



COLLEGE OF MICRONESIA-FSM

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*Office of the Director
Learning Resources Center*

June 4, 2012

MEMORANDUM

TO : Vice President, Instructional Affairs

FROM : Director, Learning Resources Center

SUBJECT : Monthly Report, April 2012

VISITORS

Chuuk (28)

Two students from Saramen Chuuk Academy researched the FSM Constitution to prepare themselves for their debate; 25 Upward Bound students visited the library on Saturday April 14, 2012 to use materials; Dayston Roby from the National Government Congress IT Department provided training on using iMac to MITC staff; and Board of Region Mr. Graceful Enlet visited the library.

National (24)

David Adams (Ohio, USA); Accreditation team library tour by Francisco Mendiola; Dr. Joseph M. Daisy, Joe Habuchmai, Frankie Harris, and Accreditation team members Susan Murata and Dr. Steven Kinsella; Debate teams from Pohnpei High School (5), Madolenihmw High School (5), and Nanpei Memorial High School (7).

ACTIVITY HIGHLIGHTS

Chuuk

- Work-study students continue to assist LRC staff until end of this semester. MITC technician Mr. Edson Asito was assigned to fix two printers, one for the education division and one for English division and also installed their printers to their new computers.
- The library staff continue to re-catalog books that are not in the Follett database and also asked Mr. Rick Chiwi English Division chair to weed our CRC Collection. Books weeded out by reference librarian, Ms. Rempis, were given to Moch High school in the Mortlocks region.

MITC staff accomplished the following: Set up Smart Board for business division, assisted Land Grant staff set up the MITC lab for testing, set up PA system for Administration meeting with students, and sent photos of changes in the library to LRC Director.

Kosrae

Michael Williams reported on the following activities at Rose Mackwelung Library

- Kosrae UB Program used the RML on 4/14/12 for their practice SAT & TOEFL test.
- Kosrae Special Ed. used the RML on 4/16/12 for their meeting.
- Kosrae ECE Staff used the RML for their meeting.
- Rec'd check for PO12-1895/1949 for 2 ea. orders placed with Gaylord Bro. Inc. for metal shelving and barcode scanner totaling \$14,452.49. Wire transfer of said amount was made to vendor's bank account by KC Fiscal Officer on 4/10/12.
- Rec'd check for PO12-1814 for order placed with The Book House Inc. in the amount of \$2,266.71. Sent certified mail on 4/16/12.
- Submitted request for payment for 30 ea. fabric task chair placed with Ace Office Supply in the amount of \$1,919.70.
- Submitted request for payment for newspaper stand and magazine rack building materials place with Ace Hardware in the amount of \$405.65.
- Submitted request for payment for Connecting to Collections Grant supplies totaling \$306.79.
- Submitted 1 ea. Highsmith order, 1 ea. Book House order, 3 ea. Mason Crest Publishers order, 1 ea. Perma-Bound order, and 1 ea. World Book order for certification totaling \$3,599.04.
- Submitted 2 ea. Weigl Publishers Inc. orders totaling \$390.63 for approval.

National

- A request was submitted to exchange the Library Technician position with Library Assistant position because the former position has been cut from the FY2013 budget.
- Request was submitted to DIT for computer replacements at Pohnpei campus library and Chuuk campus library
- MITC bolt locks for entrance doors and exit door to library are both fixed.
- MITC completed a 6-minute video titled "Faces of College of Micronesia-FSM" that presents students' views toward College of Micronesia.
- Karleen with the help of MITC work studies updated MITC DVD manual catalog for the library film collection.
- Maintenance staff did some tile repairs, replaced light bulbs, fixed emergency lights and exit signs, and installed a new air conditioner in the preview room where Darsy is stationed, and painted the MITC office being used by Dr. Robert Hogan.
- IT staff covered internet cables, telephones and smart board cables in MITC classrooms and circulation area and provided two computer speakers for MITC classroom use.
- Karleen Manuel Samuel conducted PDL training in Palau on the week of March 20-28, 2012 and out of the training, she was able to collect 11 books and 95 ocr-ed pages from Yap and Palau librarians. Her trip was funded by PREL.
- Another new batch of local materials has been added to Pacific Digital Library site.
- Karleen Manuel updated the MITC bulletin board and assisted Juvelina Rempis in setting up the LRC bulletin boards.
- Darsy edited the COM-FSM coronation video and sent to Pohnpei TV station for showing.
- Darsy edited two speeches by Dr. Joseph M. Daisy, the first video speech was based on COM-FSM framework for planning and action and the second was the update to the College Community after

ACCJC visit. Videos are now in the finalization stage and will be posted up on YouTube by DCR office when done.

- Juvel represented the library staff in an interview with the ACCJC accrediting team.
- 52 newly processed items were verified against the Follett database before being placed on display.
- Drafts for student and faculty user surveys on library services and collections were shared with the state campus libraries for use.
- Juvel prepared items to be shipped to the state campuses and help in moving the supplies from the stock room to Technical Services Office to accommodate the solar power project.
- LRC outdoor bulletin boards were prepared by Juvelina Rempis with the assistance of Amito Phiach and Karleen Samuel.
- April 2012 bibliography of newly processed books was compiled.
- Juvel is assisting Pohnpei campus library in the selection of relevant materials to be added to the library.
- The Library Instruction survey for spring 2012 was tallied and submitted to Director.

Pohnpei

- An order for National Geographic Subscription was submitted in addition to a request for payment for a copier placed with Ace Office Supply in the amount of \$310.00
- 6 books were donated by National Campus LRC and 2 books were donated by SPC office.
- Nercy attended a Management Team on April 12 and 30, and a Prep Committee meeting on April 27 and 30.
- 3 Intern students for the Office Procedures course just completed their Intern last Friday
- The Follett system problem was fixed on April 23 enabling Nercy to catalog 46 materials

Yap

- Ms. Guarin participated in the COM Founding Day activities and in the Staff Development Day
- She was involved in the revision of the Library Survey instruments for students and faculty for spring 2012.
- She has been appointed as a member of the Ad Hoc Selection Committee for Account Clerk I position in Yap.
- 5 new library materials: 4 from Book House and 1 donation were received.
- A PO for video needs (Insight Media) was prepared and 16 volumes of books were catalogued and carded.
- An SAD for newly received books was also prepared.

TOPICS RESEARCHED: 96

Chuuk (6)

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| 1. Bipolar disorder | 4. Dynamite |
| 2. Brain injury | 5. Shark |
| 3. Child support | 6. Suicide in Micronesia |

Kosrae (3)

1. Island of Angels
2. Landscaping
3. Love stories

National

Reference (17)

1. Bibliographies
2. Climate change
3. Coffee Industry
4. Coral reef
5. Coral Reef
6. Environmental issues
7. Human development
8. Japanese culture
9. Marijuana
10. Marijuana
11. Pollution
12. Special Education
13. Tsunami
14. Typhoon
15. Utopia
16. Weather Disaster
17. Weather disaster

Special collections (42)

1. "Book of Luelen" the value and use (popularity) of the book
2. Abortion in Micronesia
3. Air pollution
4. Alcohol abuse and how it affects the Micronesian family
5. Apple pie recipes
6. Benefits of legalizing marijuana use in Micronesia
7. Betel nut chewing and its negative affects
8. Causes of diabetes in the FSM
9. Certificate of Title for Soap or Dannis Dannis on parcel number 975-A-15.
10. Childbirth practices in the FSM (ceremonial, and traditional practices)
11. Children's stories in the vernacular language
12. Cigarette – the overwhelming use of cigarette use among the youth
13. Comparing the effects of nuclear energy, solar power, & fossil fuel in Micronesia
14. Constitutionalism in the FSM
15. Culture of people from Slovakia (find in books, journals, newspapers, media, internet, and magazines).
16. Definitions of some Pohnpeian words
17. Drug use in Micronesia
18. English language should be used in public schools
19. First graduates of the Community College of Micronesia
20. First Pohnpeian migration
21. Historical background and development in Micronesia
22. History of Kolonia Town (old photos, historical buildings, street names)
23. Information/pictures on Kolonia town history
24. Kava/sakau and its affects
25. Land pollution
26. Legends of Micronesia
27. Local food of the FSM
28. Marijuana and its uses
29. Micronesian writers – " the Lost island of Amwes," "Dear Grace"
30. Micronesians abroad – migration outward to the United States- reasons
31. Mineral; Three most common minerals in Micronesia
32. Nan Madol Ruins
33. Plant and animal diseases in Micronesia
34. Poems of Micronesia
35. Sea Level rise in the Pacific – how it is affecting the lives of islanders
36. Social and cultural changes in Micronesia
37. Statistics regarding elementary and high school population for SY 2011-2012
38. The history, traditional culture (values, beliefs, norms, language, kinship, descent, religion, arts) of Mbuti Pygmies of Africa
39. The legendary story of Saudeleur of Pohnpei
40. Traditional musical instruments in Micronesia
41. Water pollution
42. Why Pacific Islanders are paying heavy price on imported food and abandoning traditional diet. What is causing this?

Government Documents (4)

1. Comparison of two Economies

2. Effects of Smoking
3. Imported Food Effects
4. Solar Energy

Pohnpei (7)

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| <ol style="list-style-type: none"> 1. Dysreflexia 2. Geographical 3. How to respect your brother in Chuuk culture | <ol style="list-style-type: none"> 4. Marijuana legalization 5. Medicinal plants of Pohnpei 6. Mental disorder 7. Wars in Micronesia |
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Yap (17)

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| <ol style="list-style-type: none"> 1. Abortion 2. Antigone (Sophocles) 3. Casino gambling 4. Elderly driving and accidents 5. Hearing (Psychology) 6. Land preparation (Agriculture) 7. Movies/TV and children 8. Multigrade learning 9. Multiple intelligences lessons | <ol style="list-style-type: none"> 10. Raising children/Parenting 11. Scientific principles and cooking 12. String Art 13. Suicide 14. Tattoos 15. Teenage pregnancy 16. Tropical plants and flowers 17. World War II in Yap |
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STATISTICS:

Programs/Services

	CC	KC	NC	PC	YC
Patrons usage	5883	1356	14334	4556	1790
Reserved material	-	0	452	0	22
Circulated materials	164	178	808	252	723
Visitors	49	0	51	9	44

LRC Computer Usage

	CC	KC	NC	PC	YC
General	368	85	1616	860	386
Reference	28	136	2797	-	225
Email	-	191	1108	-	340
Technical assistance	6	9	164	75	20

LRC Reference Encounters

	CC	KC	NC	PC	YC
Reference encounters	-	3	160	7	21

Circulation

	CC	KC	NC	PC	YC
Booking of library use	-	43	0	0	5
Clearance/withdrawal	-	1	13	1	-
Copier usage	-	0	491	22	191
Printer usage	49	171	-	225	224

Fines paid	-	\$16.50	\$13.90	\$16.35	\$14.40
Noncompliance	8	9	16	2	6
Overdue materials	-	91	62	6	7
New accounts	-	0	2	3	-

Collection Development

	CC	KC	NC	PC	YC
No. of volumes (updated)	10500	4693	64434	6337	9325
New acquisitions	-	4	99	38	4
Backlog	-	82	91	0	-
Donations	20	9	15	25	1
Weeded/withdrawn	190	0	48	296	-
Cataloged	20	0	257	46	16
Serials processed	-	91	218	38	-
Gov't Docs processed	-	0	190	-	-
Expenditures	-	\$19,601.34	\$11,892.92	\$524.99	\$55.75

Inter-Library Loan

	NC	YC
Request sent	17	-
Request received	4	-

Work Study

	CC	KC	NC	PC	YC
No. of work study students	-	0	12	7	2
Hours worked	-	0	334.3	139.5	-

MITC

National Campus

Audio Productions	6
Audiovisual material duplication (COM activities)	13
Audiovisual materials (VHS, DVD, CD) repaired	3
Audiovisual materials cataloged	41
Audiovisual materials labeled	41
Audiovisual records updated	3
COM meetings/workshops in MITC Rooms	11
COM Video Coverage	16
Digital Photos	900
Equipment checked out	15
Graphic Productions	10
ID Cards issued	48
ID Cards Validated	48
ID or personal Cards Laminated	3
ID Photos Taken	48
Manual video check out	10
MITC documents filed	5

Non COM meeting/workshop in MITC Rooms	13
Number of classes held in MITC	35
Patrons provided with reference/research services	5
Poster laminated	57
Print Productions	30
Scan documents for students, staff, faculty (COM)	25
Scan documents for PIALA	5
Setup Audio systems for activities/class	11
Video conversion	10
Video burned into DVD format	10
Video Production	3
Video Showing in MITC Rooms/Booths	55

Library Instruction

Module	Class / Instructor	No. of Students	Campus
OPAC & Electronic Resources	Ranahan, J.	16	National
OPAC & Electronic Resources	Ranahan, J.	14	National
Basic library orientation	Guarin, J. (Health Science)	25	Yap
Basic library orientation	Guarin, J. (Biology)	22	Yap

PROFESSIONAL and/or COMMUNITY INVOLVEMENT:

National

- The Connection to Collection Final Report will be due to IMLS on June 30, 2012. Lucy is hoping to complete the pre-printing draft of the report by the first week of May so it can be sent to an off-island print shop for publication, thence a copy shall submitted to IMLS and other holding institutions that participated in the conservation needs survey.

CONCERNS, PROBLEMS, COMMENTS, SUGGESTIONS:

Chuuk

- The Pacific Room needs a small air-conditioner to at least help prevent the invasion of termites. The renovation of the LRC did not include the Pacific Room. Termites are still crawling down from the ceiling to the floor and damaging the materials the newspapers and soon the very important Pacific materials.
- MITC printer for student ID is not functioning properly and is awaiting the software update which was sent to the National campus two weeks ago.