

Report of the university librarian to the senate

THE UNIVERSITY OF BRITISH COLUMBIA LIBRARY
1984-85

The Report
of the University Librarian
to the Senate
of the
University of British Columbia

Seventieth Year

1984/85

Vancouver

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DEVELOPMENT OF THE LIBRARY 1925 - 1985

As this report marks the sixtieth anniversary of the move from Fairview to campus and the present Main Library building, it seems appropriate to recall some of the major events in the development of the Library system over the past sixty years as background to a report on 1984/85. When faced with seemingly intractable problems, as we are now, it is easy to forget how many difficulties have been overcome in the past and how much real progress has been made in the Library's relatively brief history.

Collections:

In 1925 the University Library collections numbered 55,000 volumes, and it was estimated that a similar library could not be bought for \$200,000. Enrolment at the University was 1,463. During the first year on the Point Grey campus, the circulation of books more than doubled, from 17,522 to 40,560 - an early sign of what was to come.

Sixty years later, the collection had grown to include a total of 2,465,584 catalogued volumes and 4,580,000 additional items of microform and non-print materials. Although a "similar library" could no longer be bought, the collections were estimated in 1985 to be worth well over \$260,000,000. Daytime enrolment had grown to a relatively stable 25,483 students, and the circulation of materials had levelled off at 2,321,208 loans.

Like the University itself, the Library did not grow at an even, measured pace from year to year. Periods of relative stability were interrupted by dramatic growth and change as external events and expansion of the University's programs and enrolments had their effect. The cumulative growth of collections and the

increase in circulation transactions can be seen in the following table, which shows, at ten-year intervals, the number of catalogued volumes in the collections, the total annual circulation, and the University's full-time enrolment:

	Catalogued Volumes	Circulation	Enrolment
1924/25	53,000	17,522	1,451
1934/35	97,393	96,982	1,752
1944/45	147,769	92,470	3,058
1954/55	304,247	258,501	5,914
1964/65	675,446	788,657	15,489
1974/75	1,673,360	2,290,173	22,124
1984/85	2,465,584	2,321,208	25,483

The fact that the Library has added more volumes (358,121) in the last five years than it did during its first thirty years at Point Grey provides a dramatic comment on the scope of today's research library. The growth of the collection between 1965 and 1975 was even more remarkable. During that ten-year period the collection, already substantial, grew by almost 150%. In common with advanced educational institutions throughout the western world, the University and the Library underwent a period of unprecedented growth in the 1960s: new academic programs came into being and the campus expanded greatly. The development of a strong research collection was given a special impetus in 1965, through a gift of \$3 million from Dr. H.R. MacMillan, to be spent in three years on library materials. That gift allowed the Library to compensate, in some measure, for its late beginnings and led to the development of areas of significant strength, for example, in Asian studies, medicine, musicology, Pacific Northwest and Canadian history.

Of course, the rate at which collections have grown is also a function of the growth in the volume of published information. In 1925, for example, 8,193 books were published in the United States. In 1983, there were 53,380. Growth in the number of periodicals published is not well documented. The current edition of Ulrich's International Periodicals Directory lists some 69,000 periodicals that are issued on a regular basis.

As noted in previous annual reports, the Library's holdings of periodicals constitute an area of special strength. In November, 1925, the subscription list "represented an annual cost of \$1,768 which [seemed] disproportionate to the total Book & Magazine Fund of \$4,000" (Library Committee Minutes, Nov. 2, 1925). By 1926, the Library subscribed to 386 periodicals at a cost of \$2,331.65, which worked out to an average of \$6.04 per title. By contrast, the Library's expenditures for serials in 1984/85 came to more than two million dollars and, with almost 35,000 subscriptions, the Library ranked 21st in that respect among the 117 libraries belonging to the Association of Research Libraries.

Still more rapid growth has occurred in the Library's "other" collections, that is, all of the materials that are by convention excluded from a count of catalogued volumes. As of March 31, 1985 this important part of the collection included 1,911,944 microfiche, 82,315 reels of microfilm, 1.2 million items of other microformats, 164,600 maps, 152,540 sound recordings, and small but growing collections of films and videotapes.

Library facilities and services:

The original library building, which still exists as the core of the Main Library, was able to contain the Library through the years of slow, gradual growth in the 1930s and early 1940s. By the late 1940s, however, swelling student numbers and a collection approaching the 200,000 volume mark made it necessary to add new space. In 1948 a north wing was added to the building. The years that followed saw further additions to the Main Library and the creation of an extensive system of specialized reference divisions and branch libraries:

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| 1950 | Opening of Bio-Medical Reading Room. |
| 1952 | Bio-Medical Branch Library established at the Vancouver General Hospital. |
| 1960 | Addition of the Walter C. Koerner South Wing, permitting the establishment of specialized reference divisions for Humanities, Science, and Social Sciences and separate divisions for Special Collections and Asian Studies. Undergraduate Library opened. |

- 1963 Curriculum Laboratory moved from the Main Library to the Scarfe building and expanded to provide additional services.
- 1964 Woodward Library opened to accommodate biomedical collections and services previously housed in the Main Library.
- 1965 Completion of a stack addition, bringing the Main Library to its anticipated capacity and permitting the creation of separate divisions for Government Publications and Microforms and for Maps. The Wilson Recordings Collection was established.

Marjorie Smith Library established for Social Work.
- 1967 Opening of the MacMillan Library (Forestry and Agriculture), the Mathematics Library, and the Music Library.
- 1968 Addition of the Crane Library to provide library service to visually impaired students.
- 1970 Expansion of the Woodward Library.
- 1973 Opening of the new Sedgewick Library under the Main Mall.
- 1975 Move of the Law Library into its present quarters.

Creation of non-public collections storage area in space previously occupied by the Museum of Anthropology in the Main Library.
- 1979 Relocation of the Processing Divisions from the Main Library to the Library Processing Centre.
- 1981 Move of the Asian Studies Library from the Main building to quarters in the new Asian Centre.
- 1982 St. Paul's Hospital Library becomes part of the Library system and the Hamber Library is opened, serving Children's, Grace, and Shaughnessy Hospitals.
- 1984 Creation of additional non-public storage for collections on the 7th floor of the Main Library in space previously occupied by the Processing Divisions.

The overall size and capacity of the Main Library building was determined in early 1960s, with the addition of the South wing and stack well. Its internal organization was essentially established by 1965, when completion of the stack well allowed the present configuration of specialized service units to be set up. The movement of various collections to external branch libraries and the creation of non-public storage for substantial numbers of older, less frequently used materials have combined to extend its working capacity to the present time and, we hope, for a few more years.

Of course, the development of an extensive system of branch libraries did much more than relieve space problems in the Main Library. The branch system reflected the physical growth and decentralization of the University campus and brought collections and more specialized services into closer proximity to those who would use them most. The creation of new branch library facilities was usually followed by very significant increases in the use of collections and services.

While the development of branch libraries was partly responsible for the tremendous increases in library use that occurred between 1960 and 1975 it was not the only factor. Enrolment grew from 12,000 to almost 23,000 during the same period. Through the introduction, in 1965, of an automated circulation system, borrowing books became much easier than it had been previously, when borrowers were obliged to fill out a call slip for each item manually. A variety of factors contributed to the growth in the use of library collections, but the development of a system which brought major collections closer to their primary users while fostering the growth of specialized services provided a strong impetus for increased use.

Recorded external circulation is only a partial measure of use, since it ignores the very substantial use of collections that occurs inside the library. The opening of the new Sedgewick Library, for example, resulted in a decrease in recorded circulation for that branch, while there is strong reason to believe that the amount of use actually increased. Prior to the move, seating in the Sedgewick Library was very limited and borrowing was high. In the new building, the provision

of adequate study seating for almost 1,500 library users allowed materials to be used on site in comfortable surroundings. While the number of loans from Sedgewick dropped sharply, the heavy use that the facility received was apparent in the amount of material that was reshelfed and in the dramatic increase in reference statistics.

The lesson that may be conveyed by the changing pattern of library use is that enrolment, academic programs, and teaching methods create the potential for intensive use of library resources. The provision of appropriate facilities and services makes it possible for that potential to be realized.

During its brief history, the UBC Library has participated in a virtual revolution in the provision of reference services in research libraries. Prior to 1950, reference services were provided by a single general department situated in the Ridington Room. Though special reading rooms had been established in the building for fine arts and rare books, the beginnings of more specialized service were not seen until 1950, with the establishment of a Bio-Medical Reading Room to support the new Medical Faculty. In the years that followed, reference service was further developed in such areas as fine arts, maps, and rare books, and with the addition of the south wing in 1960, the general reference service was divided into subject divisions for science, humanities and social sciences. That realignment of reference service permitted reference librarians to work within a more restricted field and to develop a closer knowledge of their materials and the needs of their clientele.

Subsequent growth of the present branch library system offered further opportunities to ensure that specialized reference service could be provided to meet the developing needs of the University and to assist library users in coping with the complexities of a large collection and a much larger universe of potentially available publications.

Since the early 1970's, the computer has played an increasingly important

role in this task at UBC. For the first two years, computer-based information service was limited to the provision to a small number of library users of monthly lists of citations to current scientific literature, obtained by running interest profiles against bibliographic tapes held at the National Science Library. By 1972, a terminal had been installed in the Woodward Library to allow searching of the U.S. National Library of Medicine's MEDLINE system. Computer-assisted bibliographic searching is now acknowledged to be an important aspect of reference service in most disciplines, with several hundred specialized data bases available for online access. Indeed, the Library is now being asked with increasing frequency to assist groups and individuals in learning how to make direct use of online bibliographic services designed and marketed for the end-user.

Technical Processing and Systems:

The UBC Library and the Library of Congress classification system came into existence at about the same time. In fact, as the first large shipment of books was being unpacked and catalogued in 1915, the Library of Congress classification scheme was only partially completed. The decision to use that scheme for classifying UBC's new library was one of the far-sighted decisions for which the Library must always be grateful to John Ridington, the first University Librarian.

It is difficult for those of us who work in the Library today to visualize the difficulty of acquiring and organizing a university library collection without the assistance of the modern tools on which we have come to depend. The task involved every staff member - Mr. Ridington himself spent long hours in the early days affixing labels to the spines of books.

Nevertheless, by 1925/26 the number of orders placed annually by the Library had risen to 2,420, which translated into the addition of about 3,000 volumes to the collection. It may be of interest that the greatest number of volumes added to the collection in a single year was in 1970/71, when 162,428 were processed. This, of course, reflected the impact of the MacMillan gift, as backlogs of materials

acquired were finally catalogued. In the year of this report, a net total of 121,212 volumes were added. That figure includes 19,538 items listed in the Library's DRS system, a relatively informal online catalogue of pamphlets and other materials for which official cataloguing cannot be justified. It is not planned that those items will ever receive full cataloguing.

It is now twenty-one years since the Library introduced an automated system for lending books, its first venture into the use of the computer to deal more effectively with increasing volumes of work. By 1967, a system had been devised to permit the listing of books prior to cataloguing and work was well advanced on a new acquisitions and accounting system. Among the most important of many local computer-based developments was a system for serials management, which had its beginnings in the late 1960s with the creation of a printed list of serial holdings for the UBC Library. The serials system has more recently become an extremely effective and sophisticated tool through which complex records for many thousands of serial publications are maintained. Online access now permits information about the receipt of serials to be available throughout the Library system as soon as individual issues are checked in.

Most record management systems relating to processing had been automated to some extent by 1978, when the Library's central record, the card catalogue, was finally closed and continued through the regular publication of a microcatalogue. During the several years that followed, the Library participated with other B.C. university, college and institute libraries in the development of the B.C. Union Catalogue. With special funding from the Ministry of Education, substantial progress was made in converting existing records to machine-readable form, and a union catalogue was issued which, though incomplete, was extremely useful in widening access to library resources. Unfortunately, work on the B.C. Union Catalogue was discontinued in 1983 when funding was no longer available.

An attempt by the university and some college libraries to develop a shared local cataloguing network continued into 1984 but was finally dropped because of

the lack of funding. Since then, post-secondary libraries in B.C. have been obliged to pursue individual approaches to the automation of their catalogues, to the detriment of future opportunities for cooperation. For the university libraries, and particularly for UBC, the demise of the B.C. Union Catalogue left substantially incomplete the task of converting existing catalogue records to machine-readable form. We must find ways of resuming this formidable undertaking at UBC if the records for our extensive monographic collections are ever to be made more widely accessible.

At UBC, the development of a local cataloguing system was made possible through the purchase of a main-frame computer in 1985. The improved computing facilities have allowed more efficient operation of all of the Library's record-keeping systems and have resulted in improved access to information about the collections. Ultimately, the quality of library service depends on the extent to which our collections have been successfully organized and indexed, and on the ease with which library patrons can use our records to find what they require. While much remains to be done, the UBC Library has been fortunate in having innovative and expert systems and processing staff who have worked hard to create better and more efficient ways of utilizing the Library's resources.

THE PAST YEAR: 1984/85

Collections:

Due to reductions in university funding the Library's collections budget increased by only five percent (in 1984/85) over the four fiscal years from 1982/83 to 1985/86. We must express appreciation for the broad support which protected the collections budget from the actual dollar cuts which have afflicted most other areas of the University. At the same time, it must be pointed out that inflation continues to be higher for library materials than might be expected. Our serial subscriptions cost about 10% more in 1984/85 than in the previous year; book prices were up 4 - 5% on average. Since serial subscriptions take up more than half of our budget, the continuing high rate of inflation for this material must be a matter of concern when little additional money can be provided.

Despite the difficult times, we have, for the most part, been able to continue to improve some aspects of the research collection. External sources of funding have helped to develop the collection in a number of areas, and some of the sources are acknowledged below. The most significant impact of static funding levels is that we are not able to keep up with the many new journals and monographic series which are being produced in almost overwhelming numbers. At present we budget \$10,000 per year for new subscriptions, about half of the amount that should reasonably be available for this purpose. In the absence of significant budget increases, however, we can ill afford to add further to the annual rate of increase in our costs. In order to subscribe to a broader range of new serials, we may be obliged to cancel a body of existing subscriptions every two or three years.

The retrenchment in staffing levels which has affected all areas of the Library in recent years has led to a significant reduction in the time spent on book selection. There are four librarians in the Collections Division who formerly spent their whole time selecting materials for the Main Library collection; three of them now spend one-quarter to one-half their time on reference duties replacing librarians who retired or resigned, with the result that one FTE of librarian time has been lost out of four. For similar reasons the librarians in branch libraries find it difficult to spend as much time on book selection as they would like.

Donations and other external financial support:

External support for the Library is most gratifying in times of restraint, and it is a pleasure to acknowledge contributions from individuals and agencies outside the University.

The Japan Foundation has been a generous supporter of our Asian Studies collection over the years. As the interest in Asian affairs has spread across the campus, so too has the distribution of Asian material spread to other campus libraries. The most recent gift of the Japan Foundation was to the Law Library, which received the backfile of an important Japanese law serial.

Also in the Asian area, a 1985 grant from the Social Sciences and Humanities Research Council (SSHRC) was to purchase a reprint collection of Chinese gazetteers. These are local histories which are a fundamental resource for the study of Chinese history; with the addition of the material to be purchased our collection should be the best in Canada. Grants made under the SSHRC program for support of library research collections continue to be a regular and important source of external funding.

The Library is indebted to a variety of local foundations, societies and trusts which have provided support for the purchase of materials in a number of areas. The Vancouver Foundation was associated with three of these donations. Acting on behalf of the donors, the Foundation conveyed gifts from the Ernest Theodore Rogers Fund (for cartographic materials and Canadiana) and the Mark and Phae Collins Fund (for undergraduate books). Some of the Foundation's gift to the Faculty of Arts was also used to buy library materials, primarily newspaper backfiles (complementing the newspaper files purchased with a SSHRC grant two years ago).

The Crane Library for visually impaired students has benefited from the support of the Kiwanis Club and was also the recipient of a substantial donation from the 1985 UBC graduating class. This support from within and without the University is particularly appreciated.

Through the good offices of St. Paul's Hospital, the UBC branch health sciences library at the hospital has received valuable support from the Sutherland Foundation for the Rodger Stanton Fund.

The continued support of the Law Foundation (Law Library serials), the Boag Foundation (history and development of socialism) and the Mount Pleasant Legion (geriatrics) is gratefully acknowledged.

The Special Collections Division has received support from two agencies to organize and provide access to some of its valuable materials. The Graduating Classes of 1921 and 1922 continue to give generous financial support for work with the UBC photographic archives. The Division also received a grant from SSHRC to prepare a computer-produced guide to the UBC archives and manuscript collections.

It is a pleasure to pay tribute to personal donors who take an interest in some part of the library collection. Among our regular donors every year are Dr. Kaye Lamb and Mr. Samuel Lipson (Canadiana in Special Collections), Dr. Blythe Eagles (the MacMillan collection), and Mr. Derek Lukin Johnson (the humanities and social sciences collection). The Crane Library has received generous donations this year from Mrs. Helen Humphrey, Mr. John MacDonald and Mr. W.R. Read (who was also able to secure a matching corporate donation from his employer in the U.S.). We would also like to acknowledge a number of personal donors to the Alumni Association who regularly designate their contributions to be for the Library.

Lastly, it is appropriate to record the continuing support for library purposes which is derived from the income from endowment funds which were set up in earlier years. The Library has endowments of varying amounts which pay tribute to the memories of the following individuals -

Dr. Keith Burwell (anthropology, sociology, psychology, and medicine)
 Mr. Harry Daggett (philately)
 Dr. William Gough (medical library)
 Mr. Otto Koerner (music, fine arts, theatre)
 Dr. Iser Steiman (medical history)
 Dr. Honor Kidd Timbers (history of medicine & science)
 Dr. Cooley Verner (cartography)

In addition to the financial donations recorded above, the Library also receives numerous gifts-in-kind. The donors of individual books and small amounts of material are too many to be listed in this brief report, and it is only possible to thank them collectively. A few representative names would include Mr. A. Petzold and Mr. Y.C. Pan, who donated materials to the Asian Library; Dr. H.F. Angus and Dr. I. Avakumovic, who donated materials for the Main Library general collection; Dr. R.A. Jobe, who donated children's books to the Curriculum Laboratory; and Dr. J.E. Nafe, who donated to the Arkley children's collection in Special Collections. Mr. M. Bullock, Mr. H. Logan and the Thompson Berwick Pratt Co. donated papers to the UBC Archives. Ms. A. Alvey, Mr. J. Stanton and Mr. H. Thayer donated materials to the manuscript collections in Special Collections.

Public Services:

Use of the Library's public services by its clientele continued at a very high level in 1984/85. The two chief and traditional measures of public service activity - the recorded use of library materials, and the count of questions answered at reference and information points - show that services from the Library remain in heavy demand.

The circulation of library materials to borrowers for use outside the premises fluctuates somewhat from year to year, but UBC continues to be near the top of the list of North American university research libraries in this respect. It might be assumed that a high rate of renewals has swelled the circulation totals, but in fact the University provides an extended loan period which leads to fewer renewals. It appears that UBC Library users, for undetermined reasons, simply borrow a great many books.

During the report year 799,432 items were loaned from the Main Library, as compared with 793,535 in the previous year. The branches loaned 1,153,790 items, compared to 1,148,739. Use of recordings held by the Wilson Recordings Collection dropped considerably, by 13.3 percent, from 296,885 in 1983/84 to 257,317 last year, perhaps because of an increase in the cost of a borrower's card and perhaps partly because of a slight reduction in hours of opening. The transfer of materials

among the members of the Health Sciences Network went up substantially again this year to 33,558 transactions, as compared to 29,036 in 1983/84 and 24,052 in 1982/83.

In loans between UBC on the one hand and libraries elsewhere on the other, once again the numbers of items borrowed from UBC declined while our borrowing from elsewhere increased. A few years ago there were three items loaned to other libraries for every one borrowed from them. The balance has gradually shifted year by year so that in 1984/85 the ratio was 1.63 loaned for every one borrowed. The change can be attributed to the action taken by UBC in 1976 to charge a handling fee for interlibrary loans, while undertaking at the same time to pay fees for items borrowed from other libraries. The policy became necessary since this University could not continue to absorb the costs of handling the growing numbers of loans requested by other libraries. While UBC was not the first Canadian university to charge for interlibrary loans, the decision was widely criticized on both economic and philosophic grounds, particularly by institutions that had been used to relying heavily on UBC for loans. That it resulted in a major shift in the balance of loans indicates its effectiveness.

In recent years lending patterns have also been affected as more and more information about collections has become available through conversion of catalogues to machine readable form. The number of potential sources for loans has thus been increased, and the practice of sending requests to the largest libraries as the most probable owners of needed materials has become less prevalent. As for our borrowing from other libraries, UBC researchers are increasingly finding that they need access to materials not available in our own collections. This trend may result in part from an increased awareness, through computer-assisted searching, of a wider range of publications; it may also reflect the fact that the Library can no longer afford to purchase as much of the output of the world's presses as it did a few years ago. In 1984/85 the total of loans from UBC to other libraries was 15,730, which compares to 17,172 in 1983/84 and 18,600 in 1982/83. Borrowing from other libraries last year came to 9,676, as compared to 8,789 in 1983/84 and 7,855 in 1982/83.

The provision of information is the other major service responsibility of the North American university library. In the UBC Library there are twenty-one service points set up to answer questions asked by students, faculty and the general public. Some of them serve that function alone, while the rest are both reference and circulation points. In addition, there are several locations intended primarily to provide other services, but which are incidentally called upon to answer questions. All reference stations deal with questions put to them both in person and over the telephone. Counting all formal reference stations, but excluding casual queries at other locations, the Library gave answers to 370,367 questions in 1984/85, up by 7.2 percent over the previous year's total of 345,625 questions.

An important part of the work of the reference librarian is showing people how to use the library and how to do research on their own. The librarian is concerned not only to provide an answer to a question, but also wherever possible to show the user how to use library resources more effectively. This teaching activity sometimes takes place in a formal environment set up for the purpose, as for instance when the librarian addresses a class. The Term Paper Clinic, at which advice is offered on how to research the individual student's topic, and how to construct a paper setting it forth, is another example of practical teaching. Most instruction by librarians, though, takes place informally in the course of assisting users to get hold of the information or the material they want. The process is routine, continuous, and immeasurable.

At reference and information desks distinctions are made in the terminology applied to different sorts of questions. At the most basic level are directional questions, making up about one quarter of the total. Most numerous are the reference questions proper, which account for about two thirds of the total. This category includes all sorts of questions, excepting the directional ones, providing that the assistance required takes no more than about fifteen minutes to provide. They range from assistance in interpretation of the public catalogue, through advice on likely locations of materials or data sought, to guidance on how to proceed with a topic. The remaining category, research questions, covers those which call for more than fifteen minutes of the librarian's time.

In 1984/85, as compared with 1983/84, the number of directional questions answered increased by 10.7 percent to 98,376; reference questions answered increased by 5.8 percent to 252,153; and research questions answered by 8.2 percent to 19,838. During the most intense parts of the winter session, there were more than 10,000 questions answered in a week.

A part of reference activity that has grown steadily during the past decade has to do with the extraction of information wanted by clients from machine-readable data bases. Figures for some recent years show the extent of the growth in demand: 1978/79 - 1,653; 1980/81 - 3,398; 1982/83 - 6,633; 1984/85 - 8,183. In fact, the demand is greater than the figures suggest, since many people who ask for computer searches find that their needs can be satisfied more readily and without payment of a fee through a conventional "manual" reference search.

The reference librarian must be able to distinguish between an information need that can be well served by a computer search and one better handled by the traditional approach. If a machine search is indicated, the librarian has to know which utility and which data base are likely to be most productive, how the data base is structured, and how to search it efficiently. For most reference librarians computer-assisted searching is a technique that has to be acquired and mastered in addition to their other work. The opportunity is rare to be a full-time specialist in machine searching.

Library staff have been building and using computer-supported information and record-keeping systems for a number of years. In the spring of 1985 computer terminals were installed at all of the public service desks in the library system. Local files listing books on order and in process, serials holdings including recent receipts, and quantities of uncatalogued material can now be consulted on-line. This is an important first step in the long-term goal of replacing the microfiche records with online access.

In 1985 the fifteenth anniversary of the formal establishment of the University Archives occurred. The Archives, which operate as a part of the Special Collections Division, have responsibility to select, describe, preserve and make

available those records which have enduring value for the University for administrative, legal, fiscal and historical purposes. In 1984, with the help of funding received from the Public Archives of Canada, the Archives completed the first phase of a survey of all University offices to determine the type, location, quantity and condition of existing records. The survey resulted in the transfer of much material to the Archives. The next step involves work on an automated repository guide to the University's archives and manuscripts collections, which will make their contents easier to manage and to access.

Technical Services & Systems:

The story of the technical services and systems divisions in 1984/85 was largely one of the continuing development and implementation of automated systems. All of the changes were aimed at more efficient operations in order to achieve better results from fewer staff hours.

There were two major and related developments during the year, both of them proceeding out of a comprehensive review of alternatives for automated systems which had been completed the previous year. The review had determined that the best prospect for the Library would be to discontinue reliance on the UTLAS catalogue support system in favor of placing all automated systems on a Library computer. This would call for development of a local catalogue support system.

The University accepted the proposal to obtain a mainframe for library operations, and the computer, an IBM 4381, was installed in December 1984. The existing Library applications were shifted to the new facility virtually overnight. The transition was quick and smooth and accompanied by very few problems. The result was an immediate improvement in online response time, providing a marked benefit to all technical service divisions except Catalogue Records.

Having obtained the necessary computing capacity, the next requirement was to design, develop and implement a catalogue support system to take the place of UTLAS. The process took a month longer than had been estimated and the new

system started up in June 1985. It included an authority control feature by which the consistency of names, series and subjects in the database could be maintained. This gave promise that the reliability of the catalogue for both users and staff would, in time, be considerably enhanced.

When the catalogue system had been mounted on the new computer, joining those other functions transferred to it previously, the technical services divisions held a Library Processing Centre open house in late June. Members of the Library staff and interested observers from elsewhere viewed demonstrations of the systems and sub-systems at work.

Important factors in the success of the switch to the new computing facility and the development of the local catalogue support system were the excellent assistance provided by the Computing Centre, the very hard work of the Library systems and cataloguing staff over a sustained period, and the sound foundations already established in the development of applications over the past five years. I wish to acknowledge with gratitude the cooperation of the Centre and the efforts of the staff.

In this year the Library made a substantial leap forward in the application of computer technology by going online with most applications and obtaining systems and facilities to permit the planning and development for an eventual online public-access catalogue. There remains much work to be done before such a sophisticated public facility is available for use.

To illustrate the benefits to be realized from better systems, the redevelopment of prebindery routines meant that one staff position could be released. Similarly, the new invoice processing system made it possible for all accounting activities to be handled within the responsible unit and without staff assistance from outside. In Serials, the availability of computer indexes together with a low rate of staff turnover made for an up-to-date check-in situation. All check-in processing was done online and in one to three days of receipt of the material.

Towards the end of the report year (i.e. in August 1985) contract arrangements between the University and the consulting firm of Ritchie & Associates were signed for a detailed study of the Library technical services staffing levels. The process had started earlier in the summer with a "preliminary analysis" study by the R & A staff. Work was scheduled to begin in September and to be completed by mid-winter.

Because of the heavy commitment of time by librarians and supervisory staff that would go into supporting the work of the consultants, it was clear that most plans to determine revised procedures made possible by the new catalogue system would have to be postponed. Also to be deferred were several major clean-up and corrective projects for the catalogue data base, although some of this work would be given priority to continue as and when possible.

Staff:

Two conditions characterized the staff situation during the year under review, both having to do with retrenchment. One was that the freeze on hiring continued, so that a staff vacancy was refilled only when it was demonstrable that the position was necessary to maintain library services. The other was that the Library lost positions as staff reached retirement age, took early retirement, or made use of the provisions for voluntary termination.

Melva Dwyer, the long-time Head of the Fine Arts Division, retired at the end of 1984. The position was eliminated, and her duties were temporarily assumed by Hans Burnsdorfer, who also continued as Head of the Music Library.

Dorothy Shields, the Bibliographer responsible for selecting Canadian and west European materials, took early retirement at the end of 1984. Her position was eliminated, and her work taken on by Leszek Karpinski, who was reassigned on a two-thirds time basis from the Humanities & Social Sciences Division.

Rita Butterfield, Head of Circulation, chose to take early retirement at the end of March 1985. The complement of librarians in the division was reduced from two to one and one half and Mary Banham was promoted into the Head's position.

Mary Macaree, Head of the MacMillan Library, Margaret Pahr, Catalogue Librarian, and Marilyn Dutton, Commerce Reference Librarian, all took early retirement at the end of June 1985. Lore Brongers, the half-time Reference Librarian in MacMillan, replaced Mary Macaree as Head, while the positions of Margaret Pahr and Marilyn Dutton were eliminated as part of retrenchment.

Ture Erickson, Head of the Sedgewick Library for many years, decided to return to full-time reference work, and transferred to the Humanities and Social Sciences Division. Joan Sandilands, Head of the Information and Orientation Division, took over as Head of Sedgewick, and her former position was taken by Juliette Stevens. As part of this series of changes, the complement of Sedgewick librarians was reduced by one position.

Retirements of those who served the Library for many years were not limited to librarians. Sheila Neville, who had supervised the Reserve Book Collection for many years, retired in January 1985. Sam Tao, who worked in the Library's Mail Room, retired at the end of June, and Cecilia Lee, from the Catalogue Products Division, retired at the end of July. Among the resignations of long-term employees was that of Nancy Smith, Technician in the Crane Library, who left at the end of March.

There were also several librarians who elected during the year to take reduced appointments of four-fifths' time. The hours reduced were lost to the Library through retrenchment.

Spaces and Facilities:

The point of full working capacity of the Library draws ever nearer. Until a resolution of the space problem is attained, it will remain one of our chief concerns. As of this presentation to Senate only two branches have more than five years' space for collections growth. The rest of the system has already reached capacity or will have reached it within the next few years.

During the summer and autumn of 1984, as a temporary alleviation of the space situation, more than 60,000 volumes from the Main stacks were relegated to a newly-created storage area on stack level 7. At the same time the stacks were thoroughly cleaned and the collections readjusted to provide some room for growth throughout the classification. A stack and collections measurement made during the Christmas and New Year's break indicated that there would be room for normal growth until 1990/91, but subsequent observations suggest that the predictions were over-optimistic and that full working capacity may be reached before that time.

A second concern about Library facilities is that, aside from some of the newer branches, they are in poor physical condition, none moreso than the Main Library. That building, treasured by many as the focal point of the campus, is deficient under the building code, expensive to operate, difficult to explain to users, and impossible to improve by alteration. Even minor changes are costly, and sometimes, for reasons of building code interpretations, not permitted.

The Library urgently needs a new central building that will provide space for some functions and will at the same time free space in the Main Library for reconstruction. Steps towards the new building were taken in April, 1985 when Senate acknowledged the urgent need for new library space and recommended that it be given a very high priority in the University's plans for capital fund raising. It was also suggested that every effort be made to invoke government co-operation and participation along with private sources. On the basis of the recommendation from Senate, the Board of Governors set aside the former Bookstore site for that purpose and resolved that the project be designated a high priority for fund raising. Friends of the Library are awaiting next steps with very keen interest.

MAJOR CONCERNS

At the end of the year under review, the Library faced three problems that have confronted it on and off over the years, more or less routinely. They were and are all rooted in funding insufficient to needs, and they could all be resolved if enough money were available. They are the familiar themes of declining purchasing power for collections; insufficient staff and other resources for major projects, especially those projects that would enable us to move ahead rapidly in exploiting current technology; and rapidly dwindling space, particularly for normal collections growth. Although services to users continue to function relatively well, they are directly affected by weaknesses in collections development, insufficient time for projects and other staff functions, and lack of space.

At the risk of these remarks losing their force through too frequent reiteration, I must stress to Senate that the problems are genuine, persistent and severe. As of this writing (in early 1986) library staff are spending a great deal of time in selecting periodical titles for possible cancellation. The staff are also looking forward with apprehension to the need to curtail purchases of books and materials in other formats. It is distressing to contemplate the effect of continued reductions in purchasing for the collections. Not only will gaps be created which can never be filled, but the quality of the University's research collections - a most important Provincial resource - is being seriously eroded.

In the press to maintain more routine activities under difficult circumstances, very little has been said about the major projects which a library like UBC's should be undertaking. In this we are falling behind other academic research libraries, particularly those in the United States. Two related major projects from among those needing attention are the completion of conversion of the card catalogue to machine-readable form, and development of the online public-access catalogue. One-third of the Library's holdings are represented in the computer data base, partly entered there since 1978 as part of the process of adding materials to the collections, partly entered under a grant-funded project which concluded three years ago. To complete the remaining two-thirds of the records for UBC's library holdings is a massive undertaking on which, in present circumstances, staff are able to make only very limited progress.

Access to holdings information in machine-readable form for the entire collection is clearly desirable as the basis for a second major project: the replacement of the microcatalogue with an online public-access catalogue. To some extent, the online catalogue will proceed out of work already done on the local catalogue-support system, but it will require much more developmental work and an expansion of existing computing resources. Again, we can make only limited progress toward this goal with present resources.

Other areas which call for staff time and, in some cases, capital funding are active participation with other major libraries in the conservation of collections, the preparation of local plans for protecting the collections against disaster, the implementation of a fully online circulation system, the application of bar-coding for circulation and inventory control, the acquisition of a computer system for handling materials in Asian alphabets, and a microfilming project for archival materials. Many of these important tasks will have to be left until additional resources are available. In other areas, we will have to proceed as best we can with existing resources, since our participation cannot easily be deferred. For example, we cannot afford to defer participation in the National Collections Inventory Project (NCIP), through which a detailed picture of the research strengths and weaknesses of Canadian libraries will be obtained. Inclusion of information about UBC's collection is essential to the Canadian data base for this international project, and the work must be carried out over the next two years.

And, as pointed out above, the need for space to house our collections must be addressed as soon as possible. Most branches of the Library system are already at or near full working capacity. When the shelves are as full as is practical, if there is no better solution, lesser-used library material must be consigned to storage. But there are already a quarter-million volumes in storage, and designated storage locations will not hold many more volumes. The point of full working capacity is expected to be reached in the Main Library within the next five years. The process of fund-raising, planning and construction is lengthy. There is no time to be spared.

Despite these serious concerns, the Library continued in 1984/85 to offer a

good level of service to an expanding community of users. Staff members have sought and found creative ways of reducing costs, and of maintaining services with reduced resources. I trust that the Library will continue to merit the appreciation and good will of the University's students and members of faculty as well as of the thousands of other who make use of our facilities.

In submitting this report to Senate, I would like to express my appreciation to members of the Senate Library Committee for their advice and assistance during the past year. In particular I would like to thank the chairman of the Committee, Dr. Jonathan L. Wisenthal, for his leadership, advice and willing participation in the discussion of library issues.

Appendix A
SIZE OF COLLECTIONS - PHYSICAL VOLUMES

	<u>March 31/84</u>	<u>Additions</u>	<u>Deletions</u>	<u>March 31/85</u>
Asian Studies Library	173,370	8,667	1	182,036
Biomedical Branch Library (VGH)	27,563	1,340 242*	11	29,134
Catalogue Records Division	5,326	64	3	5,387
Crane Library	7,720	129	96	7,753
Curriculum Laboratory	80,359	6,531 5,117*	984	91,023
Data Library	335	81		416
Fine Arts Division	99,733	5,555	138	105,150
Government Publications Division	2,627	289	8	2,908
Hamber Library (CGSH)	7,960	695 146*	39	8,762
Humanities & Social Science Reference	53,544	2,823 354*	284	56,437
Law Library	128,988	3,678	17	132,649
MacMillan Library	44,515	2,689 4,483*	947 ¹	50,740
Main Stacks	928,662	40,795	60,682 ²	908,775
Map Library	7,704	271	2	7,973
Marjorie Smith Library	16,603	1,121	326	17,398
Mathematics Library	25,744	1,149	27	26,866
Music Library	41,262	3,906	45	45,123
St. Paul's Library (SPH)	5,439	852	1	6,290
Science Reference	17,121	571 2807*	113	20,386
Sedgewick Library	181,890	6,829 888*	1,451	188,156
Special Collections Division	58,556	1,898 485*	1	60,938
Woodward Library	281,640	11,201 5,016*	226	297,631
TOTAL	2,196,661	101,134 19,538*	65,402	2,251,931
Storage Collections	<u>153,440</u>	<u>60,753³</u>	<u>540³</u>	<u>213,653</u>
TOTAL	2,350,101	181,425⁴	65,942	2,465,584
Less internal transfers		<u>60,213</u>	<u>60,213</u>	
GRAND TOTAL	2,350,101	121,212⁴	5,729	2,465,584

Notes:

1. Of the deletions from the MacMillan Library, 890 volumes were relegated to storage and 57 volumes were withdrawn.
 2. Of the deletions from the Main Stacks 59,863 volumes were relegated to storage and 819 were withdrawn.
 3. Storage collections were increased by 60,753 volumes from MacMillan Library and the Main Stacks, reduced by 540 that had previously been consigned to storage from the MacMillan Library.
 4. Includes 19,538 items processed through the Library's DRS system, a COM fiche listing of pamphlets, directories, school textbooks, newsletters and miscellaneous material.
- * Items processed through the DRS system. See note 4 above.

Appendix B
GROWTH OF COLLECTIONS

	<u>March 31, 1984</u>	<u>Net Growth</u>	<u>March 31, 1985</u>
Volumes - Catalogued	2,350,101	115,483	2,465,584
Documents - Uncatalogued	654,288	9,127	663,415
Microfilm (reels)	78,512	3,803	82,315
Microcards (cards)	111,680		111,680
Microprint (sheets)	1,106,500	-18,830	1,087,670
Microfiche (sheets)	1,643,179	268,765	1,911,944
Aperture Cards	2,589		2,589
Films	1,516	81	1,597
Filmloops	8		8
Filmstrips	2,203	237	2,440
Slides	16,285	1,107	17,392
Slide/Tape Shows	2	12	14
Transparencies	1,250	31	1,281
Video Tapes	900	273	1,173
Photographs	25,264	200	25,464
Pictures	72,613	2,054	74,667
Maps	159,542	5,058	164,600
Manuscripts*	1,761m	152m	1,913m
Sound Recordings	143,246	9,294	152,540
Computer Tapes	467	38	505
Air Photos	72		72

* Thickness of files in meters.

Appendix C

LIBRARY OPERATING EXPENDITURES

Fiscal Years, April/March

	<u>Salaries & Wages</u>		<u>Collections</u>		<u>Binding</u>		<u>Other</u>		
1982/83	9,794,212	(64.23)	3,971,674	(26.05)	171,609	(1.13)	1,310,877	(8.60)	15,248,372
1983/84	10,140,508	(65.76)	3,839,763	(24.90)	193,605	(1.26)	1,246,746	(8.08)	15,420,622
1984/85	9,825,272	(66.17)	3,649,325	(24.58)	178,021	(1.20)	1,195,044	(8.05)	14,847,662

- Notes:
- (1) There was a change in practice regarding collections expenditures because of which figures for 1984/85 are not comparable with those of previous years. Funds for orders which have been placed, but not yet received, can now be carried forward to the following fiscal year. The introduction of this practice will result in lower expenditures in 1984/85 and higher expenditures in 1985/86.
 - (2) Expenditures from grant and trust funds are not included; in 1984/85 they amounted to \$122,427 for collections and binding.

Appendix D

RECORDED USE OF LIBRARY RESOURCES

Years ending June 30

% Increase
Decrease vs.
1983/84

GENERAL CIRCULATION

Main Library

General Stacks	457,543	489,525	500,628	2.3
Reserves	29,777	35,346	30,680	-13.2
Extension	7,560	6,720	7,153	6.4
Fine Arts	108,701	112,856	104,668	-7.3
Government Publications	109,806	115,096	122,631	6.5
Maps	9,209	9,980	10,919	9.4
Special Collections	22,118	24,012	22,753	-5.2
SUBTOTAL	744,714	793,535	799,432	0.7

Branch Libraries

Asian Studies	22,670	20,133	21,320	5.9
Crane*	45,052	32,394	29,093	-10.2
Curriculum Laboratory	170,112	160,111	149,496	-6.6
Film Library	1,370	1,441	2,034	41.1
Hamber	13,863	21,988	27,979	27.2
Law	119,684	113,777	120,624	6.0
MacMillan	58,418	65,114	60,833	-6.6
Marjorie Smith	20,510	23,604	26,082	10.5
Mathematics	20,001	23,035	28,630	24.3
Medical Branch	31,928	31,929	33,387	4.6
Music	51,470	52,681	54,164	2.8
St. Paul's	11,752	15,664	17,929	14.5
Sedgewick	318,762	345,230	333,855	-3.3
Woodward	210,243	241,638	248,364	2.8
SUBTOTAL	1,095,835	1,148,739	1,153,790	0.4

Use of Recordings

Wilson	311,618	296,885	257,317	-13.3
Music	52,958	53,210	53,516	0.6
SUBTOTAL	364,576	350,095	310,833	-11.2

Document Delivery

Health Sciences Network	24,052	29,036	33,558	15.6
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INTERLIBRARY LOANS (excluding Films)

To Other Libraries	18,600	16,097	14,736	-8.5
From Other Libraries	7,855	8,010	8,859	10.6
TOTAL INTERLIBRARY LOANS	26,455	24,107	23,595	-2.1

GRAND TOTAL (General Circulation & Interlibrary Loans)

2,255,632	2,345,512	2,321,208	-1.0
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- * Crane Library circulation statistics are reported here by the individual cassette, plus a few circulations of print materials. Counting cassettes by the portfolio, this year's circulation comes to 5,143, transactions.

Appendix E
INTERLIBRARY LOANS
Years ending June 30

	<u>1982/83</u>	<u>1983/84</u>	<u>1984/85</u>	<u>% Increase/ Decrease vs 1983/84</u>
<u>To Other Libraries</u>				
- Original Materials				
General	1,722	1,739	1,465	
Federated Information Network	1,222	1,003	974	
BC Medical Library Service	3,465	3,690	3,797	
BC Post-Secondary Library Network	2,303	2,286	2,120	
Bamfield Marine Station	<u>27</u>	<u>16</u>	<u>40</u>	
SUBTOTAL	8,739	8,734	8,396	-3.9
- Films	1,343	1,075	994	-7.5
- Photocopies				
General	1,975	1,878	1,617	
Federated Information Network	1,040	660	472	
BC Medical Library Service	92	29	17	
BC Post-Secondary Library Network	5,344	4,722	4,140	
Bamfield Marine Station	<u>67</u>	<u>74</u>	<u>94</u>	
SUBTOTAL	<u>8,518</u>	<u>7,363</u>	<u>6,340</u>	-13.9
TOTAL INTERLIBRARY LENDING	<u><u>18,600</u></u>	<u><u>17,172</u></u>	<u><u>15,730</u></u>	-8.4
<u>From Other Libraries</u>				
- Original Materials				
General	2,273	2,457	2,853	
BC Medical Library Service	<u>553</u>	<u>383</u>	<u>353</u>	
SUBTOTAL	2,826	2,840	3,206	+12.9
- Films	762	779	817	+4.9
- Photocopies	<u>4,267</u>	<u>5,170</u>	<u>5,653</u>	+9.3
TOTAL INTERLIBRARY BORROWING	<u><u>7,855</u></u>	<u><u>8,789</u></u>	<u><u>9,676</u></u>	+10.1

Appendix F

HEALTH SCIENCES LIBRARY NETWORK

July 1984 - June 1985

Interbranch Loans

<u>To Other Branches</u>	<u>Original Material</u>	<u>Photocopies</u>	<u>Total</u>
Woodward	5,615	22,149	27,764
Medical Branch	810	2,078	2,888
Hamber	228	350	578
St. Paul's	220	152	372
Other U.B.C. Libraries	<u>1,050</u>	<u>907</u>	<u>1,957</u>
SUBTOTAL	7,923	25,636	33,559
(1983/84)	(6,324)	(22,712)	(29,036)
<u>From Other Branches</u>			
Woodward	512	1,227	1,739
Medical Branch	2,768	6,368	9,136
Hamber	2,489	8,087	10,576
St. Paul's	1,563	8,534	10,097
Other U.B.C. Libraries	<u>591</u>	<u>1,420</u>	<u>2,011</u>
SUBTOTAL	7,923	25,636	33,559
(1983/84)	(6,324)	(22,712)	(29,036)

Appendix G

REFERENCE & INFORMATION QUESTIONS ANSWEREDJuly 1984 - June 1985

	<u>Directional Questions</u>	<u>Reference Questions</u>	<u>Research Questions</u>	<u>TOTAL</u>	<u>% Increase/ Decrease vs 1983/84</u>
<u>Main Library</u>					
Fine Arts	16,672	14,538	1,802	33,012	
Government Publications	1,449	26,480	1,062	28,991	
Humanities & Social Sciences	1,737	28,135	1,353	31,225	
Information Desk	11,261	46,766	---	58,027	
Map Collection	438	4,145	61	4,644	
Science Division	497	7,586	678	8,761	
Special Collections	<u>3,932</u>	<u>5,051</u>	<u>1,782</u>	<u>10,765</u>	
SUBTOTAL	35,986	132,701	6,738	175,425	
(1983/84)	(36,915)	(130,912)	(7,434)	(174,261)	0.1
<u>Branch Libraries</u>					
Asian Studies	1,935	5,120	405	7,460	
Crane	1,440	1,580	640	3,660	
Curriculum Laboratory	13,598	16,960	347	30,905	
Film Library	4,959	3,094	225	8,278	
Hamber Library	7,306	8,684	1,556	17,546	
Health Sciences Network	---	2,655	137	2,792	
Law Library	3,400	5,306	2,265	10,971	
MacMillan Library	869	7,611	418	8,898	
Marjorie Smith	1,418	1,877	108	3,403	
Mathematics Library	1,550	1,247	421	3,218	
Medical Branch (V.G.H.)	1,904	7,157	680	9,741	
Music Library	2,657	10,094	62	12,813	
St. Paul's	2,799	8,674	987	12,460	
Sedgewick Library	10,269	14,056	131	24,456	
Woodward Library	<u>8,286</u>	<u>25,337</u>	<u>4,718</u>	<u>38,341</u>	
SUBTOTAL	62,390	119,452	13,100	194,942	
(1983/84)	(51,985)	(107,476)	(10,903)	(170,364)	14.4
GRAND TOTAL	98,376	252,153	19,838	370,367	
(1983/84)	(88,900)	(238,388)	(18,337)	(345,625)	7.2

Appendix H

COMPUTER-ASSISTED BIBLIOGRAPHIC SEARCHES

July 1984 - June 1985

<u>Division</u>	<u>1</u> <u>No. of</u> <u>Searches</u>	<u>2</u> <u>Student</u> <u>Searches</u>	<u>3</u> <u>UBC</u> <u>Searches</u>	<u>4</u> <u>Non-UBC</u> <u>Searches</u>	<u>5</u> <u>Reference</u>	<u>6</u> <u>I.L.L.</u>	<u>7</u> <u>Data Bases</u> <u>Searched</u>	<u>8</u> <u>SDI</u> <u>Reports</u>
Biomedical								
Branch	537	-	364	2	171	-	1150	163
Hamber	929	-	425	-	504	-	1891	584
Humanities &								
Social Sciences	420	97	146	9	168	-	539	
Law	111	24	9	6	72	-	1330	
MacMillan	185	25	16	2	142	-	272	
St. Paul's	597	-	362	-	235	-	1390	128
Science	2732	69	123	27	567	1946*	2866	
Woodward	2672	96	838	35	1044	659**	5498	1010
Total	8183	311	2283	81	2903	2605	14,936	1885
1983/84	(7476)	(262)	(1824)	(98)	5508 (5292)		(12,196)	(1603)

1. Number of searches: a total of the figures in columns 2 to 6.
2. Student specials: limited searches provided to UBC students at a flat fee.
3. UBC searches: for UBC members, excluding student specials.
4. Non-UBC searches: full costs, including staff time, are charged for searches on behalf of persons not associated with the University. These searches tend to be complex and often involve the use of several data files.
5. Reference searches are usually brief inquiries for information not readily accessible in print.
6. ILL verification is a search for the purpose of determining the existence and location of documents and ordering them on-line as interlibrary loans.
 *The total for science includes all ILL verification for the Library system except Woodward and the hospital libraries.
 **The Woodward total includes ILL verification for Woodward Library and the 3 hospital libraries.
7. A single reference search may involve the use of more than one data base. Staff time for a reference search may vary depending on the number and combination of data bases used.
8. SDI reports: the number of monthly updates distributed to clients. Current awareness (SDI) profiles are included in columns 1 to 5 only when they are initially established or subsequently revised.

Appendix I

LIBRARY ORGANIZATION

1984/85

ADMINISTRATION

McInnes, Douglas N.
de Bruijn, Erik

University Librarian

Assistant Univ. Librarian for Administrative
Services

Jeffreys, Anthony
Keate, Heather

Assistant Univ. Librarian for Collections

Assistant Univ. Librarian for Public Services
- Branch Libraries

MacDonald, Robin

Assistant Univ. Librarian for Technical Processes
and Systems

Watson, William J.

Assistant Univ. Librarian for Public Services
- Central Libraries

ACQUISITIONS DIVISION

Davidson, Joyce

Head

ASIAN STUDIES LIBRARY

Ng, Tung King

Head

BIOMEDICAL BRANCH LIBRARY (V.G.H.)

Freeman, George

Head

CATALOGUE RECORDS DIVISION

Turner, Ann
Bailey, Freda

Head

Deputy Head & Bibliographic Control Librarian

CATALOGUE PRODUCTS DIVISION

Omelusik, Nick

Head

CIRCULATION DIVISION

Butterfield, Rita
Banham, Mary

Head (to March 31, 1985)

Acting Head (from April 1, 1985 to June 30, 1985)

Head (from July 1, 1985)

Appendix I
(continued)

COLLECTIONS DIVISION

Elliston, Graham	Bibliographer - Serials
Forbes, Jennifer	Bibliographer - English Language
Hallonquist, P. Lynne	Bibliographer - Life Sciences
Kreider, Janice	Bibliographer - Science
McIntosh, Jack	Bibliographer - Slavonic Studies
Shields, Dorothy	Bibliographer - European Languages (to December 31, 1984)
Karpinski, Leszek	Bibliographer - European Languages (from January 1, 1985)

CRANE LIBRARY

Thiele, Paul	Head
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CURRICULUM LABORATORY

Hurt, Howard	Head
--------------	------

DATA LIBRARY

Ruus, Laine	Head
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FINE ARTS DIVISION

Dwyer, Melva	Head (to December 31, 1984)
Burndorfer, Hans	Acting Head (from January 1, 1985)

GIFTS & EXCHANGE DIVISION

Elliston, Graham	Head
------------------	------

GOVERNMENT PUBLICATIONS & MICROFORMS DIVISION

Dodson, Suzanne	Head
-----------------	------

HAMBER LIBRARY (Children's/Grace/Shaghnessy Hospitals)

Nelson, Ann	Head
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Appendix I
(continued)

HEALTH SCIENCES LIBRARY NETWORK SERVICES

Price, Jane	Co-ordinator
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HUMANITIES & SOCIAL SCIENCES DIVISION

Forbes, Charles	Head
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INFORMATION & ORIENTATION DIVISION

Sandilands, Joan	Head (to June 30, 1985)
Stevens, Julie	Head (from August 1, 1985)

INTERLIBRARY LOAN DIVISION

Friesen, Margaret	Head
-------------------	------

LAW LIBRARY

Shorthouse, Tom	Head
-----------------	------

MACMILLAN LIBRARY

Macaree, Mary	Head (to June 30, 1985)
Brongers, Lore	Head (from July 1, 1985)

MAP DIVISION

Wilson, Maureen	Head
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MARJORIE SMITH LIBRARY

Frye, Judith	Head
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MUSIC LIBRARY

Burndorfer, Hans	Head
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ST. PAUL'S HOSPITAL LIBRARY

Saint, Barbara	Head
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Appendix I
(continued)

SCIENCE DIVISION & MATHEMATICS LIBRARY

Brongers, Rein	Head
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SEDGEWICK LIBRARY

Erickson, Ture	Head (to June 30, 1985)
Sandilands, Joan	Head (from July 1, 1985)

SERIALS DIVISION

Baldwin, Nadine	Head
-----------------	------

SPECIAL COLLECTIONS DIVISION

Yandle, Anne	Head
Daniells, Laurenda	University Archivist
Selby, Joan	Curator, Colbeck Collection

SYSTEMS DEVELOPMENT DIVISION

Dennis, Donald	Systems Analyst and Head
Dobbin, Geraldine	Systems & Information Science Librarian

WILSON RECORDINGS COLLECTION

Kaye, Douglas	Head
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WOODWARD LIBRARY

Leith, Anna	Head
de Bruijn, Elsie	Associate Head

Appendix J
SENATE LIBRARY COMMITTEE
1984/85

Mrs. H.M. Belkin
Mr. B.E. Bengston
Dean P.T. Burns
Ms. E.T. Busza
Ms. D. Chow
Dr. J.A.S. Evans
Mr. K.D. Hancock
Dr. P.A. Larkin
Dr. B.C. McBride
Mr. M. McMillan
Mr. B. Mah
Dr. A.G. Mitchell
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Terms of Reference

- (a) To advise and assist the Librarian in:
 - (i) formulating a policy for the development of resources for instruction and research;
 - (ii) advising on the allocation of book funds to the fields of instruction and research;
 - (iii) developing a general program of library service for all the interests of the University; and
 - (iv) keeping himself informed about the library needs of instructional and research staffs, and keeping the academic community informed about the Library.
- (b) To report to Senate on matters of policy under discussion by the Committee.