



COLLEGE OF MICRONESIA-FSM

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*Office of the Director
Learning Resources Center*

December 19, 2011

MEMORANDUM

TO : Acting VPIA

FROM : Director, Learning Resources Center

SUBJECT : MONTHLY REPORT, December 2011

VISITORS: (86)

FMI Campus, (16)
Kosrae Campus, (39)
National Campus, (9)
Pohnpei Campus, (3)
Yap Campus, (19)

PERSONNEL:

National Campus

- On December 5, 2011, Lucy Oducado received an e-mail from Dr. Connie Bodner, Ph.D.Senior Program Officer, Office of Museum Services Institute of Museum and Library Services after submitting the required documents for the C2C Grant and thanking her for submitting the required documents promptly.
- The Interim President, Ringlen Ringlen approved Lucy Oducado and Bruce Robert request of 80 hours or two weeks of no cost leave to conduct a follow up interview, documentations of the libraries and learning center in Pohnpei in preparation for the upcoming final report of the C2C Grant.
- The 80 hours of no cost leave will commence January of 2012.

ACTIVITY HIGHLIGHTS:

FMI Campus

- No activity as of now, still working on the print outs for the new arrangements.

Kosrae Campus

- RML staff assisted set up committee members for the 16th Micronesian Chief Executives' Summit prepare the library as the venue to be used for the summit.
- The 16th Micronesian Chief Executives' Summit was held in the RML on Dec. 10th & 12th 2011.
- Catalogued 28 new library materials
- Appointed to the Human Resources Committee by KC Director this reporting period.
- Extended library operating hours until 6pm from Dec. 5 - 9, 2011.

National Campus

MITC

- Video coverage includes:
 - Amy Ulm, Expos. II - 3 classes
 - Robert Andreas, Children literature – 2 classes
 - UOG BA students – 2 days
 - Kitty Pappas music concert
 - COM-FSM college fair
 - John Ranahan, Poetry class – 1 class
 - World Aids day – 1
 - Ross Perkin's class – 2 classes
- Luciano Mathias designed LRC building map for both 1st and 2nd floor.
- Karleen Manuel Samuel submitted a PDL statistic report and support letter to Jane Barnwell for a new proposal for Pacific Digital Library project.
- Two card catalogs were donated by LRC to PICS High School Library.
- Maintenance staff waxed MITC circulation, PEACESAT and recording area.

Reference (Juvel)

- Pulled out all LRC materials about AIDS for display and designed the bulletin board for the World Aids Day last Dec 2, 2011.
- Attended the meeting on Clear Role of Campus Director last November 31, 2011.
- Checked 8 new processed books from Technical Services Division before Circulation
- Search 57 books for purchase
- Pulled out 26 old edition books for withdrawn and deleted the entry through Follett
- Indexed 12 journals; Only 18 articles to be added to the vertical file.

Pohnpei Campus

- Received 71 video tapes and DVDs from MITC.
- Attend President's monthly visit at the Student Services Center.

Yap Campus

- Received 31 new library materials : 12 books; 8 DVDs ; 11 learning kits
- Cataloged and carded 11 books.
- Updated Follett Collection Database.

- Conducted In-Library Use Survey for Fall 2011 in December 5. The survey is part of the on-going assessment for Yap LRC. There were 55 respondents, which represented about 25 % of Yap campus enrollment.
- Prepared SAD for materials ordered from Library Video Company and Learning Resources.

TOPICS RESEARCHED:

National Campus (23)

1. Teenage pregnancy in FSM
2. Verbal and Visual Presentation of legends in Micronesia
3. Using various artifacts and handicrafts to represent histories and chronology events in Micronesia
4. Income and Earning statistics in the Federated States of Micronesia
5. Legends of Micronesia
6. Micronesian histories as seen from an expatriate view
7. Traditional customs
8. The clans of Pohnpei
9. HIV/AIDS in Micronesia
10. How we apply tradition in our legal system
11. Why do COM-FSM students studies away from Pohnpei
12. What are the causes and effects of students not completing their studies at COM-FSM
13. Compact of Free Association in Ulithi
14. John Smith who came to Mokil in 1864-1875
15. Cost of attending college in today's economy
16. Teenage pregnancy
17. Teenage Driving
18. Immigration
19. Short stories
20. Human Sacrifices
21. Sport Scholarship
22. Aids / Syphilis
23. Superstition/Magic

Pohnpei Campus (4)

1. Biography of Pohnpei State Governors & Lt. Governors.
2. FSM Biography of Presidents and Vice Presidents.
3. Medicinal plants of Pohnpei.
4. Child abuse.

Yap Campus (3)

1. Pressures in College
2. English as medium of instruction
3. Child abuse

STATISTICS:

	Chuuk	FMI	Kosrae	National	Pohnpei	Yap
Booking of library use			14	0	0	1
Clearance/withdrawal			0	106	2	2
Copier usage			0	1,492	214	4
Printer Usage			61		200	
Fines paid			0	\$193.09	\$23.70	\$ 9.20
Materials circulated			6	1,516	171	271
Library Cards			23			-
Noncompliance with LRC policies			3	14	1	0
Overdue Materials		3	108	50	7	17
Patron usage		36	301	23,025	2,051	769
Reference encounters			0	38	4	3
Reserves			0	541	1	0
New accounts			10			-

Computer Usage

	Chuuk	FMI	Kosrae	National	Pohnpei	Yap
Reference			0	1,797		30
General			61	1,171	253	147
E-mail			240	542		108
Visitor usage		16	0	9		0
Computer assists			1	43	90	5
ARIEL			12			-

Collection Development

	Chuuk	FMI	Kosrae	National	Pohnpei	Yap
No. of volumes (updated)			4584	13		9178
New Acquisitions			0	4		31
Backlog				38		
Donations			0	14		1
Withdrawn (General& reference)			0	26		-
Cataloged			28	68	34	11
Serials processed			8	113	15	0
Gov Docs processed				107		
Expenditures			-	\$14,307.29	\$602.16	\$798.41

Inter-Library Loan

	National	Pohnpei

Request sent	8	
Request received	8	

Work Study

Hours of Work	Chuuk	FMI	Kosrae	National	Pohnpei	Yap
Work study students			-	10		2
Hours worked			-			
On-Campus				87.5	86	
Volunteer					10	

MITC

Audio Productions	
Audiovisual donated	0
Audiovisual material duplication (COM activities)	8
Audiovisual materials (VHS, DVD, CD) repaired	0
Audiovisual materials cataloged	0
Audiovisual materials labeled	15
Audiovisual purchased	0
Audiovisual records updated	
COM meetings/workshops in MITC Rooms	1
COM Video Coverage	13
Digital Photos	231
Equipment checked out	3
Equipment repaired/maintained	1
Graphic Productions	10
ID Cards issued	2
ID Cards Validated	1
ID or personal Cards Laminated	0
ID Photos Taken	2
Manual video check out	5
MITC documents filed	20
New Acquisitions (film)	0
Non COM meeting/workshop in MITC Rooms	0
Non COM Video coverage	0
Number of classes held in MITC	0
Patron Audiovisual equipment training/support	0
Patron Tours/Orientations	0
Patrons provided with reference/research services	2
PDL files OCR	194
Files edited (rename/edit content)	60
Item files created for upload	14
Page scanned	
Peacesat audio conference	0
Peacesat video conference	0

Photos uploaded in Follett	0
Poster laminated	0
Print Productions	10
Reel to reel conversion	30
Scan documents for COM	56
Scan photos (CCM ID pictures)	0
Setup Audio systems for activities/class	2
SSB radio users	0
Temporary ID Cards Issued	0
Video conversion	0
Video coverage	15
Video burned into DVD format	8
Video Production	1
Video Showing in MITC Rooms/Booths	5
Work-study hour	20

PROFESSIONAL and/or COMMUNITY INVOLVEMENT:

National Campus

- December 14, 2011, Bruce Robert attended a meeting by the Mayor of Pingelap. He was appointed as the President of the archives section in the Pingelap Community.

Yap Campus

- C2C Project involvement with Erica Ruwepin still on-going.

CONCERNS, PROBLEMS, COMMENTS, SUGGESTIONS:

FMI Campus

- Still haven't received our National Geographic Magazines for the months of August, September, October, November and December.

Kosrae Campus

- As reported during the last reporting period, statistics is again from the RML computer lab only because DOE librarians did not provide statistics for the main library floor.

Pohnpei Campus

- Staff & OPAC computers are not connected to Follet program which delayed the cataloging of LRC materials. IT has been informed of this problem.

Submitted by:

Jennifer Hainrick

Director, Learning Resources Center