

Faculty Library Committee  
Minutes

Friday, April 19, 2024  
1:00-2:00 p.m.  
Zoom

Members Present

Melanie Zollner (Chair)  
Juan Gallegos  
April Kent  
Melissa Morrow

Ruben Aragon  
Justine Garcia  
Shereen Lobdell  
Josephine Sena

Patrick Baumann  
Katie Gray

- I. Call to Order by Chair Zollner at 1:04 p.m.
- II. Agenda
  - a. Motion to approve the agenda made by Patrick Baumann and seconded by Juan Gallegos. Motion carried.
- III. Minutes
  - a. Motion to approve the minutes made by Justine Garcia and seconded by April Kent. Motion carried.
- IV. Director's Report (Ruben Aragon)
  - a. Northeastern NM Library Group meeting on 4/12.
  - b. ACLR survey was completed on March 28.
  - c. Budget
    - i. 96% of I&G budget has been spent.
    - ii. 2020 GO Bond has been spent. The 2022 budget is \$203,984. Spending of GO Bond 2022 can begin once the drawdown process for 2020 is complete.
    - iii. Senate Bill 92. Purchase order for approximately \$80,000 for computer equipment and accessories has been submitted.
  - d. The children's collection is being moved.
  - e. Response to the network disruption: The library developed an off-campus LibGuide to support students.
- V. Library Instruction and Collections Report (Patrick Baumann)
  - a. Popular five LibGuides since January 1: nursing, psychology, off-campus resources, social work, and counseling.
  - b. Acquisitions (February): print titles (134), print volumes (135), e-books (6), theses (10), and electronic media (15).
  - c. Individual Library Instruction Sessions (February): 6 sessions with 110 total students.
  - d. Ray Drew Gallery: Current exhibit—Terry Maker. May exhibit—Devotional Show.
- VI. Public Services (presented by April Kent, Associate Library Director)
  - a. Popular services during network distribution: tax form distribution, ILL requests, research assistance, newspaper browsing, book borrowing, and increased circulation of DVDs and games.
  - b. Displays: April (Poetry Month) and May (yearbooks and dissertations from the archives).

- VII. Government Documents and Periodicals (Josephine Sena)
  - a. Some journals are on carts due to the replacement of shelves from the children's collection to the periodicals.
  - b. Some theses cannot be processed yet because some professors have not signed yet.
- VIII. External Programs and ILL (Kevin Corcoran)
  - a. ILL use is steady and remained operational during the network disruption.
  - b. Working with the campus post office to improve the tracking of ILL texts.
  - c. Computers throughout the library are being replaced.
  - d. External Programs (Gina Centineo)
    - i. Game night in January.
    - ii. Updating YouTube videos.
    - iii. Albuquerque numbers are steady (Helen Robertson).
- IX. Archives and Cataloging Report (presented by Kevin Corcoran)
  - a. 151 items added to the catalog.
  - b. Online Beisman index was inoperable during the network disruption.
  - c. Environmental Concerns
    - i. Room 108: HVAC is still offline.
    - ii. Room 338: Waiting for facilities to repair leaking AC units.
  - d. Instruction
    - i. English 1120 (R. Schneider): 3/19—5 students, 04/02—5 students, 4/16—6 students, 4/18—6 students. Attended Geek Week presentations.
    - ii. LIBR 4/5000 completed.
- X. Old Business
  - a. No old business was discussed.
- XI. New Business
  - a. No new business.
- XII. Next Meeting Date
  - a. Next meeting: September 20 at 1:00 p.m., Zoom and in Donnelly Library.
- XIII. Adjournment
  - a. Motion to adjourn made by Patrick Baumann and seconded by Juan Gallegos  
Motion carried. Meeting adjourned at 1:31 pm.