Womack was compiled for Human Resources office.

TOPICS RESEARCHED:

NATIONAL (8)

1. Sakae Town in Kolonia
2. Kosrae family tree
3. Edwin family tree
4. Pohnpei ethnology

5. Micronesian biodiversity
6. Languages in different areas of Micronesia
7. Yapese stone money reference
8. Sacred tensions in Micronesia

POHNPEI (1)

1. History of Micronesia

YAP (7)

- | | |
|---|-------------------------|
| 1. Homosexuality in Micronesia | 5. Nutrition |
| 2. Parent's education: impact on children | 6. Drawing vs. painting |
| 3. Juvenile crime and punishment | 7. Educated society |
| 4. Wearing of uniforms in public schools | |

STATISTICS:

Programs/Services

	CC	KC	NC	PC	YC
Patrons usage	1435	276	5656	497	461
Reserve materials	0	0	30	0	3
Materials circulated	208	35	559	20	211
Visitor usage	17	0	57	1	20

Computer Usage

	CC	KC	NC	PC	YC
TOTAL Use	709	134	1863	104	233
Computer Assists	14	0	53	49	11

Reference Transactions

	CC	KC	NC	PC	YC
Reference encounters	10	0	14	1	6

Collection Development

	CC	KC	NC	PC	YC
Total volumes	11929	2277	69151	5035	10241
New Acquisitions	0	0	0	6	0
Cataloged	0	0	194	13	0
Donations	0	0	0	0	1
Serials	0	3	84	6	0
Withdrawn	0	0	0	100	0
Gov Docs			323		

Inter-Library Loan

	NC
ILL sent	4
ILL received	6

MITC National

Audio visual production (edited)	2
Audiovisual materials cataloged	20
Audiovisual materials labeled	20
COM meetings/workshops in MITC Rooms	7
COM Video Coverage	5
Equipment checked out	11
ID Cards re-issue due lost or damage	10
ID Cards Validated	06
ID Photos Taken	10
Non COM Video coverage	2

Number of classes held in MITC	10
Scan documents for COM & Students/PIALA	14
Setup Audio systems for activities/class	2
Total fees collected for ID cards	\$30.00
Total fees for COM-FSM Graduation	\$6.00
Video conversion	5
Video burned into DVD format	11
Video Showing for classes in MITC Rooms	4
Viewing in Booths	2

WORK STUDY

Work Study Students	Total Hours Earned
PC LRC: 1	22
NC LRC: 5	45:05


PROFESSIONAL/COMMUNITY SERVICE:

- Director Helieisar participated in a meeting with Sandy Ponds consultant James Mulik regarding the write up of Standard II on the college's self study. Feedback on content IIB focusing on Library and Learning Support Services was incorporated into the current draft being worked on.

CONCERNS/COMMENTS/ SUGGESTIONS:

- None at this time.

Respectfully submitted by,


 Jennifer Helieisar
 Director, Learning Resources Center

cc : All campus librarians