



# COLLEGE OF MICRONESIA-FSM

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January 13, 2017

## MEMORANDUM

TO: Karen Simion, Vice President of Instructional Affairs

SUBJECT: Monthly Report, December 2016

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

### ACTIVITY HIGHLIGHTS:

#### *National Campus LRC*

- MITC has begun conversion for reel-to-reel records and edited and cataloged the college's fall 2016 graduation ceremony.

#### *State Campus LRCs*

- Kosrae campus LRC administered library user survey a week prior to final exams to 29 respondents
- Pohnpei campus LRC received five magazines donated by the Australian National University.
- Yap campus LRC administered the library user survey to 54 respondents.

### TOPICS RESEARCHED:

#### CHUUK (2)

1. Pollution
2. Suicide

#### NATIONAL (7)

1. Child violence
2. Children disability
3. Children's literature
4. Human development
5. Science books
6. Science encyclopedia
7. Trobriand Islands

#### POHNPEI (2)

1. How to add effects to PowerPoint slides
2. How to download online documents

#### YAP (3)

1. Lessons plans for teaching science
2. Mogmog

3. Traditional navigation

**STATISTICS:  
Programs/Services**

	<b>CC</b>	<b>KC</b>	<b>NC</b>	<b>PC</b>	<b>YC</b>	<b>TOTAL</b>
Patrons usage	1229	364	6827	638	152	<b>9210</b>
Reserve materials	0	0	32	0	0	<b>32</b>
Materials circulated	22	5	189	36	94	<b>346</b>
Visitor usage	7	0	0	4	6	<b>17</b>

**Computer Usage**

	<b>CC</b>	<b>KC</b>	<b>NC</b>	<b>PC</b>	<b>YC</b>	<b>TOTAL</b>
Total Usage	728	172	2910	195	44	<b>4049</b>
Computer Assists	2	0	62	41	1	<b>106</b>

**Reference Encounters**

	<b>CC</b>	<b>KC</b>	<b>NC</b>	<b>PC</b>	<b>YC</b>	<b>TOTAL</b>
Total Transactions	1	19	69	2	1	<b>92</b>

**Collection Development**

	<b>CC</b>	<b>KC</b>	<b>NC</b>	<b>PC</b>	<b>YC</b>	<b>TOTAL</b>
Total volumes	12298	2400	70190	5279	10642	<b>100809</b>
New Acquisitions	0	1	49	13	1	<b>64</b>
Cataloged	0	0	40	9	0	<b>49</b>
Donations	0	4	21	5	0	<b>30</b>
Serials	0	1	49	5	0	<b>55</b>
Withdrawn	0	0	0	8	11	<b>19</b>
Gov Docs			78			

**PROFESSIONAL/COMMUNITY SERVICE:**

*National Campus LRC*

- Julia Martin attended a meeting for the 2017 Founding Day working group.

**CONCERNS/COMMENTS:**

None at this time.

Respectfully submitted by,



Jennifer Helieisat  
Director, Learning Resources Center

cc : All campus librarians