



COLLEGE OF MICRONESIA-FSM

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August 23, 2016

MEMORANDUM

TO: Karen Simion, Vice President of Instructional Affairs

SUBJECT: Monthly Report, July 2016

This report outlines activities for campus libraries at the College of Micronesia-FSM during the month of July 2016.

ACTIVITY HIGHLIGHTS:

State Campuses

- Chuuk campus library assistant attended workshop on July 28 presented by Warren Ching on safety and changes that can be applied in the work environment. Librarian Mr. Eria still on vacation and his hours were extended until August 3, 2016 approved by Ms. Karen Simion.
- At Kosrae campus library, Robert Jonas' English class used the stacks area to do research and the library users' survey was administered to 22 students a week prior to final exams.
- Pohnpei campus librarian met Joe Holland, a vendor she has been working with in ordering library materials from. Library hours were extended during final exams but only two students made use of the extended hours. The library was closed the week of July 26-28 for its inventory of its collections.

National Campus

- Inventory of collections was conducted the week of July 25-29. The first floor collections were reorganized and were combined together on one side of the building and the reading/study area on another side.
- MITC conducted an inventory for its video collections and report indicated that out of 3798 materials (videos & cd) in MITC, there were 29 materials that are missing.

TOPICS RESEARCHED:

NATIONAL (11)

1. Christians visiting Micronesia in the past
2. Congress of Micronesia photo's during Compact of Free Associations
3. Isohkelekel and his followers through storytelling
4. Kava in Micronesia
5. Marijuana in Micronesia
6. Mosquito on Pingelap atoll
7. Nan Madol stories
8. Pingelapese orthographic language
9. Ponape honorific language
10. Reptiles and birds from Ant atoll

11. Suicide in Truk island

STATISTICS:

Programs/Services

	CC	KC	NC	PC	TOTAL
Patrons usage	2411	511	8173	745	11840
Reserve materials	0	0	27	0	27
Materials circulated	65	60	133	33	291
Visitor usage	6	0	90	20	116

Computer Usage

	CC	KC	NC	PC	TOTAL
TOTAL Use	728	191	1223	163	2305
Computer Assists	2	0	30	3	35

Reference Encounters

	CC	KC	NC	PC	TOTAL
Reference encounters	2	23	31	0	56

Collection Development

	CC	KC	NC	PC	TOTAL
Total volumes	12209	2329	69616	5187	89341
New Acquisitions	0	0	110	5	115
Cataloged	0	50	130	3	183
Donations	0	0	0	0	0
Serials	0	22	110	5	137
Withdrawn	0	0	0	34	34
Gov Docs			160		

Inter-Library Loan

	NC
ILL sent	9
ILL received	6

MITC National

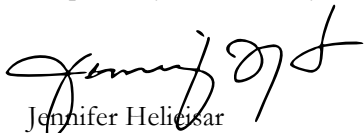
Audio production	2
Audiovisual materials cataloged	4
Audiovisual materials records updated	3
COM meeting/workshop in MITC Rooms	5
Equipment sign out	8
Digital Photos	5
ID production	30
ID photos	30
ID cards validated for Summer	30
Non-COM-FSM video coverage	1
Non-COM meeting/workshop	1
Number of classes held in MITC	2
Setup Audio systems for activities/class	2
Total fees collected for ID cards	\$25.00

Video Showing for classes in MITC Rooms	10
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WORK STUDY:

Campus: WS Students	Hours Earned
Chuuk: 3	80 hrs.

Respectfully submitted by,



Jennifer Helicisar
Director, Learning Resources Center

cc: All campus librarians