

Faculty Library Committee

Friday, September 16, 2022

12:00 p.m.-1:00 p.m.

Zoom

Members Present

Melanie Zollner (Chair)	Rebecca Alvarez	Ruben Aragon
Jeannette Baca	Kevin Corcoran	Juan Gallegos
Katie Gray	April Kent	Steve Williams

- I. Call to Order by Melanie Zollner at 12:03 p.m.
- II. Agenda
 - a. Motion to approve the agenda made by Katie Gray and seconded by Steve Williams. Motion carried.
- III. Minutes
 - a. Motion to approve the minutes made by Katie Gray and seconded by Juan Gallegos. Motion carried.
- IV. Director's Report (Ruben Aragon)
 - a. Collaboration with West Las Vegas High School with library formalized through an MOU.
 - b. Collaborating with Natalie Bradley, Coordinator of Disability Services/ACCESS, to house scanner in the library.
 - c. I&G Budget: 97% encumbered or spent.
 - d. 2018 GO Bond: Over 87% spent. Waiting on budget office to request the draw down from NMHED.
 - e. 2020 GO Bond: Two years to spend \$93,428. \$31,428 remain after database and other costs.
 - f. 2022 Library GO Bond B initiative will be on November 8, 2022 ballot. Request will authorize \$19 million for academic, public school, tribal, and public libraries.
 - g. Discussions about relocating exercise facility to the library. Most likely it will be moved to Melody Hall.
 - h. Hiring Committee has recommended hiring Patrick Baumann for Head of Collection and Instruction. Gina Hartmann hired as Library Associate/Fine Arts Administrative Assistant. Patricia Lopez has resigned.
 - i. Gina Hartmann scheduling Ray Drew Gallery exhibits and re-establishing the Library Art Advisory group.
- V. Library Public Service Report (April Kent)
 - a. Library hours changed over the summer due to staffing and use. Library will offer extended hours during midterms and limited hours during Fall Break.
 - b. SHRM and the library are sponsoring a reading group focused on Taylor's *Reset: A Leader's Guide to Work in an Age of Upheaval*. Discussion will be lead by Chair Melanie Zollner. The group is open to the public and free. Books are available at the library.

- c. The library is offering 3 sections of LIBR 1110, 1 section of LIBR 4000, and 1 section of LIBR 5000. 5 sections are offered online asynchronously. The spring 2023 schedule has been submitted to the registrar.
 - d. August library instruction sessions: 7 sessions, 83 participants. September sessions: 6 sessions, 95 participants.
- VI. Government Documents and Periodicals (Josephine Sena)
 - a. Continues to work on theses and gather faculty signatures
 - b. Looking at new binding vendors because the current binder is retiring.
- VII. Archives and Cataloging Report (Katie Gray)
 - a. Has identified and replaced missing circulating copies.
 - b. The library has started a video game collection for students to check out. 36 games have been cataloged and policies and procedures have been established.
 - c. Heritage Room exhibition utilizing Leveo V. Sanchez Collection.
 - d. A donor's request for the return of documents in the Leveo V. Sanchez Collection is being reviewed by the president.
 - e. Materials from the President's Council on Diversity, Equity, and Inclusion have been added to the archive.
 - f. HEPA-filtered vacuum purchased.
 - g. High-priority materials were evacuated during the Hermits Peak/Calf Canyon fires. Materials were returned on 5/27. The disaster plan has been updated. Participated in the statewide disaster preparedness working group.
- VIII. External Programs and ILL Division and Donnelly System Report (Kevin Corcoran)
 - a. Gina Centineo: Supporting WLVHS' efforts to reopen their library. Working with Luke Ritter on Constitution Day plans. Gathering statistics on YouTube channel use.
 - b. ILL use increased in August.
 - c. Mark Turner: Installed Natalie Bradley's printer, has been working with copier and printer issues to allow more integration with ITS, and has worked through issues with the OED and ProQuest's Digital Sanborn Maps.
 - d. Presented at the new student orientation.
 - e. Instruction sessions: 2
 - f. Student Zoom sessions: averaging 1-2 sessions.
- IX. Old Business
 - a. No discussion regarding previous business.
- X. New Business
 - a. Future meetings
 - i. The committee will continue to meet over Zoom. Health concerns are the primary reason for not meeting in person. There is no support for meeting both online and in person.
 - ii. Next meeting will be held at 1:00 on 10/21.
 - b. Theses
 - i. Steve Williams proposed a discussion regarding how theses are processed.
- XI. Adjournment
 - a. Motion to adjourn the meeting made Kevin Corcoran. Motion carried.