

## Faculty Library Committee

Friday, October 21, 2022

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

Zoom

### Members Present

Melanie Zollner (Chair)	Ruben Aragon (Director)	Rebecca Alvarez
Jeannette Baca	Kevin Corcoran	Juan Gallegos
Katie Gray	April Kent	Shereen Lobdell
Doug Main	Josephine Sena	Steve Williams

- I. Call to Order by Melanie Zollner at 1:08 p.m.
- II. Agenda
  - a. Motion to approve the agenda made by April Kent and seconded by Steve Williams. Motion carried.
- III. Minutes
  - a. Motion to approve the minutes made by Steve Williams and seconded by Kevin Corcoran. Motion carried.
- IV. Director's Report (Ruben Aragon)
  - a. Library's report submitted to the Board of Regents on October 14.
  - b. Working on projects for the provost including current the FY 21/22 strategic plan and FY 24 budget requests.
  - c. FY 22-23 I&G budget: 81% spent/encumbered, excluding salaries and benefits.
  - d. 2018 Library GO Bond: 87% spent. Remaining 13% to close out. Waiting for the budget office to request the draw down from NMHED.
  - e. 202 Library GO Bond: 2 years to spend \$93,428. Databases use \$52,000. Other expenses use \$10,000. \$31, 428 remain.
  - f. 2022 Library GO Bond on November ballot. Bond will authorize \$19 million to make capital expenditures for academic (\$6 million), public school (\$6 million), tribal (\$1 million) and public (\$6 million) for library resources acquisitions.
  - g. Patrick Bauman hired as Head of Collection and Instruction.
  - h. Library Technician position is posted.
  - i. Patricia Maestas hired as Office Coordinator.
  - j. Ray Drew Gallery: Display of 28 etchings and engravings from the Dr. Robert Bell Fine Arts Collection.
- V. Library Public Service Report (April Kent)
  - a. Library will be closed from November 24-26.
  - b. Extended hours for the week of 11/27-12/03 and finals week.
  - c. Reading and discussion group of Johnny C. Taylor, Jr.'s *Reset: A Leader's Guide to Work in an Age of Upheaval* led by Dr. Melanie Zollner Dates are October 13<sup>th</sup>, October 20<sup>th</sup>, November 10<sup>th</sup>, and November 17<sup>th</sup> at 5:30 p.m. and October 14<sup>th</sup>, October 21<sup>st</sup>, November 11<sup>th</sup>, and November 18<sup>th</sup> at noon. The reading group is free, open to the public, and will be held in the library and on Zoom.
  - d. An additional online asynchronous section of LIBR 1110 has been added.

- e. The spring 2023 course schedule has been approved. One section of LIBR 4000/5000 will be offered online asynchronously. Two sections of LIBR 1110 will be offered online and one section on campus.
  - f. Individual library sessions: 8 sessions with 115 participants in September and 2 sessions with 16 participants in October.
- VI. Government Documents and Periodicals (Josephine Sena)
- a. Major back shifting in periodicals.
  - b. Continued search for a bookbinder.
  - c. Some theses still require signatures.
  - d. Cataloging of government documents continues.
- VII. Archives and Cataloging Report (Katie Gray)
- a. 150 new items added to the catalog, 404 withdrawn.
  - b. Corresponded with School of Social Work to provide additional laptop computers.
  - c. Resuming Throwback Thursdays on Facebook after fall break.
  - d. Scanned 88 images from the CCHP Photo Collection to be used for a documentary.
  - e. Katie Gray's article about responding to the local fires will be published in the NM Consortium of Academic Libraries newsletter.
- VIII. External Programs and ILL Division and Donnelly System Report (Kevin Corcoran)
- a. Organized Constitution Day Jeopardy and helped run the program on September 9.
  - b. Scavenger hunts developed for Veronica Black's and Dr. Ritter's classes.
  - c. Provided support for the Employee Recognition Committee's recognition breakfast.
  - d. Organized 3 new book displays and assisted with processing the new video game collection.
  - e. ILL borrowing and lending numbers increased between August and September. ILL time was cut in half.
  - f. Except for the Distance Ed Web Page, website and database usage increased.
  - g. Presented at 5 new student orientations with about 100 students in July and August. Instruction offered to Social Work and Special Education.
  - h. Kevin Corcoran is the new representative to the Academic Affairs Committee.
  - i. Supporting efforts to make Helen Robertson a full-time employee.
- IX. Old Business
- a. Processing of Theses: Tabled until next meeting
- X. New Business
- a. Ruben Aragon named VP of the NM Library Association. Next year he will serve as president elect.
  - b. Next meeting will be scheduled for 1:00 p.m. on Friday, November 17 and will be held in Zoom and in person.
- XI. Adjournment
- a. Motion to adjourn made by Rebecca Alvarez at 1:50 p.m. and seconded by Steve Williams. Motion carried.