



COLLEGE OF MICRONESIA-FSM

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October 19, 2015

MEMORANDUM

TO: Karen Simion, Interim Vice President of Instructional Affairs

SUBJECT: Monthly Report, September 2015

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

VISITORS: (41)

Chuuk (6)
National (24)
Pohnpei (11)

PERSONNEL:

Chuuk Campus library contracted Divine Grace Lokopwe for three months effective August 1, 2015 until November 30, 2015. She reported to work on September 4, 2015.

ACTIVITY HIGHLIGHTS:

Beginning September 7, Marsha Mendiola, a student from Our Lady of Mercy Catholic High School, is doing her community service at the Pohnpei campus library. She has been assigned to assist at the circulation area in monitoring library patrons and keeping LRC statistical records.

From September 17-18, Juvelina Recana (National campus reference librarian) conducted training for Pohnpei Campus LRC staff regarding library instruction.

MITC circulation area including MITC room schedule board were re-arranged to make room for patrons moving between the MITC and the Business Entrepreneurship Center. MITC resumed its conversion video project. COM-FSM convocation for year 2015 was recorded and edited by Luciano Mathias.

TOPICS RESEARCHED:

CHUUK (3)

1. Air pollution
2. Buddha
3. Water pollution

NATIONAL (45)

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| <ol style="list-style-type: none"> 1. Algebra 2. Birth of children and how it affect Micronesia 3. Caste system of Yap Island culture 4. Changes in Micronesian culture 5. Child abuse and neglect in the Micronesia/Pacific region society 6. Chuukese language 7. Comparison and contrast of Polynesia and Micronesia cultures 8. Domestic and wife beating in Micronesia society 9. Effects of word analysis 10. Family structures and changes in Micronesia 11. Fiction 12. Foreign workers in Micronesia 13. Foreigners and their impact in Micronesia 14. Health and diseases in Micronesia 15. Impacts of imported goods on FSM society 16. Kosraean culture as it relates to religion and tradition 17. Leadership and governance in Micronesia 18. Management 19. Marriage customs 20. Micronesia fisheries and practice 21. Micronesia fishing industry 22. Micronesia fishing methods | <ol style="list-style-type: none"> 23. Micronesia life-style 24. Micronesia overseas and time book 25. Micronesia superstition 26. Micronesian dish/recipes 27. Micronesian national anthem 28. Micronesian personal names 29. Micronesian traditional culture 30. Music instruments of Pohnpei 31. Nutrition 32. Pohnpei fishing traditions 33. Pohnpei oral histories 34. Pohnpei superstition 35. Pohnpei tradition 36. Pohnpeian/Ponapean sacred knowledge and wisdom 37. Sakau (Kava) ceremony as used in tradition times 38. Sakau en Pohnpei and its effect 39. Special needs 40. Teaching strategies 41. Traditional chiefs in Micronesia 42. Traditional music in Micronesia 43. Traditional navigation in Micronesian society especially Yap and outer islands 44. USA Code of Federal Regulations 45. Various oceanic languages and their usage |
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POHNPEI (8)

- | | |
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| <ol style="list-style-type: none"> 1. Accounting textbook 2. Charles Darwin 3. How to log into computer 4. How to send file attachment | <ol style="list-style-type: none"> 5. Insert graph in excel worksheet 6. MS104 textbook 7. Save file onto disk 8. William Shakespeare |
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STATISTICS:

Programs/Services

	CC	KC	NC	PC	YC
Patrons usage	6484	2308	23039	2587	1368
Reserve materials	0	0	25	0	27
Materials circulated	182	69	770	174	704
Visitor usage	6	0	24	11	32

Computer Usage

	CC	KC	NC	PC	YC
TOTAL Use	1588	430	6882	661	713
Computer Assists	6	0	41	137	38

Reference Encounters

	CC	KC	NC	PC	YC
Reference encounters	8	0	90	8	29

Collection Development

	CC	KC	NC	PC	YC
Total volumes	12041	2278	69321	5101	10391
New Acquisitions	0	0	8	6	125
Cataloged	4	3	162	27	84
Donations	0	0	10	34	0
Serials	0	3	79	6	0
Withdrawn	0	0	0	10	0
Gov Docs			280		

Inter-Library Loan

	NC
ILL sent	5
ILL received	4

MITC National

Audio visual production (edited)	2
Audiovisual materials labeled	50
COM meetings/workshops in MITC Rooms	13
COM Video Coverage	2
Digital Photos	50
Equipment checked out	2
Graphic Productions	1
Manual video check out	5
Non COM Video coverage	1
Number of classes held in MITC	20
Poster laminated	39
Setup Audio systems for activities/class	1
Video conversion	58
Video burned into DVD format	1
Video Showing for classes in MITC Rooms	28
Viewing in Booths	10

MITC Chuuk

Audiovisual material duplication (COM activities)	1
Audiovisual materials (VHS, DVD, CD) repaired/maintained	2
COM meetings/workshops in MITC Rooms	1
Digital Photos	76
Equipment checked out	7
Equipment repaired/maintained	1
Manual video check out (booths & MITC classrooms)	4

MITC documents filed	2
New Acquisitions (film)	2
Number of classes held in MITC	18
Scan documents	98
Setup Audio systems for activities/class	6
Total fees collected for Replacement ID cards	45
Video burned into DVD format	1
Video Showing for classes in MITC Rooms	6

LIBRARY INSTRUCTION:

- Thirty-two (32) students were instructed on the use of online databases PERC and EBSCO at the National campus library.

WORK STUDY:

Campus: WS Students	Hours Earned
CC LRC: 01	13 hrs
NC LRC: 12	266.5 hrs

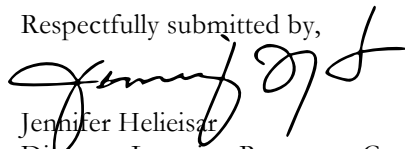
PROFESSIONAL/COMMUNITY SERVICE:

- Lucy Oducado continues to assist the librarian at the Our Lady of Mercy Catholic High School to organize and classify materials placed in the library.
- Julia Martin attended two HRC meetings for the month.
- Bruce Robert attended one FCE committee meeting on September 18th.

CONCERNS/COMMENTS/ SUGGESTIONS:

- Training for upgrading skills on Final Cut Pro Editing software for Chuuk MITC technician.
- Security assistance with maintaining study environment inside and outside the Pohnpei campus library.
- Maintenance assistance with replacements of tiles and light bulbs at the Pohnpei campus library.

Respectfully submitted by,



Jennifer Helieisar
Director, Learning Resources Center

cc : All campus librarians