

Faculty Library Committee
Minutes

Friday, September 20, 2024
1:00-2:00 p.m.
Zoom

Members Present

Melanie Zollner (Chair)
Juan Gallegos
Nicole Kirby
Josephine Sena

Ruben Aragon
Katie Gray
Shereen Lobdell

Patrick Baumann
April Kent
Melissa Morro

- I. Call to Order by Chair Zollner at 1:03 p.m.
 - a. There was a question regarding whether the committee had a quorum.
 - b. Motion to continue with the meeting made by Patrick Baumann. Seconded by Juan Gallegos.
- 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 Patrick Baumann and seconded by Juan Gallegos. Motion carried.
- IV. Director's Report and Associate Director's Report (April Kent)
 - a. Conferences
 - i. Online 2024 NMLA Mini-Conference: April 26.
 - ii. Amigos Library Service Online Conference: May 15.
 - iii. Library Administrative Council retreat: July 25.
 - iv. Northeastern NM Library Group Meeting: July 26.
 - v. NM Consortium of Academic Libraries Directors Retreat: August 1-2.
 - b. Budget
 - i. 50% of I&G budget has been spent.
 - ii. Spent the 2020 Library GO Bond.
 - iii. 38% of the 2022 Library GO Bond has been spent.
 - iv. \$82,500 of the Senate Bill 192 funds were spent.
 - c. 2024 Library GO Bond is on the November 5 ballot.
 - d. Nicole Kirby has replaced Virginia Mattingly as Head of Public Services.
 - e. In the process of replacing the Library Associate-Acquisitions position. Search is chaired by Patrick Baumann.
 - f. Network Interruption Report
 - i. The library continued to serve students during the network interruption.
 - ii. Despite technological restrictions, students continued to use the library. An average of 87.6 students per day used the library during the interruption. 150 reference questions were answered in person and over the phone. Staff created a special LibGuide to support students who were conducting research. There was an increase in materials checked out compared to the same time period in 2023. 4 researchers used the archives,

special collections, and Beisman collection. ILL requests remained about the same compared to 2023.

- V. Public Services (Nicole Kirby)
 - a. The library will be offering extended hours for midterms and finals.
 - b. Closed on October 5th and 6th for Fall Break and November 27th-30th for Fall Recess.
 - c. Events
 - i. 57 people attended 3 zine workshops. Two other workshops are being planned.
 - ii. 4 people attended Juan Gallegos' talk on Gina Garcia's *Becoming Hispanic-Serving Institutions*.
 - iii. Free pocket constitutions for Constitution Day.
 - iv. 13 people attended NM Poet Laureate Lauren Camp's workshop on 9/19. Participant contributions are being shaped into a poem about the community.
 - v. Gina Centineo created a display for Banned Books Week.
 - vi. Planning a display for Hispanic Heritage Month using archival materials. It will focus on the Chicano Movement at NMHU.
- VI. Open Educational Resources and Community Outreach (Melissa Morrow)
 - a. The first iteration of an OER LibGuide has been developed and posted.
 - b. There is continued collaboration with TCC/ICLRLT to distribute 40 computers to students.
 - c. A NMLA listserv post regarding the ICLRLT Fall Summit Librarian Corps will be posted soon.
 - d. NMLA and NMCAL newsletters will be submitted soon.
 - e. Recruiting for the OER panel at the Fall Summit.
 - f. Networking with other OER projects in NM.
- VII. Archives and Cataloging Report (Katie Gray)
 - a. 187 items added to the catalog from April-August. 845 were withdrawn.
 - b. ILS contract finalized. The LIBROS consortium will continue with the current system for the next 5 years with the option of extending an additional 5 years.
 - c. LIBROS consortium meeting: May 20
 - d. Settings changed within WMS to eliminate catalog links to partial OA sites.
 - e. The online Beisman index has been inoperable since the network disruption. An ITS work order was submitted in April. There have been multiple efforts requesting follow-up.
 - f. Rio Gallinas Acequia Association Collection has been cleaned, rehoused, and relocated to the third floor.
 - g. Donation documents from administration have been digitized.
 - h. Preservation and Conservation
 - i. The air filter in room 108 was changed and the compressor was reset.
 - ii. Facilities is yet to repair the AC units in room 338. The first work order was submitted in October 2023. Other work orders have been submitted.
 - 1. The committee will be sending an email regarding unresolved problems.
 - iii. Water incursion from under the walls continues in room G25.
 - i. Fire Marshal issues have been resolved.
 - j. Professional Development

- i. Attended annual conference for the Society of SW Archivists.
 - ii. Attended the librarians' retreat on 7/25.
 - iii. Submitted proposal for NMLA annual conference.
- VIII. Library Instruction and Collections Report (Patrick Baumann)
 - a. Top five LibGuides: nursing, FV School of SW, social work, psychology, and counseling.
 - b. E-reserves have been switched to LibGuides.
 - c. A voting LibGuide has been developed.
 - d. 4 sections of LIBR 1110, one section of LIBR 4000, and one section of LIBR 5000 will be offered in the fall.
 - e. 7 individual library instruction sessions were presented in August (151 total students).
 - f. Ray Drew Gallery
 - i. Jason Franz: September 5-October 31
 - ii. Todd Christensen: November 7-December
- IX. External Programs and ILL (Kevin Corcoran)
 - a. Gina Centineo
 - i. Has almost finished moving the Children's and Juvenile Collection.
 - ii. Gathering statistics for the YouTube channels usage.
 - iii. Conducted tours for FYE (7 classes, 120 students).
 - iv. Created three new book displays.
 - b. Albuquerque branch continues to operate under the leadership of Helen Robertson. (19 items checked out, 2 laptops checked out, 1 class offered, 156.5 staff hours).
 - c. Working with the NM Japanese American Citizens League on a presentation focused on Japanese internment camps in NM.
 - d. Steady ILL usage. Developing an ILL LibGuide.
 - e. Mark Turner has integrated donated Purple Pub equipment into Lab 128.
 - f. Meeting with University Relations regarding access to website usage data.
 - g. The closure of Ivan Hilton has resulted in increased of Lab 141 and Lab 128.
 - h. August/September instruction: Special Ed, Composition II, Counseling, University Studies Capstone, and General Ed.
 - i. Presentations: Staff and Professional Development, MSW Graduate Orientation, and GA orientation.
- X. Government Documents and Periodicals (Josephine Sena)
 - a. Cataloging and weeding government documents.
 - b. Processing theses for binding with new binder.
 - c. There will be changes in the thesis process. Signature pages must be submitted before the process moves forward. This should make the binding process faster.
- XI. Old Business
 - a. No old business was discussed.
- XII. New Business
 - a. Chair Zollner will be sending an email to Sylvia Baca, Associate VP for Facilities, Planning, Maintenance, and Management, regarding problems in the archives that have not been resolved.
- XIII. Next Meeting Date
 - a. Next meeting: October 18 at 1:00 p.m., Zoom and in Donnelly Library.
- XIV. Additional Announcements (April Kent)

- a. Book sale to raise funds for the library.
 - b. Edible Book Festival.
- XV. Adjournment
 - a. Motion to adjourn made by Patrick Baumann and seconded by Juan Gallegos
Motion carried. Meeting adjourned at 2:00 pm.