

Faculty Library Committee

Friday, November 18, 202

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
Josephine Sena	Steve Williams	

- I. Call to Order by Melanie Zollner at 1:03 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 Steve Williams. Motion carried.
- IV. Director's Report (Ruben Aragon)
 - a. Ruben Aragon has been elected as the next New Mexico Library Association Vice President/President elect.
 - b. Budget for 2024 has been submitted and was presented on November 14. FY 22-23 I&G budget: 81% spent/encumbered, excluding salaries and benefits.
 - c. 2018 Library GO Bond: 87% spent. Remaining 3% to close out. Waiting for the budget office to request the draw down from NMHED.
 - d. 202 Library GO Bond: 2 years to spend \$93,428. Databases use \$52,000. Other expenses use \$10,000. \$31,428 remain.
 - e. Library GO Bond was successful. Passed statewide with 63% in favor.
 - f. Rushanna Sandoval hired as a librarian technician.
 - g. Ray Drew Gallery: BFA show by student Justina Medina. BFA student Joshua Sandoval will be exhibiting his BFA show in December.
- V. Library Public Service Report (April Kent)
 - a. Library closed from November 24-26.
 - b. Extended hours for the last week of the semester and finals week.
 - c. Chair Zollner's reading and discussion group has concluded.
 - d. Library courses
 - i. Fall Semester: LIBR 1110 (4 sections, 59 students), LIBR 4000/5000 (1 section of each, 6 total students)
 - ii. Offered in the spring: LIBR 1110 (3 sections), LIBR 4000 (1 section), LIBR 5000 (1 section).
 - e. Library instruction
 - i. October: 8 sessions, November: 6 sessions
- VI. Government Documents and Periodicals (Josephine Sena)
 - a. Reaching out to WTCOX regarding ejournals that are currently inaccessible.

- b. Reorganizing government documents section.
 - c. Embargo: Recent issue concerning a student thesis
 - i. A thesis embargo seems to be a restriction on the publication of the thesis.
 - ii. The embargo process conflicts with university thesis policies.
 - iii. The embargo concern has to be presented to the Graduate Council.
- VII. Archives and Cataloging Report (Katie Gray)
- a. 141 new items added to the catalog, 541 withdrawn.
 - b. Permissions to use photographs.
 - i. 38 from CCHP Collection for a documentary film
 - ii. 1 from Arrott Ft. Union Collection for a documentary film.
 - c. Corresponded with University Relations, President's Office, and Foundation Office regarding the loan of archival materials to Leveo Sanchez.
 - d. Plans to keep records of Ray Drew Gallery art shows.
 - e. Katie Gray presented, "Transition Planning and Continuity of Service within Libraries and Archives," at the NMLA Annual Conference.
- VIII. External Programs and ILL Division and Donnelly System Report (Kevin Corcoran)
- a. Gina Centineo
 - i. 3 new book displays.
 - ii. Processing video game collection.
 - iii. Gathering data from the library YouTube channel.
 - b. Albuquerque
 - i. Presentation of hours, class instruction, circulation, and collection data.
 - c. ILL borrowing and lending numbers decreased from September to October.
 - d. Database, e-book, and web site usage decreased slightly. LIBROS usage increased.
 - e. Instruction
 - i. September: 1 session for SOWK, October: 2 for English and Counseling
 - ii. Averaging 2-3 Zoom sessions/week.
- IX. Old Business
- a. Continued discussion of thesis concerns.
- X. New Business
- a. Motion to propose the addition of a librarian to the Graduate Council passed unanimously. Chair Zollner will communicate with Ann Wolf. Librarians plan to report on embargo issues during the next meeting.
 - b. Next meeting will be scheduled for 1:00 p.m. on Friday, January 20, 2023.
- XI. Adjournment
- a. Motion to adjourn made by Steve Williams at 2:17 p.m. and seconded by Katie Gray. Motion carried.