



COLLEGE OF MICRONESIA-FSM

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July 13, 2015

MEMORANDUM

TO: Karen Simion, Interim Vice President of Instructional Affairs

SUBJECT: Monthly Report, June 2015

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

VISITORS: (33)

National (12)

Pohnpei (21)

PERSONNEL:

- COM-FSM Chuuk campus LRC contracted Ms. Crystal Suka for six months effective June 1, 2015 until December 2015. However, Ms. Suka failed to show up for work from June 15-30, 2015. LRC is fortunate to have a senior student from Faichuuk High School to join the LRC work force this summer as a trainee for about two months from June to July 2015.

ACTIVITY HIGHLIGHTS:

- Chuuk MITC staff took photos and did the general setup of audio-video equipment needed for the Chuuk campus's all-campus meeting, workshop with the college ALO, nurse's presentation, Chuuk delegation on Chuuk's independent government, and student activities that took place during the month. He also assisted IT with the installation of a new computer for Maintenance and fixing printer and software problems for the LRC and office of the Dean.
- Pohnpei campus library received a donation of 13 books from Donna Schurring and due to the conditions of the books, LRC staff discarded two books out of the 13 materials.
- MITC Coordinator continues to update the Pacific Digital Library project by adding new scanned books and editing corrupted files.
- Jennifer Helicisar attended the John E. Roueche Future Leaders Institute in Las Vegas, Nevada from June 20-25, 2015 with Delihna Ehmes.

TOPICS RESEARCHED:

NATIONAL (15)

1. Existing and historical maps
2. Existing water resources and management, including rainwater catchment systems and groundwater wells
3. Groundwater
4. Historical aerial imagery
5. Historical climatic events (large storm events, droughts)
6. Impacts of plants on the groundwater (evapotranspiration rates or observations)
7. Instances of overwash or salt-water inundation
8. Island geometry
9. Japanese records on land issue and title deeds in Pohnpei
10. Kosrae genealogy and family matters
11. Micronesian language dictionaries... is it available for sale at your library?
12. Observed climate impacts,
13. Soil conditions/geology
14. Topography maps
15. Water resources on Satawal, Euripik, Ifaluk (Ifalik), Ulithi, and Yap Island literature

POHNPEI (10)

1. Atlas of Micronesia
2. Basic communication skills for technology
3. Darwin Shawn
4. Inquired on how to insert text box in a word document
5. Investigating your Career
6. Job Interview
7. Low & High islands of the Pacific
8. Magdalene, Ferdinand
9. Micronesian History
10. Upon a Stone Altar

STATISTICS:

Programs/Services

	CC	KC	NC	PC
Patrons usage	3388	1266	8067	1858
Reserve materials	0	0	29	0
Materials circulated	174	52	435	122
Visitor usage	26	0	12	21

Computer Usage

	CC	KC	NC	PC
TOTAL Use	2135	436	2887	408
Computer Assists	6	0	39	127

Reference Encounters

	CC	KC	NC	PC
Reference encounters	7	0	10	10

Collection Development

	CC	KC	NC	PC
Total volumes	12003	2278	69255	5061
New Acquisitions	0	0	0	7
Cataloged	82	0	63	23
Donations	82	0	2	11
Serials	0	6	97	6
Withdrawn	0	0	0	0
Gov Docs			319	

Inter-Library Loan

	NC
ILL sent	3
ILL received	4

MITC National

Audio visual production (edited)	1
Audiovisual materials cataloged	2
Audiovisual materials labeled	2
COM meetings/workshops in MITC Rooms	24
COM Video Coverage	6
Digital Photos	5
Graphic Productions	5
Equipment checked out	1
ID Cards re-issue due lost or damage	0
ID Cards Validated	0
Manual video check out	5
Non COM Video coverage	2
Number of classes held in MITC	38
Scan documents for COM & Students/PIALA	6
Setup Audio systems for activities/class	2
Total fees for COM-FSM Graduation	1
Video duplication	2
Video burned into DVD format	9
Video Showing for classes in MITC Rooms	14
Viewing in Booths	10

MITC Chuuk

Digital Photos	239
Equipment checked out	5
Equipment repaired/maintained	3
ID Cards issue for new comers and returning	2
ID Cards re-issue due lost or damage	4
ID or Cards Laminated	2
Manual video check out (booths & MITC classrooms)	5
Non COM meeting/workshop in MITC Rooms	1
Number of classes held in MITC	19
Scan documents for COM/Art class 101	54
Video Production	1
Video Showing for classes in MITC Rooms	11
Viewing in Booths	1

LIBRARY INSTRUCTION:

- None at this time.

PROFESSIONAL/COMMUNITY SERVICE:

- None at this time.

CONCERNS/COMMENTS/ SUGGESTIONS:

- None at this time.

**Note: Yap campus librarian was on leave for the summer, thus there is no report for the month of June.*

Respectfully submitted by,

Jennifer Helieisar
Director, Learning Resources Center

cc : All campus librarians