

UBC LIBRARY

**79TH YEAR**

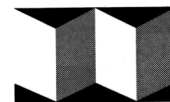
**REPORT OF  
THE UNIVERSITY  
LIBRARIAN  
TO THE SENATE**

**1993/94**



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## PREFACE

Our Annual Report is an opportunity to describe the wide range of services we provide to achieve the Library's mission:

To provide outstanding access to the universe of recorded knowledge and information.

Major themes you will see throughout this report include managed change, improvements in services, and integration of technology to meet the needs of present and future users.

Highlights of our many accomplishments this past year are:

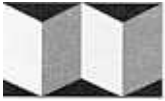
- ◆ improved basic services of instruction, circulation, and accessibility of material;
- ◆ new services of document delivery, access to the Internet (via the Library Gopher and Netinfo), and networked access to the full text of a subset of publications in electrical engineering;
- ◆ increased acquisition of electronic materials, thanks to increased funding;
- ◆ continued preservation microfilming;
- ◆ increased cataloguing productivity to ensure materials are accessible to users.

Our major focus for 1994/95 will be to enhance services to clients through a comprehensive overhaul of the Library's technological infrastructure, and by a continued integration of print, electronic and remote resources into collections planning and development strategies.

My thanks to all — the Library Staff, the many advisory committees, the Senate Library Committee, and the University Administration, especially Dr. K.D. Srivastava, Vice President, Student and Academic Services — for engaging in monumental efforts to provide the library and information services needed to support UBC students, faculty, and staff, as well as the broader community, in the pursuit of learning, teaching, and research.

Ruth J. Patrick, Ph.D.  
University Librarian

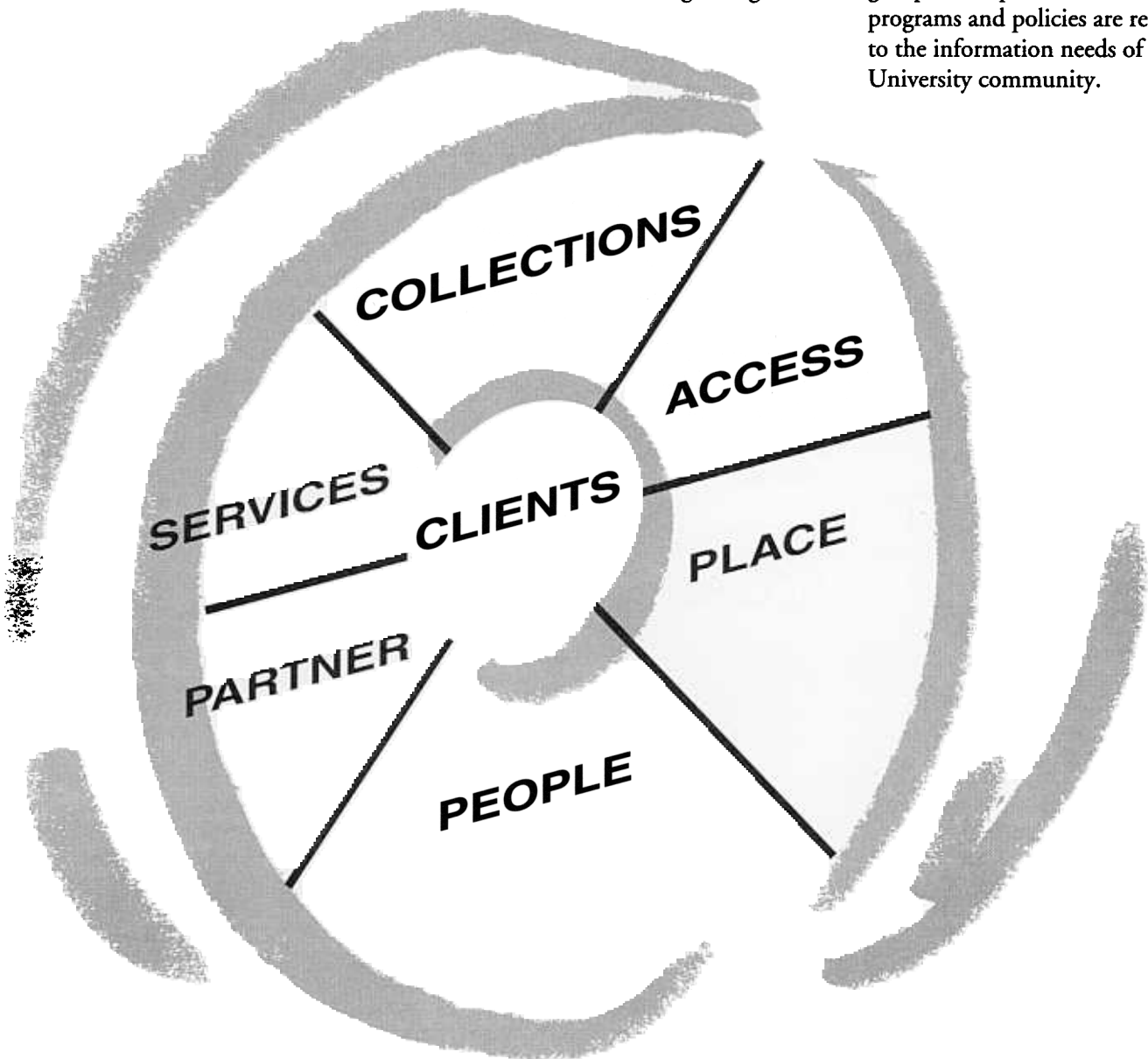




## FOCUS ON CLIENTS

Within the framework of the University's mission, it is the information needs of present and future students and faculty that form the focus of the Library's plans and strategies. To that end, the Library actively promotes and maintains a continuing dialogue

with its clients to ensure that its services are meeting their needs. Liaison programs in each subject area are developing quickly and the Library Faculty Advisory Committees are actively involved. Planning began on the use of focus groups to help ensure that Library programs and policies are responsive to the information needs of the University community.



### Library Self Study and External Review

Like all UBC faculties and departments, the Library participates in a full-scale review of its services and operations every five to seven years. The last external review took place in 1988, and the next one has been scheduled for 1995. There are two major steps: an internal self-study in which accomplishments, needs and plans are identified, and the review itself, carried out by a University committee with advice from experts from other academic and research libraries.

The self study is well underway and the resulting report has been drafted. This process has identified the following seven major initiatives for the Library, and will drive the goals for 1994/95 and at least the next two years:

- 1 Enhance client services through a comprehensive overhaul of the Library's technological infrastructure.
- 2 Strengthen our knowledge of client needs and improve our performance measures to ensure that we are meeting those needs.
- 3 Continue redesigning services and staff roles in response to changing client needs and expectations.
- 4 Improve client and staff work space and collections storage space through the construction of Phase I of the Walter C. Koerner Library and by planning for Phase II of the

Koerner Library and for other Main Library units.

- 5 Expand client access to information by integrating print, electronic, and remote resources into collections planning and development strategies.
- 6 Continue the organizational restructuring of the Library to ensure effectiveness, efficiency, and flexibility.
- 7 Continue to ensure the effectiveness of Library operations through an external evaluation and review.

It is expected that the review itself will take place early in 1995 upon the appointment of the Review Committee.



## STRATEGY: SERVICES

### The Electronic Library

Research libraries are currently in a time of transition. The very nature and concept of a university library are changing as computer technology reshapes the way information is distributed, accessed and stored. In the UBC Library, as elsewhere, services are being reviewed and redesigned in light of the ability to use powerful international networks which can give faculty and students access to the world's information, and which can deliver that information to them, wherever they may be located.

### Library Instruction

The information environment of print, electronic and networked resources is increasing the complexity of locating and using information resources. We must ensure that Library users continue to acquire and develop the knowledge and skills needed to find and evaluate those resources. The 'teaching library,' in which librarians provide instruction about information resources and how to access them, is a major Library focus. The future research library will be defined by connections through electronic networks to information and information professionals throughout the world.

More than 11,000 students, faculty and staff received instruction in the Library during the reporting year. The Teaching and Learning Enhancement Fund provided support for the Electronic Resources Teaching Program. Graduate students were employed to give, or

assist librarians to give, instruction on UBCLIB and CD ROM databases. Seven Library units were involved: David Lam, Education, Humanities and Social Sciences, Science and Engineering, MacMillan, Sedgewick and Woodward. Instruction about information resources on the Internet has been integrated into many subject-specific instruction sessions.

Additional funds from the Teaching and Learning Enhancement program made it possible to mount a significant body of Library information on the UBC Gopher, to develop the first multimedia project serving the visually challenged and to initiate a new 'career and video resource unit' with the Faculty of Commerce and Business Administration.

### Electronic Services and UBCLIB

Electronic services throughout the Library continued to grow during the reporting year. Additional online and CD-ROM bibliographic databases were made available, full-text databases were introduced, and access to numeric databases was improved. (See Appendix H.) Remote access to electronic information resources at other locations was increased and improved.

UBCLIB, the Library's online catalogue/information system, was upgraded this year. As well as providing information about the Library's collections, UBCLIB gives direct access to many commercial databases and services and to campus and world-wide information sources available on the





Internet. UBCLIB can be searched from terminals in all library locations and by remote access from home or office computers.

ViewUBC, the campus-wide information system, is also accessible through UBCLIB. The Library Gopher and Web Home Page provide pointers to subject-specific Internet resources, library catalogues from around the world, full-text guides to the Internet, electronic journals and books, course notes and exam questions, and other Gopher and World Wide Web sites.

In April 1994, an online document request and delivery facility was implemented. This new service allows clients to search the main Catalogue file, request an item, and choose one of several delivery options — campus mail, fax, or pickup at a branch of their choosing. An online Suggestion Box facility was also implemented at the same time that enables clients to forward comments and questions to the Library, plus view replies to some of the more commonly posted queries.

In September 1994, a new version of the UBCLIB interface was implemented that incorporated more direct menu access to BC's Electronic Library Network (ELN) licensed databases (ABI/Inform, CBCA, and various Wilson Indexes) available at SFU Library. Several new databases — Avery Index and Anthropological Literature — were made available via the Citadel commercial service. The Life Sciences Index, a very large commercial database, was loaded directly on the UBCLIB system. As

one consequence of the increased number of databases and remote access facilities, user passwords were implemented for UBCLIB.

The number of simultaneous users of UBCLIB varies from 150-200 during peak usage periods. The number of online public access terminals in the Library was increased to 152, including 15 for Netinfo in the Sedgewick Terminal Room. The Library now has 32 CD-ROM workstations, while the number of public print/download workstations grew to 15.

#### **Netinfo**

The Library introduced Netinfo, a new service for UBC students which was developed by Computing and Communications. Netinfo provides all UBC students with 10 hours per month free access to electronic mail and other Internet resources such as Usenet News (an electronic bulletin board and discussion service) and ClariNet News (an online news service). A Campus Netinfo Steering Committee has been established to advise the University Librarian on Netinfo services. In September 1994, the Library installed 15 workstations in the Sedgewick Terminal Room to provide access to both Netinfo and UBCLIB. Training sessions were arranged in conjunction with the Alma Mater Society.

#### **Full Text**

The UBC Library is the first Canadian university library and only one of four test sites worldwide to provide networked access to full-text electronic publications of the US based Institute of Electrical





& Electronics Engineers and the United Kingdom's Institution of Electrical Engineers. The database, known as IEEE/IEE Publications Ondisc (IPO), is available at three sites on campus: the Electrical Engineering Reading Room, the Centre for Integrated Computer Systems Research Reading Room, and the Science & Engineering Division in the Library.

The Library in cooperation with the Department of Electrical Engineering, the Dean's Office in Applied Science, and the Centre for Integrated Computer Systems Research, have leased and installed this Novell system for electrical engineering information on a CD-ROM-based file server located in the Main Library.

#### **Document Delivery**

The UBC community can now request books, articles, microforms and other Library materials to be retrieved from the stacks and either held for pickup at the Library location of choice or sent via fax or campus mail. This new fee-based service is available through UBCLIB or via fax.

#### **Branch Libraries**

The David Lam Management Research Library completed its first year of operation as a branch of the UBC Library system. Access and services to students and faculty needing commerce and management information have been significantly improved. The new Education Library is nearing completion and the Library expects to move in October 1994. The new facility will allow the childrens' literature collection and some of the

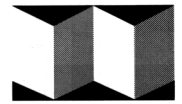
education research collection to be integrated with the professional and curriculum collections in one facility. It will also provide improved study and work space for Education students.

The Crane Library Review Committee, chaired by Dr. M.A. Hickling, examined the resources and services of the Crane Library and reported to the University Librarian. The report was referred to the Committee on Services for the Disabled and recommendations on future directions for the Crane Library are expected soon.

In preparation for building the Koerner Library Phase I, alternative staff space was constructed in the Sedgewick Library. Weeding of the Sedgewick collection in preparation for integration of the undergraduate collection with the research collection was completed and removal of materials from the Main Library stacks to storage was begun. A security system was installed for the Fine Arts Library and work was begun to improve security in the Main Library stacks.

A file server for the Data Library was purchased and installed after four years of planning. This is a major step in migration of the Data Library resources from MTS to Unix. CANSIM Main Base was installed on the server and made accessible to SFU. Gopher and Web servers were installed and information about data files and services is available on both.





## STRATEGY: COLLECTIONS

### Collections Management

The organization of collections management changed during this year, becoming less centralized, with collection responsibilities being integrated into the public service units. All bibliographers now report to a public service head. The handling of gifts and exchange agreements was gradually transferred from a centralized Gifts and Exchange Division to the subject bibliographers in the various public service units. In addition, written collections policies have now been completed for all subject areas. The Collections Management Council, which began in the Spring of 1993, saw its first full year of operation, dealing with overall collection issues. A half-time Coordinator of Collections was reallocated from existing staff to work with the Collections Management Council and to oversee collections. The Senate Curriculum Committee and the Library modified the procedure whereby new programs and courses are approved by changing the contact person in the Library from the Head of Collections to the head of the public service area connected with the Faculty in which the proposed changes would occur. These structural modifications for the collection-building process have resulted in it becoming an integral part of each public service unit and hence moving to closer involvement with the user community.

### Collections Funding and

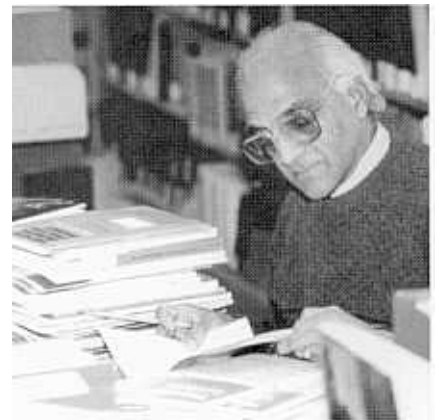
#### Serials Cancellation

The Library again received formula increases for the collections

budget for 1993/94 and 1994/95, based on inflation, currency fluctuations, and 1.5 percent for new materials. For 1993/94, the increase amounted to 5.6 percent and for 1994/95 it was 5.74 percent. Since the formula increase is never large enough to cover the 10 to 20 percent increases in serials expenditures, and as the Library has a commitment to maintain its monograph acquisitions, an annual reduction in the number of serials subscriptions is necessary. Consultation during the year with faculty, the Library advisory committees, and the Senate Library Committee resulted in choosing the titles to be cancelled—approximately \$206,000 worth of serials across the Library system in 1993/94, and \$475,000 in 1994/95. The University community is becoming increasingly aware of the serials situation and its relationship to scholarly publishing and tenure patterns, especially for those disciplines which rely heavily on the serial literature.

### Resource Sharing

In the present economic climate, no academic library can expect to own all the materials its clients will need. The UBC Library is no exception, even though it ranks 25th among research libraries in North America, and second among those in Canada. In an increasingly networked environment, libraries are continuing to rely on each other as well as turning to commercial services. The UBC Library works with a number of organizations to ensure access to materials not held in our collections. Memberships in the Center for Research Libraries





(CRL), the Council of Prairie and Pacific University Libraries (COPPUL), the Canadian Association of Research Libraries (CARL), the Association of Research Libraries (ARL), and the Electronic Library Network (ELN) in British Columbia represent the commitment to maintaining access to the universe of information.

The University of British Columbia has distinct collection strengths which are of value to other libraries, both smaller ones such as those of BC colleges and western Canadian universities, and larger ones, such as that of the University of Washington. The UBC Library continues to share databases from its own electronic collection, including ERIC and PsycInfo, and continues to maintain the ELN regional serials and media holdings databases. The Data Library is working with SFU and COPPUL to make access to the CANSIM Main Base available to the COPPUL membership. The Library will continue to develop resource sharing agreements to ensure the widest possible access to print and electronic information for the UBC community.

#### **Electronic Materials and Services**

In addition to the usual formula increase to the collections budget, the Library received \$300,000 of continuing funds to acquire electronic materials without jeopardizing the traditional collection areas of monographs and serials. Another \$700,000 was added for the same purpose in 1994/95 as a result of reallocated salary funds from eliminated librarian positions and a transfer of

funds from Computing and Communications. A half-time Coordinator of Electronic Information Services was reallocated from existing staff for a two-year term.

Expansion of the electronic library took the form of many more CD-ROM databases in the various Library branches, as well as online, networked access to bibliographic and full-text files (in some cases coupled with online document delivery services). Substantial savings were realized through shared cost arrangements and joint licensing agreements negotiated through ELN and COPPUL.

Electronic databases held by other BC universities have become part of the UBC Library collection as a result of cooperation through ELN. Databases located at other institutions and now available to UBC users include the Applied Science and Technology Index, the Art Index, the Biological and Agricultural Index, the General Science Index, the Humanities and Social Sciences Index, Canadian Business and Current Affairs, ABI/Inform, and CARL Uncover. These resources are listed on UBCLIB and are as easily accessed as information mounted at UBC.

#### **Preservation**

Since the end of the Canadian Cooperative Preservation Project in June 1993, the preservation microfilming program has been operating on a cost-recovery basis. By the spring of 1994, the microfilming of the *B.C. Sessional Papers* was completed. Partially subsidized by a private grant, this

ambitious undertaking has resulted in a set of 122 microfilm reels.

The program has continued with three key projects serving local and international interests: the filming of the *B.C. Directories* for 1930-39, of the surviving issues of two Japanese-language newspapers published in Vancouver in 1941, and finally of the *James G. Swan Papers*, the personal papers of a 19th-century lawyer and ethnographer in Washington Territory. Copies of all these sets are available for sale to help finance further filming projects. Subscribers have been attracted from throughout British Columbia, Alberta, the United States, Japan, and elsewhere.

Future plans include the filming of further volumes of the *B.C. Directories*, additional provincial government publications, and portions of another high-profile manuscript collection held by the Special Collections and University Archives Division. Also planned is a workshop for the wider library and archives community on the principles of microfilming in archival and manuscript collections.

One particularly complicated preservation project was the restoration of a valuable volume from the Fine Arts Library's rare book section, *Recueil d'architecture civile* (1829). A further preservation project to restore volumes from the Law Library's rare book collection is in progress.

The Facilities and Preservation Manager initiated the Preservation Sub-committee of the Collections

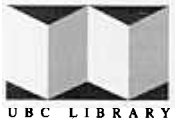
Management Council. This group, which met for the first time in February 1994, is intended to reflect the preservation concerns of the Library system. A first project to acquire basic disaster preparedness supplies and equipment for all Library locations was begun. The *Disaster Preparedness Manual for University of British Columbia Libraries* was updated and a revised edition was to be issued by the end of 1994.

#### University Archives

Two of the major goals of the University Archives Advisory Committee, the appointment of a Records Analyst/Archivist and the Board of Governor's approval of a Records Management Policy for the University, were attained during the reporting year. The new policy extends to all institutional administrative records and stipulates that those records are the property of the University and subject to its overall control. The University has delegated the responsibility for coordinating records management to the University Archives. The Records Analyst/Archivist has worked with the archivists at Simon Fraser University and the University of Victoria and has engaged in extensive consultation with UBC staff to develop draft records schedules.

The adoption of the Records Management Policy owes much to the efforts of members of the Advisory Committee who consistently supported the development of a comprehensive and systematic approach to the management of institutional records. In recognition of this





development, the Advisory Committee changed its name to the University Archives and Records Management Advisory Committee to more accurately reflect the full scope of its activities.

To improve access to archival records and associated materials, the Archives developed three new publications: *Guide to the Holdings of the University Archives*; *Researching the History of the University of British Columbia: A Bibliography*; and *A Cumulative Index to the Inventories of the University Archives*. These publications are part of an ongoing process of upgrading and standardizing archival finding aids.

With funding provided by the Library and the Canadian Council of Archives, the Archives identified the nitrate negatives in the photographic collection. The contractor provided an excellent report detailing the problem these pose and outlining various courses of action. A preliminary exploration of the bibliographic and technical requirements for providing online access to the Archives photographic images will result in a pilot project which was scheduled to begin in the fall of 1994.

The Archives has also worked with the National Archives to bring a Distance Access Site to the UBC Library and participated in the British Columbia Archival Union List Project to provide online access to the University Archives' non-institutional records.



## STRATEGY: ACCESS

### Circulation

In 1993, self-service renewals were introduced, a new fines policy was implemented, requiring late return fees to be levied on all overdue items, journals were made non-circulating in the Life Sciences Libraries, and the Sedgewick Undergraduate Library increased the loan period for books from one week to two weeks.

Circulation patterns in Appendix D reflect these service and policy changes. The net result was an increase in total circulation from 1.9 to 2.8 million transactions. Renewal transactions continue to be recorded as in the past. Circulation represents only a portion of the total use of Library materials, for sampling indicates that the number of volumes used within the Library is almost twice the number of those which are borrowed.

### Technical Services

During the year, staff in the Catalogue and Order Divisions continued to adjust to changes brought about by the 1992/93 reorganization and the integration of the former Catalogue Records and Catalogue Products Divisions. The Book Preparations Section, which had been part of the Catalogue Products Division, was incorporated with the Order Division. Meetings concerning the internal reorganization of the Cataloguing Division continued throughout the year. It is expected that the integration of specialized subunits will take place in early 1995.

The Books to Branches program was inaugurated in January 1994 to speed up the flow of new and current materials to the Library's clients. Newly-received items awaiting cataloguing information are now labelled by Book Preparations staff, shipped to major branches, and circulated uncatalogued, rather than being stored in the Library Processing Centre. As part of the installation of a new security system for the Fine Arts Library, a project was developed and implemented to insert theft-detection strips in the collection. Experience gained from this project will form the basis of ongoing planning by the Library for improving the security of materials in the Main Stacks, the Main Library reference collections, the Math Library, and the Asian Library.



Cataloguing productivity increased during the reporting year. Although incoming material rose to 65,372 titles from 60,916 titles in the previous year, an increase of 7 percent, divisional staff made progress in shrinking the backlog, which fell from 62,509 to 51,354 titles during the year, a reduction of 17 percent. More notably, the English language backlog has been decreased from 12,386 to 6,919, a reduction of 44 percent. Total new cataloguing output increased by 3 percent and derived cataloguing by 4 percent while original cataloguing output remained virtually the same. Rush traces continued to plummet, numbering only 1,878 in the current year, a drop of 43 percent, much of which can be attributed to the reduction in the English language cataloguing backlog.



## STRATEGY: PLACE

### Automation and Technology

Continued growth of existing services and systems in conjunction with the introduction of new ones were two interrelated themes that summarize the year. Library systems development activity continued to focus on migrating existing applications to the UNIX operating environment and providing operations support facilities. Redevelopment work on the circulation system was largely completed. Two systems — Bibliographies and the Other file — were migrated completely to the new UNIX-based system. Work commenced on a tape updating facility so that the MARC source files and other commercial databases could be loaded and updated directly on the UBCLIB system.

Planning was an important activity during the year. A proposal to replace the 200 old terminals still attached to obsolete UBCnet communications ports with LAN-attached workstations was prepared and submitted to the University Administration. As part of the Library's self-study activity, the Five Year Technology Plan was reviewed in order to summarize the accomplishments of its first three years. At the same time, the five year planning frame was moved forward. An important outcome of this planning activity was the identification of two major technology initiatives: to commence transition from local development to purchase of commercially available systems, especially for support of library processing work; and to secure ongoing funding and budget flexibility for technology and the information infrastructure.

The PlusNet2 system that supports Medline and other health sciences databases was migrated to a UNIX-based version provided by the vendor. The new system uses the same TCP/IP based communications support as the larger campus network and has additional capacity for more users and databases.

### Library Space

Although the architectural details, schedules, and specifications for Phase I of the Walter C. Koerner Library were completed by early autumn of 1993, the process was delayed and the project was not sent out to tender during the reporting year. Phase I is now scheduled for completion in 1996. In the interim, Library staff began developing criteria for dividing the humanities and social sciences collections between the Koerner Library and Main. Phase I will not be large enough to accommodate the entire collection presently housed in the Main Library.

A new integrated entrance now provides access to the Fine Arts Library and Level 3 of the main stacks. Access to both is now controlled from one service point. A project to install further compact shelving in the Library Processing Centre was initiated in November 1993. This work should be completed by early 1995. Modifications to service points to make them compatible with the new circulation system equipment have been made in several locations. Work was begun on a project to replace the ancient and increasingly unreliable environmental control machinery for the vault in the Special Collections Division. It is hoped that this can be accomplished by late 1994 or early 1995. Ventilation was improved in the MacMillan Library.



## STRATEGY: PEOPLE

### Staff Complement

The Library's staff totalled 344.16 full-time equivalent (FTE) positions, including 87 librarians, 7.17 management & professional (M&P) staff, and 249.99 support staff, at the end of the reporting year. This includes 12.59 cost-recovery or grant-funded positions, and compares to a total of 343.56 (including 9.99 cost-recovery or grant-funded positions) at the end of the previous reporting year. The net increase resulted from a 26 percent growth in cost-recovery and grant-funded positions. In terms of operating budget positions, there was a net decrease from 333.57 positions to 331.57, a reduction of 0.60 percent.

Throughout the year, each vacancy which occurred was reviewed by the Library Administration to see whether a replacement was absolutely necessary, whether the position could be left vacant, or whether the position could be eliminated. Funds resulting from positions eliminated or left vacant were used to provide a new archivist position in the Special Collections and University Archives Division, to meet the University's target for budget reduction, and to supplement allocations for technology, supplies and equipment, and other operating expenses.

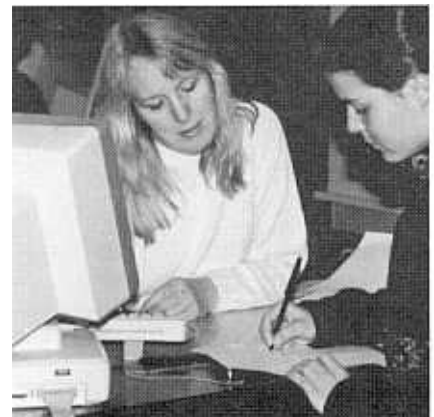
The actual working staff complement was thus considerably less than the number cited above. As of the writing of this report, a further 11.92 FTE operating budget positions have been left vacant for

financial reasons in addition to another 7 FTE positions which are blocked by early termination agreements. It is likely that many of these positions will be eliminated in the 1994/95 fiscal year. So far, the Library has managed to meet its budget obligations through normal attrition and early retirement; it has not yet had to resort to layoffs.

### Staff Training and Development

The Library has completed two years of programs, implementing the comprehensive plan developed in 1992. In its second year of programming, the Library supported 270 courses or sessions for 647 participants. Computer Skills Advancement and Managerial and Other Skills Training Program (MOST) courses were particularly effective in addressing the Library's training needs. During the year, 251 staff members registered for computer skills courses and 200 staff members attended 77 different MOST courses. Advanced training in computer and management skills was encouraged, as well as training and development focused on coping with change and new roles. More specialized training and development opportunities were provided to ten staff members in areas such as Library Instruction, Library Networks, Records Management, and Preservation.

Through secondment, the half-time position of Staff Training and Development Coordinator was established to provide for the operational management of the Library's staff training and development program and budget. In addition, the terms of reference of the Staff Training and





Development Committee were reviewed, and a draft revision was prepared.

#### **Professional Staff**

Several librarians took on additional or new responsibilities during the reporting year. Hilde Colenbrander, Head, Data Library, was appointed half-time as Coordinator of Electronic Information Resources for a two-year period. Margaret Friesen, Head, Interlibrary Loans, was seconded for appointment as Staff Training and Development Coordinator and Collections Reorganization Project Coordinator for a two-year period. She was replaced as Head of Interlibrary Loans by Patrick Dunn, Interlibrary Loans Librarian. Terry Horner replaced Jim Sharpe as the Library's Cataloguing-in-Publication Coordinator. Barbara Tripp, Vancouver General Hospital's Nursing Program Librarian, was seconded to work out of the Life Sciences Libraries' Biomedical Branch at VGH when the Nursing Program library was closed.

As a result of organizational changes which eliminated the Collections Division and integrated collections development responsibilities more closely with reference divisions and branches, subject bibliographers were reassigned to those divisions or branches.

Ruth Patrick, University Librarian, was on medical leave from February through August 1994. During this time, Heather Keate, Assistant University Librarian for Public Services, served

as Acting University Librarian.

Erwin Wodarczak was appointed as Records Analyst/Archivist in Special Collections and University Archives. Kevin Lindstrom, who had completed a two-year specified term appointment in the Science and Engineering Library, was appointed as Science Outreach Librarian. Mary-Beth Clark was appointed for a specified term as Reference Librarian in Humanities/Social Sciences Division filling a vacancy left by Elizabeth Caskey's promotion to Head, David Lam Management Research Library. Lesley Ashford was appointed to a half-time position as Library Development Officer. Sarah Sleight and Kathy Hornby were appointed as temporary hourly librarians in the Circulation Division and the Life Sciences Libraries respectively, replacing other librarians who had taken on new assignments or were absent due to long-term illness.

The specified term appointment of David Winter was extended to permit him to complete work related to the processing and collection of fines. The appointment of Bev Scott, Reference Librarian, Humanities/Social Sciences Division, was reduced to 80 percent at her request, making it possible to increase the appointment of Hélène Redding, Reference Librarian in the same division, from 50 percent to 70 percent.

Helen Chow, Reference Librarian, Life Sciences Libraries, was granted a confirmed appointment December 15, 1993.





Erik de Bruijn, Assistant University Librarian, Administrative Services, returned from leave without pay at the end of March 1994. During his absence, day-to-day human resource activities were carried out by Jeanie Ku and Vivian Anderson, Human Resources Generalists, on secondment from the Department of Human Resources, under the direction of Ann Turner, Financial and Budget Manager. Joe Jones, Reference Librarian, Humanities/Social Sciences Division, returned from study leave at the end of June 1994, and Matt Hartman, Catalogue Librarian, Cataloguing Division, left on study leave at the beginning of July 1994.

Five librarians took early retirement during the reporting year. Tony Jeffreys, Assistant University Librarian for Collections, Elsa Guarnaschelli, Catalogue Librarian, Catalogue Division, and Jim Sharpe, Catalogue Librarian, Catalogue Division, retired at the end of December 1993. Graham Elliston, Head, Gifts and Exchanges and Serials Bibliographer, retired at the end of June 1994, as did Helen Mayoh, Reference Librarian, Science and Engineering Division.

Roland Lanning, Head of Serials from 1926 until his retirement in 1965, passed away in 1994. He was responsible for the growth and development of the Library's serials collection, and is fondly remembered by both current and past Library staff members for his sense of humor and his love of books.

As a result of collective bargaining between the Faculty Association and the University, part-time librarians have been included within the Faculty Association bargaining unit, although not eligible for confirmed appointments. The arbitrator's award in the 1993 salary arbitration has provided librarians with the same study leave benefits as faculty members. Negotiations are currently in progress on revisions to the *Agreement on Conditions of Appointment for Librarians*.

#### **Support Staff**

The support staff severance rate declined to 10 percent from 17 percent in 1992/93, as resignations decreased to 13 from 31. The turnover rate (the percentage of positions which change hands during the year, as compared to the total support staff complement) fell from 29 percent to 14 percent as a decrease in resignations resulted in fewer vacancies and as many of these vacancies were left unfilled.

Reorganization, including the elimination of the Collections Division, the Gifts & Exchange Division and the establishment of the David Lam Management Research Library as a UBC Library branch, led to new assignments for some staff members. During the reporting year, a series of meetings took place between Library management, Cataloguing Division staff, and CUPE 2950 representatives, to discuss the reorganization of the Cataloguing Division.

Polly Diether, Library Assistant 3, Special Collections and





University Archives Division, continued on union leave without pay to serve as President of CUPE 2950.

Two long-service members of the Library's staff took early retirement. Ian Lee, Programmer/Analyst in the Systems Division, retired at the end of December 1993, and Sumiko Owa, Library Assistant 2 in the Order Division, retired on May 31, 1994.

The Library was saddened by the untimely death of Darrell Short, Library Assistant 3, Catalogue Division, in June 1994. He is missed by his colleagues in the Library Processing Centre, and by his many friends within the Library and the University community.

As a result of an understanding between the University and CUPE 2950, the Library's non-union technicians were included within the bargaining unit. Current incumbents were given the option to join or not to join the union, but new incumbents must become union members. Draft standard job descriptions for the new classifications were developed in consultation with Division/Branch Heads and Human Resources staff, and are currently being discussed with the union.

In July 1994, the Board of Governors reviewed and approved the initial phase of the CUPE/UBC Job Evaluation Plan, which had already been ratified by the union. Job Evaluation System Project (JESP) questionnaires were distributed to all CUPE 2950 staff members, who were asked to

provide detailed information about the requirements and duties of their positions. The questionnaires are reviewed by supervisory staff, who provide additional information where appropriate. The time-consuming process of completing these questionnaires is presently in progress. The ultimate goal is a job evaluation system which is understandable and equitable and which meets the needs of the University, the union, and the staff. The JESP Committee has continued to benefit from the knowledge, experience, and significant time commitment of Margaret Friesen, who has served as a University representative on this joint union-management committee.

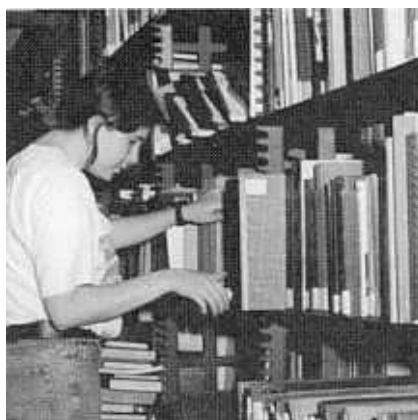
The positions of the following staff members were reclassified: Neil Bennett, Library Assistant 3 to Library Assistant 4, Circulation Division; Giles Gysel, Library Assistant 1 to Library Assistant 2, Life Sciences Libraries; Joze Lazar, Library Assistant 3 to Library Assistant 4, Cataloguing Division; Patrice Leslie, Technician 1 to Technician 2, Crane Library; Cheryl Niamath, Library Assistant 1 to Library Assistant 2, Interlibrary Loans.

#### **Student Employment**

The Library's student staff budget of \$1.26 million was supplemented by funding from Work Study and Challenge student employment programs, providing over 95,600 hours of work for students, and making the Library one of the major student employers on campus. Although student assistants are not members of the

bargaining unit, the student assistant wage rate (currently \$13.57/hr) and the maximum number of hours per week that students can work (10) are determined by the CUPE 2950 collective agreement, as the clerical duties performed by students fall within the certification of the union. Clarification of the definition of "student" has meant that it is no longer possible to employ continuing students during the Summer Session unless they are actually registered. This has caused some problems for branches serving faculties whose programs continue past the end of April.

As well as its complement of regular student assistants, the Library also employs students enrolled in the School of Library, Archival, and Information Studies (SLAIS) as Graduate Academic Assistants to provide reference assistance and bibliographic instruction. In this way the Library contributes to the education and training of future librarians. Allocations from the Teaching and Learning Enhancement Fund were used to employ additional Graduate Academic Assistants, primarily SLAIS students.





## STRATEGY: PARTNER

### Development and Community Support

With the appointment of a Development Officer in November 1993, the Library accelerated its efforts to increase external funding for its programs. Case statements have been developed for endowments in support of staff positions and collections. The University is close to meeting its \$24-million fund-raising goal for Phase I of the Walter C. Koerner Library, and an innovative "Builder's Campaign" has been developed to raise the final \$5 million required. The Faculty and Staff Campaign raised over \$10,000 which received a matching grant from the BC government for the UBC Library Collection Enrichment Endowment Fund.

### Donations

The Library benefits from donations large and small from individuals, corporations, and organizations. All are gratefully received. The Library wishes to take this opportunity to acknowledge the following special supporters who contributed \$1,000 or more during the year under review.

#### Crane Memorial Donations Fund

Mr. James Phelps

#### The Friends of the Library Fund

Dr. & Mrs. Cyril Bryner

#### The Friends of MacMillan Library Fund

Dr. and Mrs. Joseph Gardner

#### The Friends of Special Collections Fund

Dr. W. Kaye Lamb

#### The Friends of the University

##### Archives Fund

Dr. David Aberle

##### The Judaica Fund

Endowment Fund of the Jewish Federation of Greater Vancouver

##### The Mary & David Macaree

##### Endowment Fund

Dr. & Mrs. David Macaree

##### The Dr. Stanley Z. Pech Book Fund

Mrs. Vera Pech

##### The Walter C. Koerner Library Fund

Bank of Nova Scotia  
BC Gas Inc.  
BC Hydro  
Brascan Ltd.  
Canada Life Assurance Co.  
The Canada Trustco Mortgage Co.  
CIBC  
General Accident Indemnity Co.  
Estate of E. W. Grant  
Mr. David Greer  
Mr. Richard Greyson  
Ms. Sandra Hodgins  
Imperial Oil Resources Ventures  
Mrs. Mona Iwabu  
Mrs. Anne Kaplan  
Dr. Penelope Koch  
Mrs. Elsie MacCaig  
Mrs. Mary Martin  
Mr. Noel Owens  
Mr. & Mrs. John Pavelich  
Placer Dome Inc.  
Dr. Man-Chiu Poon  
Pratt & Whitney Canada Inc.  
Prudential Assurance Co. Ltd.  
Mr. Donald Rogers  
Dr. Robert Rothwell  
Dr. John Stainer  
Sun Life Assurance Co. of Canada  
Toronto Dominion Bank  
Vicwood Developments BC Inc.



### Gifts-in-Kind

The Special Collections and University Archives Division received a number of notable gifts during the year, including the personal papers of William F. Gibson and Howard White, and the corporate files of Harbour Publishing Company.

The Library expresses its thanks to the following donors for donations to the book collections of various library units:

Dr. Ivan Avakumovic  
 Dr. Michael Bullock  
 Dr. Stephen Carey  
 Dr. & Mrs. Max Cynader  
 Ms Corinne Durston  
 Dr. Barbara Heldt  
 Dr. Ronald Jobe  
 Mr. & Mrs. D. Johnston  
 Mrs. Jadwiga Opechowski  
 Mr. John Philippo  
 Dr. James V. Whittaker  
 Miss Frances Woodward



### Special Purpose Gift

The Library also expresses its thanks to Shell Canada Ltd. for its donation to the Library's PATSCAN service to promote the development of inventions which contribute to the solution of environmental problems.



## **STRATEGY: FUNDING**

### **Collections Budget**

The major budget news of 1993/94 was the infusion of \$1 million over two years to accelerate development of the Electronic Library and to establish a permanent funding base for this leading-edge portion of the collection. Four librarian positions previously held vacant to pay out Early Termination Agreements were reallocated to Collections, contributing \$300,000 to the pool, and an additional \$700,000 was reallocated from Computing and Communications to the Library by the University.

The Collections Budget increase formula delivered another \$452,717 (5.74 percent) in continuing funding to mitigate the effects of foreign exchange and inflation, and provide a modest allocation for new materials in 1994/95. Together, the increases to the Collections budget increased its portion of the Library's Operating Budget by 2.6 percent to 31.76 percent. Serials subscriptions amounting to approximately \$475,000 were cancelled to keep expenditures within the budget available despite price increases averaging more than 10 percent, and to allow for some updating of the collection with new titles.

Weekly financial reports of collections funds for the use of division heads were created to provide up-to-date information for decision-making and control.

### **Salaries & Wages**

The largest proportion of the

budget is directed to compensation for Library personnel, but its percentage has declined from 61.64 percent in 1990/91 to its current low of 57.80 percent in 1993/94 as a result of the reallocations to Collections and one-time funding for the Library Automation Project.

Salary negotiations for the Faculty Association's 1993/94 contract produced a 1 percent general wage increase for the professional librarians effective January 1, 1994. Funding for this increase had to be found from within the Library's existing salary budget, already reduced by the Electronic Library reallocation. Another vacant librarian position was given up permanently to fund the 1993/94 salary increase.

The Operating Budget for 1994/95 remains uncertain as the two major Library employee bargaining units negotiate contracts that take effect early in 1994/95. Budget guidelines indicate that, as in 1993/94, any salary increases resulting from these negotiations will have to be funded from within the existing Library budget. Positions falling vacant during the year are being held wherever feasible in anticipation of the settlement so that layoffs can be avoided if possible.

### **Supplies, Services & Equipment**

Internal University financing was arranged to replace 20 of the Library's oldest public photocopiers and assist with the purchase of an additional 17 copiers to support anchoring of journals in the Science and Life Sciences areas. The third and final installment of one-time



funding for the Library Automation Project was paid out in 1993/94 to complete development of the new circulation system and upgrading of the online catalogue. One-time salary savings from positions vacant during the year were redirected primarily to the purchase of computer equipment and ergonomic workstation furniture for staff, and replacement of the Library's second 15-year-old delivery van.

#### **Cost Recoveries**

Gross cost recoveries in 1993/94 increased only 2.8 percent over those for 1992/93, and were largely accounted for by increased service volumes in Copy Services, PATSCAN, and library fines processing. Higher service volumes resulted in higher expenses to deliver the services, offsetting the revenue increases. Cash handling procedures and documentation in the Library's major service locations were reviewed. Acceptance of credit and debit card payment was expanded to the Main Library Circulation Division to accommodate the increased activity in library fines. Bookkeeping procedures were established for the new fee-based document delivery service introduced system-wide in early 1994/95.

#### **Budget Increases in 1994/95**

The new fiscal year brought some additions to the budget from special University funds:

The Enrollment Growth (Access) Fund established \$13,000 in continuing support for the Main Library monitors program, following a successful trial period in 1993/94. It also funded a new

permanent LA 3 position for the University Archives to assist with the increased responsibilities of the records management program.

The Disabled Employee Assistance Fund matched funding allocated from Library Copy Service revenues to purchase a photocopier suitable for users in wheelchairs.

A \$39,600 one-time grant from the University's Special Equipment Fund is enabling the Library to provide one more year of free dial-in access for all users of UBCLIB, the Library's on-line catalogue.

#### **Grant Funding**

Grants are playing an increasingly important role in funding services and projects which would otherwise be beyond the limits of the Operating Budget's resources. Benefits from successful applications over the past year include:

##### **Classroom Enhancement**

##### **Appropriations Fund**

\$24,800 for repair of 650 study chairs in Sedgewick

\$5,100 for replacement of 85 study chairs in Woodward Library

##### **Minor Capital Budget**

\$95,000 for compact shelving for Storage Collections in the Library Processing Centre

##### **Teaching & Learning Enhancement Fund**

\$19,133 for continuation and expansion of the Electronic Resources Teaching Program





\$7,807 for the Library Gopher Project

\$17,603 for the Multi-Media Talking Book Project: recording *The Enjoyment of Music*, 6th ed. (1990) by Joseph Machlis and Kristine Forney

**BC Ministry of Employment and Investment, Science & Technology Division**

\$65,900 for continued support for the PATSCAN service

**Law Foundation of British Columbia**

\$6,424 for an ARIEL workstation for the Law Library, requested by the UBC Faculty of Law

**Canadian Council of Archives**

\$3,000 for an academic internship in the Special Collections & University Archives Division for a student in the School of Library, Archival & Information Studies

\$2,795 for the Nitrate Negative Identification & Treatment Program in the Special Collections & University Archives Division

**National Library of Canada**

\$44,094 for continued support for the Cataloguing in Publication program

**National Library of Canada. Adaptive Technology for Libraries Program**

\$6,548 for a scanner workstation with voice output and screen enlargement, and a closed circuit magnifying TV for the Crane Library

**Social Sciences and Humanities**

**Research Council of Canada**

\$25,000 for development of the South Asian collection

\$26,000 for acquisition of materials relating to 19th century women authors of Great Britain and Ireland



## GOALS & PLANS FOR 1994/95

### 1. Services

#### The Electronic Library

- ◆ To continue to develop instructional programs to assist faculty and students to develop skills necessary to access the variety of electronic information resources available from within the UBC Library and through its gateways to other information providers.
- ◆ To continue to increase and upgrade the equipment needed to access information.
- ◆ To work with the University community to create an electronic text center in the Library.
- ◆ To continue to develop the service model for Phase I of the Koerner Library and the units remaining in the Main Library Building, including a plan for the move of collections from the Main Library to the new Koerner Library.
- ◆ To review the management of the Fine Arts and Music Libraries and the Special Collections and University Archives Division.
- ◆ To continue to evaluate the Library's Copy Services and implement appropriate enhancements.
- ◆ To develop a plan to eliminate the General Purpose Operating Fund subsidy for interlibrary loans.

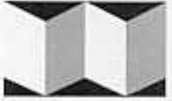
#### Review of Services

- ◆ To continue to review services in response to the Library's strategic plan, user feedback, and declining resources.
- ◆ To implement the recommendations of the review committee on services to the disabled, and to participate in the external review of the Library.
- ◆ To implement new performance measures for Library services which reflect the use of and activities for the print, non-print and electronic collections.
- ◆ To continue to review human resources allocations in order to meet service requirements and changing client needs effectively.

### 2. Collections

- ◆ To expand the Electronic Library by acquiring more materials in electronic format, increasing remote and networked access, and mainstreaming the acquisition and maintenance of electronic materials into existing library procedures.
- ◆ To strengthen the faculty liaison program in order to maximize the relevance of the collections held in the Library to the needs of the university and to move toward increased ease-of-access for less frequently needed materials which are not owned.
- ◆ To continue to build the collections in the special areas of the Library, where the Library is a resource to the





larger research community, supplementing Library funding with grant funding and gifts of materials or funds.

- ◆ To keep the collection policies up-to-date and to complete the initial round of consultation with the faculty about these policies.
- ◆ To explore cooperative collection development and resource sharing with other libraries for both print and electronic materials.

#### **Preservation**

- ◆ To develop a greater awareness within the Library of the need to preserve the collections, and the ways in which this can be accomplished.
- ◆ To continue to produce preservation microfilm sets to the national standards which we helped to promulgate as part of the Canadian Cooperative Preservation Project (1990-1993), and to evaluate preservation microfilming proposals from throughout the Library system.
- ◆ To foster observance of the standards and procedures of preservation microfilming in the wider library and archives community.
- ◆ To monitor and participate in digitization projects.
- ◆ To continue to address the safety and personal security concerns of the people working throughout the Library system.
- ◆ To complete the revision of the Library's disaster preparedness plan.

#### **University Archives**

- ◆ To work with the University Archives and Records Management Advisory Committee to: complete the development of draft schedules for administrative records; establish a University Records Disposition Committee to provide formal institutional approval for both the destruction of University records and also records schedules as they are developed; develop a policy for the provision of records management services; promote the development of a central storage facility for inactive University records as part of a comprehensive records management program.
- ◆ To create a new file on UBCLIB for institutional records which incorporate the Rules for Archival Description.
- ◆ To undertake a pilot photographic imaging project to determine the feasibility of a larger project.
- ◆ To explore other possibilities for providing additional University Archives information (e.g. holdings information, finding aids and records schedules) on-line.
- ◆ To coordinate the development of a divisional preservation strategy which will include, amongst other elements, the formulation of a disaster preparedness plan as well as the implementation of recommendations arising from the Nitrate Negative Identification Project.



- ◆ In consultation with archivists at Simon Fraser University and the University of Victoria, to develop and implement an access policy for institutional records in the physical custody of the University Archives under the terms of the Freedom of Information and Protection of Privacy legislation.
- ◆ To continue the program of upgrading and standardizing finding aids and develop general guides to help promote effective and efficient access to information in the University Archives.
- ◆ To produce brochures and other general information products to help disseminate information about the programs of the University Archives.

### 3. Access

#### Technical Services

- ◆ To complete the physical preparation of the cataloguing backlog so that it can be stored ready to circulate in the major branches until recalled for cataloguing.
- ◆ To continue to improve security of the unprotected portions of the publicly-accessible collections.
- ◆ To continue and complete the internal reorganization of the Catalogue Division.
- ◆ To continue to maintain essential services while adjusting to diminishing staff resources.

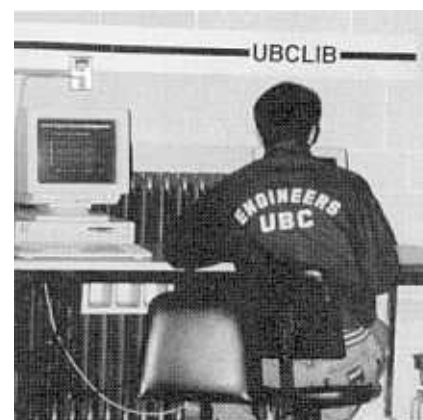
### 4. Place

#### Automation & Technology

- ◆ To prepare and issue a Request for Proposals for a library system that will support major library applications, especially cataloguing, acquisitions, serials management.
- ◆ To identify financial options to support the Library's growing information infrastructure; and to proceed with implementing the most appropriate one(s).
- ◆ To continue with the addition of new workstations, and the replacement of old equipment, for both staff and public use.
- ◆ To proceed with the acquisition and installation of specialized commercial systems and services to support various subject-oriented database and information requirements. A likely project in this area is the Silverplatter ERL system.
- ◆ To develop appropriate systems and equipment strategies that will address the increasingly complex and varied requirements of client-based software for different systems and services. This includes the local UBCLIB system, Gopher and WWW-based clients, and more proprietary products from various vendors.

#### Library Space

- ◆ To continue work on the Phase I building, once the construction contract has been awarded.
- ◆ To complete the project to install additional compact storage in the Library Processing Centre.







- ◆ To consider the installation of additional compact storage, or the possibility of storage beyond the Library, as a means of relieving the severe lack of space experienced in all locations in the Library system.

## 5. People

- ◆ To strengthen the Library's commitment to staff training and development through continued implementation of the Staff Training and Development Plan, in particular at the level of career development.
- ◆ To develop a draft career plan for librarians which recognizes new roles and responsibilities.
- ◆ To review and improve Library human resources procedures, systems, and records and to make effective use of microcomputer applications.
- ◆ To evaluate and review the Library's performance appraisal system.

## 6. Partner

### Development & Community Support

- ◆ To raise the remaining \$5 million needed for Phase I of the Koerner Library.
- ◆ To increase donations for the case statement projects.
- ◆ To increase donations for the

Collections Enrichment Endowment Fund.

## 7. Funding

- ◆ To continue working towards the objective of restoring the Library to its former position as one of the top 20 research libraries in North America.

### Financial Management

- ◆ To continue revising the Library's accounts and budget allocations as required to reflect changes arising from service reviews and restructuring.
- ◆ To collaborate with the Internal Audit Dept. and Financial Services in the development of a training program in cash handling for use throughout the University.
- ◆ To continue the training of Library managers in the use and interpretation of financial data.
- ◆ To establish procedures for the collection and remittance of CANCOPY royalties.



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**Appendix A - Part I**

**SIZE OF COLLECTIONS — PHYSICAL VOLUMES**

	<b>MARCH 31/93</b>	<b>ADDITIONS</b>	<b>DELETIONS</b>	<b>RELEGATED TO STORAGE</b>	<b>MARCH 31/94</b>
Asian Library	265,500	20,162	0	13,327	272,335
Biomedical Branch Library	36,476	1,591	1,379	0	36,688
Catalogue Division	6,048	100	35	0	6,113
Crane Library	13,666	1,621	0	0	15,287
Data Library	961	38	0	0	999
Education Library	131,469	8,650	312	5,767	134,040
Fine Arts Library	140,796	3,272	1	(3)	144,070
Government Publications	16,964	1,899	74	(1)	18,790
Hamber Library (CGSH)	13,585	553	0	0	14,138
Humanities & Social Sciences Division	71,843	2,484	19	(1)	74,309
Lam Library	0	46,968 <sup>1</sup>	34	0	46,934
Law Library	165,186	7,215	8	304	172,089
MacMillan Library	69,214	2,374	94	390	71,104
Main Library	1,139,760	50,823	28,468 <sup>1</sup>	1,922	1,160,193
Map Library	10,475	250	2	0	10,723
Mathematics Library	35,927	1,313	0	570	36,670
Music Library	65,096	1,968	4	0	67,060
St. Paul's Library (SPH)	10,479	639	0	0	11,118
Science & Engineering Division	33,427	588	50	0	33,965
Sedgewick Library	200,442	6,667	2,797	0	204,312
Special Collections Division	101,529	1,460	0	900 <sup>2</sup>	102,089
Woodward Biomedical Library	366,671	9,313	416	2,262	373,306
<b>SUBTOTAL</b>	<b>2,895,514</b>	<b>169,948</b>	<b>33,693</b>	<b>25,437</b>	<b>3,006,332</b>
Storage Collections	361,762 <sup>3</sup>	-	-	25,437	387,199
<b>TOTAL</b>	<b>3,257,276</b>	<b>169,948</b>	<b>33,693</b>	<b>-</b>	<b>3,393,531</b>

<sup>1</sup> The David Lam Management Research Library became part of the UBC Library system in 1993. The figure for volumes added to the Lam Library collection is composed of volumes transferred from Main Library and volumes held by the Lam Library when it became part of the UBC Library system.

<sup>2</sup> This figure includes manuscripts that had been in Special Collections storage but not previously measured.

<sup>3</sup> The change in the storage figure from 1992/93 to 1993/94 reflects a more accurate count of items held in storage throughout the Library system.



## Appendix A – Part II

### SIZE OF COLLECTIONS — ITEMS IN STORAGE

	IN STORAGE MARCH 31 1994	IN STORAGE MARCH 31 1993	MOVED TO STORAGE
Asian Library	18,000	4,673	13,327
Biomedical Branch Library	0	0	0
Catalogue Division	0	0	0
Crane Library	0	0	0
Data Library	0	0	0
Education Library	6,267	500	5,767
Fine Arts Library	13,952	13,955	(3)
Government Publications Division	0	1	(1)
Hamber Library	0	0	0
Humanities & Social Science Division	3,742	3,743	(1)
Lam Library	0	0	0
Law Library	7,609	7,305	304
MacMillan Library	20,841	20,451	390
Main Library	241,146	239,224	1,922
Map Library	0	0	0
Mathematics Library	8,126	7,556	570
Music Library	0	0	0
St. Paul's Library	0	0	0
Science & Engineering Division	1,705	1,705	0
Sedgewick Library	0	0	0
Special Collections Division	900 <sup>1</sup>	0	900
Woodward	64,911	62,649	2,262
<b>TOTAL</b>	<b>387,199</b>	<b>361,762</b>	<b>25,437</b>

<sup>1</sup> Number of metres.



## Appendix B

### GROWTH OF COLLECTIONS

	MARCH 31, 1993	NET GROWTH	MARCH 31, 1994
Air Photos	1,042	3	1,045
Aperture Cards	2,589	0	2,589
CD-ROM Discs	311	226	537
Computer Tapes	831	-79	752
Databases online <sup>1</sup>	-	-	27
Documents - Uncatalogued	793,798	19,301	813,099
Films	918	1	919
Filmstrips	2,845	9	2,854
Large Print & Braille Volumes	8,890	214	9,104
Manuscripts <sup>2</sup>	2,874	35	2,909
Maps	191,835	1,934	193,769
Microcards (cards)	111,680	0	111,680
Microcomputer Discs	671	328	999
Microfiche (sheets)	2,792,675	149,966	2,942,641
Microfilm (reels)	103,131	1,579	104,710
Microprint (sheets)	1,087,670	0	1,087,670
Photographs	320,693	5,100	325,793
Pictures	65,431	767	66,198
Serial Subscriptions <sup>3</sup>	25,806	(1,366)	24,440
Slide/Tape Shows	112	0	112
Slides	31,974	0	31,974
Sound Recordings	122,802	3,144	125,946
Transparencies (sets)	1,482	0	1,482
Video Tapes	4,497	724	5,221
Videodiscs	5	7	12
Volumes - Catalogued	3,230,185	124,190	3,354,375

<sup>1</sup> Online databases were not included in past years.

<sup>2</sup> Thickness of files in metres.

<sup>3</sup> Includes periodical subscriptions, monographic series and sets. 18,669 are purchased; 5,771 are gifts or exchanges.



### Appendix C

## LIBRARY OPERATING EXPENDITURES

FISCAL YEARS APRIL/MARCH

YEAR	SALARIES & WAGES	COLLECTIONS	BINDING	OTHER	GROSS EXPENDITURES	COST RECOVERIES	NET EXPENDITURES
1990/91	12,706,989 (61.64)	5,898,405 (28.61)	244,422 (1.19)	1,765,675 (8.56)	20,615,491	944,463	19,671,028
1991/92	12,730,853 (61.13)	6,111,422 (29.34)	267,970 (1.29)	1,716,095 (8.24)	20,826,340	1,019,300	19,807,040
1992/93	13,502,655 (58.45)	6,735,336 (29.16)	258,481 (1.12)	2,604,148 (11.27)	23,100,620	1,296,117	21,804,503
1993/94	13,726,868 (57.80)	7,541,116 (31.76)	235,432 (0.99)	2,244,024 (9.45)	23,747,440	1,404,708	22,342,732

- ◆ As in previous years, only expenditures from the Library's own GPOF budget are included in the above. Excluded are:
  - Faculty of Commerce expenditures in support of the David Lam Library.
  - Expenditures for library materials by other campus units, for example for departmental reading rooms.
  - Expenditures from library grant and trust funds. Collections expenditures from library grant and trust funds in 1993/94 amounted to \$273,011.
- ◆ Percentage figures in parentheses relate to total spending independent of Cost Recoveries. For 1993/94 Cost Recoveries were:
 

Internal	\$167,929
External	\$1,043,032
Fines	\$193,747
- ◆ Collections expenditures for years prior to 1992/93 are shown net of fines revenues, as published in the Reports for those years.
 

Gross fine revenues in those years were:	1990/91	92,923
	1991/92	136,252
- ◆ "Other" expenditures include non-recurring equipment acquisitions which vary considerably from year to year.
- ◆ The Library's GPOF expenditures for 1993/94 were 6.40% of the University's GPOF expenditures.



## Appendix D

### RECORDED USE OF LIBRARY RESOURCES YEARS ENDING MARCH 31

	1991/92	1992/93 <sup>1</sup>	1993/94 <sup>1</sup>	% INCREASE/ DECREASE VS 1992/93
<b>GENERAL CIRCULATION <sup>2</sup></b>				
<b>MAIN LIBRARY</b>				
Main Stacks, Fine Arts &				
Government Publications	737,369	656,364	1,042,336	
Extension	6,025	6,671	6,780	
Map	14,833	17,571	16,294	
Reserves	0	23,410	20,706	
Special Collections	16,869	19,793	19,956	
<b>SUBTOTAL</b>	775,096	723,809	1,106,072	52.81%
<b>BRANCH LIBRARIES</b>				
Asian	29,606	29,867	58,531	
Biomedical Branch	21,861	23,661	22,131	
Crane	2,240	2,376	1,937	
Education Library	146,196	169,590	296,935	
Hamber	32,606	34,240	22,728	
Lam	0	0	44,808	
Law	101,072	99,982	137,066	
MacMillan	41,240	45,311	70,688	
Mathematics	26,212	27,083	56,206	
Music	55,808	59,118	89,703	
St. Paul's	20,286	21,439	24,205	
Sedgewick	298,252	290,218	420,176	
Social Work Outreach Office	0	486	0	
Woodward	187,714	201,516	254,847	
<b>SUBTOTAL</b>	963,093	1,004,887	1,499,961	49.27%
<b>USE OF RECORDINGS &amp; DATA FILES</b>				
Data Library tape mounts & online access	3,873	4,880	4,064	
Wilson	183,027	85,532		60,932
Music	50,386	50,459	52,732	
<b>SUBTOTAL</b>	237,286	140,871	117,728	-16.43%
<b>DOCUMENT DELIVERY</b>				
Health Sciences Network	46,679	51,966	46,648	
<b>INTERLIBRARY LOANS</b>				
To Other Libraries	30,993	32,915	33,513	
From Other Libraries	12,497	14,470	16,335	
<b>TOTAL INTERLIBRARY LOANS</b>	43,490	47,385	49,848	5.20%
<b>GRAND TOTAL</b>	2,065,644	1,968,918	2,820,257	43.24%
<b>(GENERAL CIRCULATION &amp; INTERLIBRARY LOANS)</b>				

<sup>1</sup> Figures have been calculated according to the Fiscal Year ending March 31.

<sup>2</sup> The high increase in recorded use of the collection from 1992/93 to 1993/94 can be attributed to the new circulation system and policy implemented in 1993. Self service renewals allow users to renew material online, thereby dramatically increasing the total transactions reported above. The Library's new fine policy contributed to more items being returned sooner, allowing greater use of the collection by more users.





**Appendix E**  
**INTERLIBRARY LOANS**  
 YEARS ENDING JUNE 30

	1991/92	1992/93	1993/94	% INCREASE/ DECREASE VS 1992/93
<b>TO OTHER LIBRARIES</b>				
<b>ORIGINAL MATERIALS</b>				
General	11,307	11,357	7,225	
Federation Information Network	698	577	586	
B.C. Post-Secondary Library Network	4,272	3,996	4,230	
Bamfield Marine Station	27	65	74	
<b>SUBTOTAL</b>	16,304	15,995	12,115	
<b>FILMS</b>	313	313	308	
<b>TAPED BOOKS</b>	206	195	115	
<b>PHOTOCOPIES</b>				
General	4,006	5,252	10,017	
Federation Information Network	214	170	146	
B.C. Post-Secondary Library Network	9,772	10,754	10,580	
Bamfield Marine Station	178	236	232	
<b>SUBTOTAL</b>	14,170	16,412	20,975	
<b>TOTAL INTERLIBRARY LENDING</b>	30,993	32,915	33,513	+2.0%
<b>FROM OTHER LIBRARIES</b>				
<b>ORIGINAL MATERIALS</b>	3,230	4,190	4,243	
<b>FILMS</b>	259	215	300	
<b>TAPED BOOKS</b>	18	39	16	
<b>PHOTOCOPIES</b>	8,990	10,026	11,776	
<b>TOTAL INTERLIBRARY BORROWING</b>	12,497	14,470	16,335	+13.0%



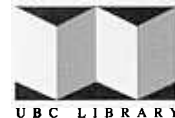
## Appendix F

### HEALTH SCIENCES LIBRARY NETWORK

JULY 1993 - JUNE 1994

#### INTERBRANCH LOANS

	ORIGINAL MATERIAL	PHOTOCOPIES	TOTAL	% INCREASE VS. 1992/93
<b>TO OTHER BRANCHES</b>				
Woodward	4,320	31,987	36,307	
Biomedical Branch	439	3,599	4,038	
Hamber	430	1,472	1,902	
St. Paul's	426	1,065	1,491	
Other U.B.C. Libraries	1,509	1,401	2,910	
<b>TOTAL</b>	7,124	39,524	46,648	10.24%
(1992/93)	(12,602)	(39,364)	(51,966)	
<b>FROM OTHER BRANCHES</b>				
Woodward	517	2,146	2,663	
Biomedical Branch	1,870	10,392	12,262	
Hamber	1,740	11,923	13,663	
St. Paul's	1,540	11,721	13,261	
Other U.B.C. Libraries	1,457	3,342	4,799	
<b>TOTAL</b>	7,124	39,524	46,648	-10.24%
(1992/93)	(12,602)	(39,364)	(51,966)	

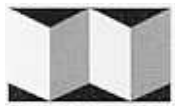


## Appendix G

## REFERENCE &amp; INFORMATION QUESTIONS ANSWERED

APRIL 1993 - MARCH 1994

	DIRECTIONAL QUESTIONS	REFERENCE QUESTIONS	RESEARCH QUESTIONS	TOTAL QUESTIONS	% INCREASE DECREASE VS. 1992/93
<b>MAIN LIBRARY</b>					
Fine Arts	936	5,136	1,386	7,458	
Government Publications	688	29,000	1,222	30,910	
Humanities & Social Sciences	2,238	30,548	2,961	35,747	
Information Desk	19,134	40,247	0	59,381	
Map	1,368	3,425	375	5,168	
Patscan	0	0	880	880	
Science & Engineering	877	9,521	682	11,080	
Special Collections	5,970	13,312	4,718	24,000	
<b>SUBTOTAL</b>	31,211	131,189	12,224	174,624	2.23%
(1992/93)	(39,621)	(126,808)	(12,186)	(178,615)	
<b>BRANCH LIBRARIES</b>					
Asian	1,853	6,431	1,735	10,019	
Biomedical Branch	6,607	9,686	395	16,688	
Crane	1,427	1,431	660	3,518	
Data Library	294	773	237	1,304	
Education Library	8,272	23,165	1,491	32,928	
Hamber	4,473	5,487	4,214	14,174	
Lam	2,895	5,532	429	8,856	
Law	8,021	8,985	3,973	20,979	
MacMillan	2,741	7,707	2,138	12,586	
Mathematics	1,602	1,060	402	3,064	
Music	2,723	9,894	72	12,689	
St. Paul's	9,026	15,846	1,761	26,633	
Sedgewick	13,238	19,444	161	32,843	
Social Work Outreach Office	80	313	30	423	
Wilson	309	1,806	114	2,229	
Woodward	8,127	25,631	6,488	40,246	
<b>SUBTOTAL</b>	71,688	143,191	24,300	239,179	-1.68%
(1992/93)	(62,780)	(156,984)	(23,494)	(243,258)	
<b>GRAND TOTAL</b>	102,899	274,380	36,524	413,803	-1.91%
(1992/93)	(102,401)	(283,792)	(35,680)	(421,873)	



## Appendix H

### CD-ROM & ONLINE DATABASES AVAILABLE IN THE UBC LIBRARY

#### SCIENCES

##### GENERAL & MULTIDISCIPLINARY

Canadian News Index (1982-)  
Directory of Statistics in Canada (1985-)  
Dissertation Abstracts (1861-)  
Expanded Academic Index (Current 3 years)  
General Science Index (via SFU & GATE)  
Microlog  
NTIS National Technical Information Service (1980-)  
SciDex (1948-) Indexes Scientific American articles  
UNCOVER (Fall 1988-) Multidisciplinary index to 10,000+ journals

##### AGRICULTURE

AGRICOLA Agricultural online access (1970-)  
AGRIS (1975-) Index to FAO publications  
Biological & Agricultural Index (via SFU & GATE)  
CABCD (1984-) International forestry & agriculture publications

##### TECHNOLOGY

Applied Science & Technology Index (1983-)  
Compendex Plus (1986-)  
Current Contents on Diskette: Engineering, Technology & Applied Sciences (Current 2 months)  
Ei Page One (1986-) Engineering  
INSPEC (1989-) Electrical Engineering, Physics & Computer Science  
Metadex (1985-) Metals & Materials  
MINIFILE B.C. mineral deposit data

##### FORESTRY

CABCD (1984-) International forestry & agriculture publications  
TREECD (1932-92) Forestry & the forest industry

##### LIFE SCIENCES

Biological Abstracts (1900-)  
Biological & Agricultural Index (via SFU & GATE)  
Chem Bank  
CINAHL: Cumulative Index to Nursing & Allied Health Literature (1983-)  
Current Contents: Life 1200 (current 10 issues)  
Expanded Life Sciences  
HaPI Health and Psychosocial Instruments (1985- with many earlier measures)  
Health (1975-)  
Medline (1966-)  
Osh-Rom  
Pest Bank  
Poltox  
Waves (1800-)

##### MATHEMATICS

Math/Sci (current 10 years)

##### PATENTS

APS: Micropatent (1979-) US Patent abstracts  
CASSIS (1970-) US patent titles and abstracts  
FIRST (1990) European patent abstracts  
FullText/PatentImages (1990-) Full text US patents with images

**PHYSICAL SCIENCES**

Current Contents on Diskette: Physical, Chemical and Earth Sciences (Current 2 months)  
 Environment Abstracts (1971-)  
 GEOREF -Bibliography and Index of Geology (1785-)  
 INSPEC (1989-) Electrical Engineering, Physics and Computer Science  
 Meteorological & Geophysical Abstracts (1974-)  
 Oceanographic and Marine Resources  
 Water Resources Abstracts (1967-)  
 World Weather Disk

**HUMANITIES AND SOCIAL SCIENCES****GENERAL**

AV Online (1900-)  
 Bibliographies (Dates vary)  
 Canadian News Index (1982-)  
 Directory of Statistics in Canada (1985-)  
 Dissertation Abstracts (1861)  
 Expanded Academic Index (Current 3 years)  
 Globe & Mail / Financial Times of Canada  
 Humanities & Social Sciences Index (via SFU & GATE)  
 Index of Chinese Journals  
 Microlog  
 Oxford English Dictionary  
 Robert Dictionary  
 Termium French/English bilingual dictionary  
 UNCOVER (Fall 1988-) Multidisciplinary  
 United Nations Documents & Publications Index

**BUSINESS**

ABI/Inform (1984-)  
 Canadian Business and Current Affairs (1982-)  
 Compustat Corporate Text (1987-)  
 Compustat PC Plus (1970-)  
 Corporate and Industry Research Reports (1979-1991)  
 Institutional Brokers Estimate System  
 NTDB: The National Trade Data Bank (1990-)  
 World Trade Database (1980-1991)

**EDUCATION**

Canadian Education Index (1985-)  
 Children's Reference Plus (1992)  
 Compton's Multimedia Encyclopedia (1991)  
 Current Index to Journals in Education CIJE (1969-)  
 Education Index (via SFU & GATE)  
 ERIC (1983-) Equivalent of RIE and CIJE  
 ONTERIS Educational Research reports from OISE (1969-1991)  
 Resources in Education RIE (1966-)

**FINE ARTS**

Art Index (1984-)  
 Art Bibliographies Modern  
 Avery Index to Architectural Periodicals  
 Canadian Heritage Information Network

**HUMANITIES**

America: History & Life  
 Columbia Granger's World of Poetry (1974-)



Eighteenth Century Short Title Catalogue  
Historical Abstracts  
Index to Pre-1900 English Language Canadian Culture & Literature Magazines  
Linguistics and Language Behavior Abstracts (1974-)  
MLA International Bibliography (1981-)  
Oxford English Dictionary  
Perseus (Ancient Greek history, literature and art)

**LAW**

Canadian Master Tax Guide  
Canadian OSH Legislation Disk  
Consolidated Statutes of B.C.  
Directory of Chinese International & Business Regulations  
Dominion Tax Cases  
Electronic Tax Library  
Index to Legal Periodicals (1981-)  
Justis Celex: European Community Law  
LegalTrac (Early 1980s-)  
Tax and Commercial Laws of the World  
TIARA: Treaties & International Agreements Researchers' Archive

**MUSIC**

Music Catalog  
Music Index (1981-)  
OCLC Music Library  
RILM Index

**SOCIAL SCIENCES**

Anthropological Literature  
Bibliography of Native North Americans  
British House of Commons Parliamentary Papers Index (1991/92)  
Canadian Business and Current Affairs (1982-)  
Canadian Politics Bibliography (part of Bibliographies file)  
Countries of the World  
Earth Summit  
E-Stat (Canadian Statistical Data)  
EconLit (1969-)  
Electromap World Atlas (1989)  
Eurocat  
Geopedia  
Global Relief  
Linguistics and Language Behavior Abstracts (1974-)  
Map Expert  
OMNI Gazetteer of the USA  
PC Globe and PC USA: World Statistical Information  
PCensus-Canada (1991 Census)  
PCensus: Desktop Demographics (from 1981 and 1986 Censuses of Canada)  
PCensus-USA (1990 Census)  
PscLIT (1974-)  
PscInfo (1980-)  
Social Work Abstracts Plus (1977-)  
Sociofile (1974-)  
Software Toolworks United States Atlas  
SportDiscus (1972-)  
Statistical Masterfile (Various dates)  
Street Atlas USA (1991)  
Surface Water Data



## Appendix I

### ORIENTATION TOURS & INSTRUCTIONAL SESSIONS

APRIL 1993 - MARCH 1994

	UBC STUDENTS, FACULTY, STAFF				COMMUNITY GROUPS	
	Tours	Estimated Participants	Instructional Sessions	Estimated Participants	Tours/ Sessions	Estimated Participants
<b>MAIN LIBRARY</b>						
General	48	617	0	0	0	0
Fine Arts	1	2	23	558	11	66
Government Publications	1	7	15	112	4	71
Humanities & Social Sciences	0	0	203	1,410	0	0
Maps	1	15	1	7	2	27
Science & Engineering	7	67	25	167	11	26
Special Collections	7	46	4	37	10	31
<b>SUBTOTAL</b>	65	754	271	2,291	38	221
(1992/93)	(41)	(301)	(111)	(1,642)	(36)	(342)
<b>BRANCH LIBRARIES</b>						
Asian	0	0	8	168	114	315
Biomedical Branch	4	7	44	91	1	9
Crane	10	28	4	8	26	222
Data Library	0	0	4	52	0	0
Education Library	17	223	180	3,356	25	60
Hamber	27	53	99	142	1	2
Lam	1	50	9	220	1	25
Law	6	107	12	847	8	164
MacMillan	19	144	3	40	2	16
Mathematics	4	10	0	0	0	0
Music	13	49	0	0	0	0
St. Paul's	0	0	38	382	0	0
Sedgewick	25	417	74	325	1	24
Social Work Outreach Office	7	84	11	241	2	12
Woodward	35	364	173	920	2	17
<b>SUBTOTAL</b>	168	1,536	659	6,792	183	866
(1992/93)	(128)	(1,007)	(672)	(6,842)	(206)	(891)
<b>GRAND TOTAL</b>	233	2,290	930	9,083	221	1,087
(1992/93)	(169)	(1,308)	(783)	(8,484)	(242)	(1,233)





## Appendix J

### CATALOGUING & PRE-ORDER SEARCHING

April 1993 - March 1994

UNIT	1	2	3	4	5	6	7
Administration	587	38	625	131	756	9	0
Asian English	6	0	6	1	7	0	0
Chinese	4,539	1,212	5,751	187	5,938	77	861
Education/Sedg.	6,085	251	6,336	2,940	9,276	114	1,365
English	7,595	101	7,696	560	8,256	109	1,693
European	7,287	493	7,780	720	8,500	246	1,809
Indic/Law	7,051	186	7,237	350	7,587	73	1,219
Japanese	2,674	711	3,385	51	3,436	119	1,412
Korean	475	8	483	5	488	0	106
Music/Fine Arts	6,342	47	6,389	672	7,061	1,532	1,832
Sciences	17,373	276	17,649	2,313	19,962	158	2,043
Serials/AV	7,745	804	8,549	533	9,082	3,600	1,248
Slavic	796	210	1,006	13	1,019	10	503
Other (Theses)	0	396	396	0	396	0	0
<b>TOTAL</b>	<b>68,555</b>	<b>4,733</b>	<b>73,288</b>	<b>8,476</b>	<b>81,764</b>	<b>6,047</b>	<b>14,091</b>

#### Column definition:

- 1 Derived cataloguing
- 2 Original cataloguing
- 3 Total new titles catalogued
- 4 Added copies and volumes
- 5 Total titles catalogued
- 6 Revisions
- Pre-order searching



## Appendix K

### LIBRARY ORGANIZATION

1993/94

#### ADMINISTRATION

##### Library Administration

Patrick, Ruth J.	University Librarian (medical leave March 1994 - August 1994)
Keate, Heather	Assistant University Librarian for Public Services
	Acting University Librarian (February 1994 - August 1994)
Baldwin, Nadine	Assistant University Librarian for Technical Services (May 1993 - April 1995)
Jeffreys, Anthony	Assistant University Librarian for Collections (to December 1993)
de Bruijn, Erik	Assistant University Librarian for Administrative Services (LWOP September 1993 - March 1994)
Owen, Brian	Systems Manager
Turner, Ann	Financial and Budget Manager

##### Coordinators & Managers

Ashford, Lesley	Library Development Officer
Colenbrander, Hilde	Electronic Information Services Coordinator (January 1994 - December 1995)
Dodson, Suzanne	Facilities and Preservation Manager
Friesen, Margaret	Collections Reorganization Project / Staff Development & Training Coordinator (July 1994 - June 1996)
Kreider, Janice	Coordinator of Collections (from July 1993)

#### ASIAN LIBRARY

Joe, Linda	Head
------------	------

#### CATALOGUE DIVISION

Omelusik, Nick	Head
----------------	------

#### CIRCULATION DIVISION

Crema, Leonora	Head
----------------	------

#### COLLECTIONS ACCOUNTING AND BUDGET DIVISION

Davidson, Joyce	Head
-----------------	------

#### CRANE LIBRARY

Thiele, Paul	Head
--------------	------

#### DATA LIBRARY

Colenbrander, Hilde	Head
---------------------	------

#### EDUCATION LIBRARY

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

#### FINE ARTS LIBRARY, MUSIC LIBRARY, MAP LIBRARY AND SPECIAL COLLECTIONS & UNIVERSITY ARCHIVES DIVISION

Burndorfer, Hans	Head
------------------	------



## Appendix K

### LIBRARY ORGANIZATION

1993/94

#### GIFTS & EXCHANGE DIVISION

Elliston, Graham

Head (to June 1994)

#### HUMANITIES & SOCIAL SCIENCES DIVISION AND GOVERNMENT PUBLICATIONS & MICROFORMS DIVISION

Godolphin, Jocelyn

Head

#### INTERLIBRARY LOAN DIVISION

Friesen, Margaret

Head (to June 1994)

Dunn, Patrick

Acting Head (July 1994 to June 1996)

#### LAM LIBRARY

Caskey, Elizabeth

Head

#### LAW LIBRARY

Shorthouse, Tom

Head

#### LIFE SCIENCES LIBRARIES

Biomedical Branch Library (VGH)

Hamber Library (Children's, Grace, Shaughnessy Hospitals)

St. Paul's Hospital Library

Woodward Biomedical Library

Van Reenen, Johann

Head

#### MACMILLAN LIBRARY

Brongers, Lore

Head

#### ORDER DIVISION

Baldwin, Nadine

Head

#### SCIENCE & ENGINEERING DIVISION AND MATHEMATICS LIBRARY

Stableford, Bonita

Head

#### SEDGEWICK LIBRARY AND WILSON RECORDINGS COLLECTION

Stevens, Julie

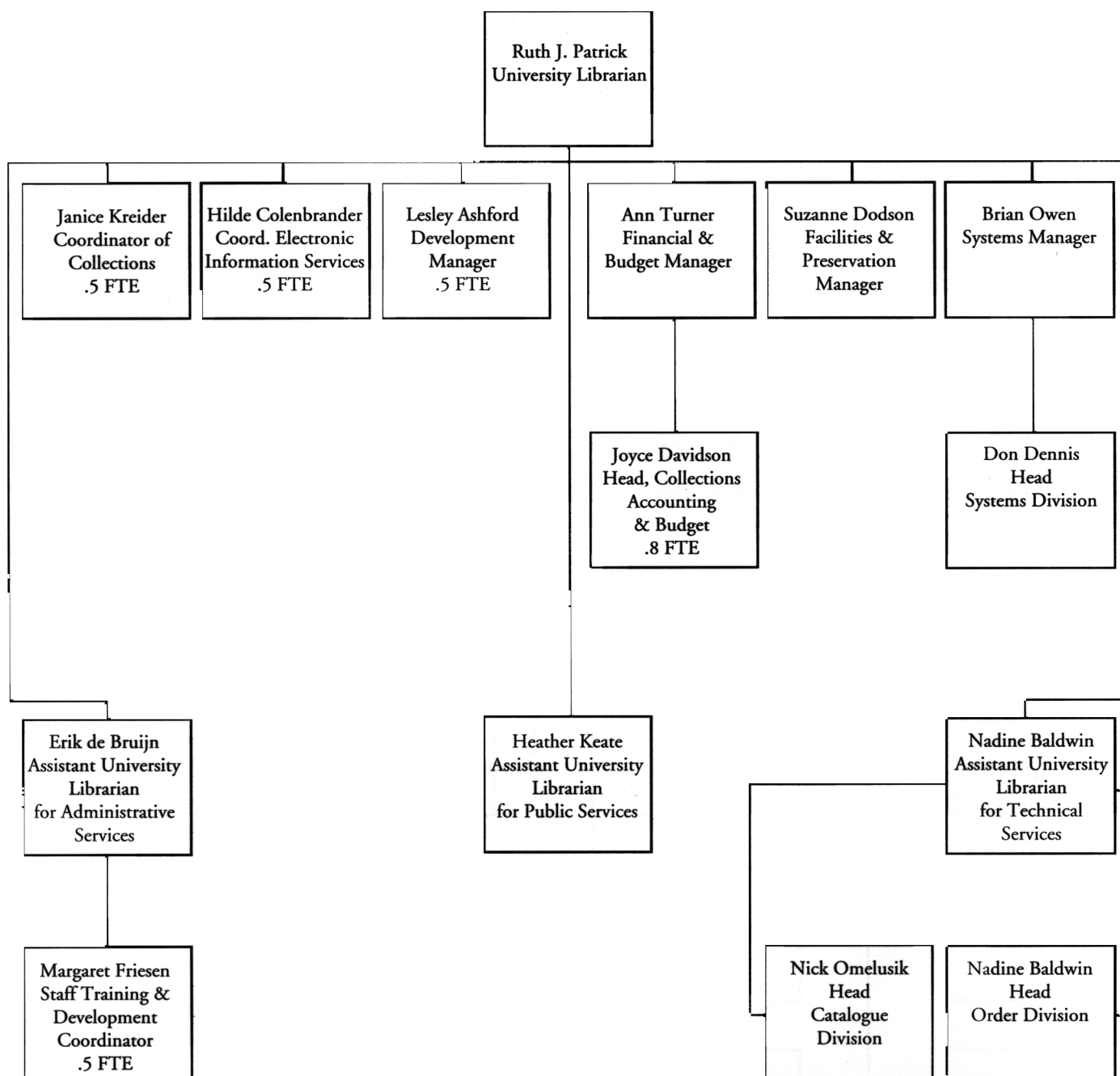
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## Appendix L

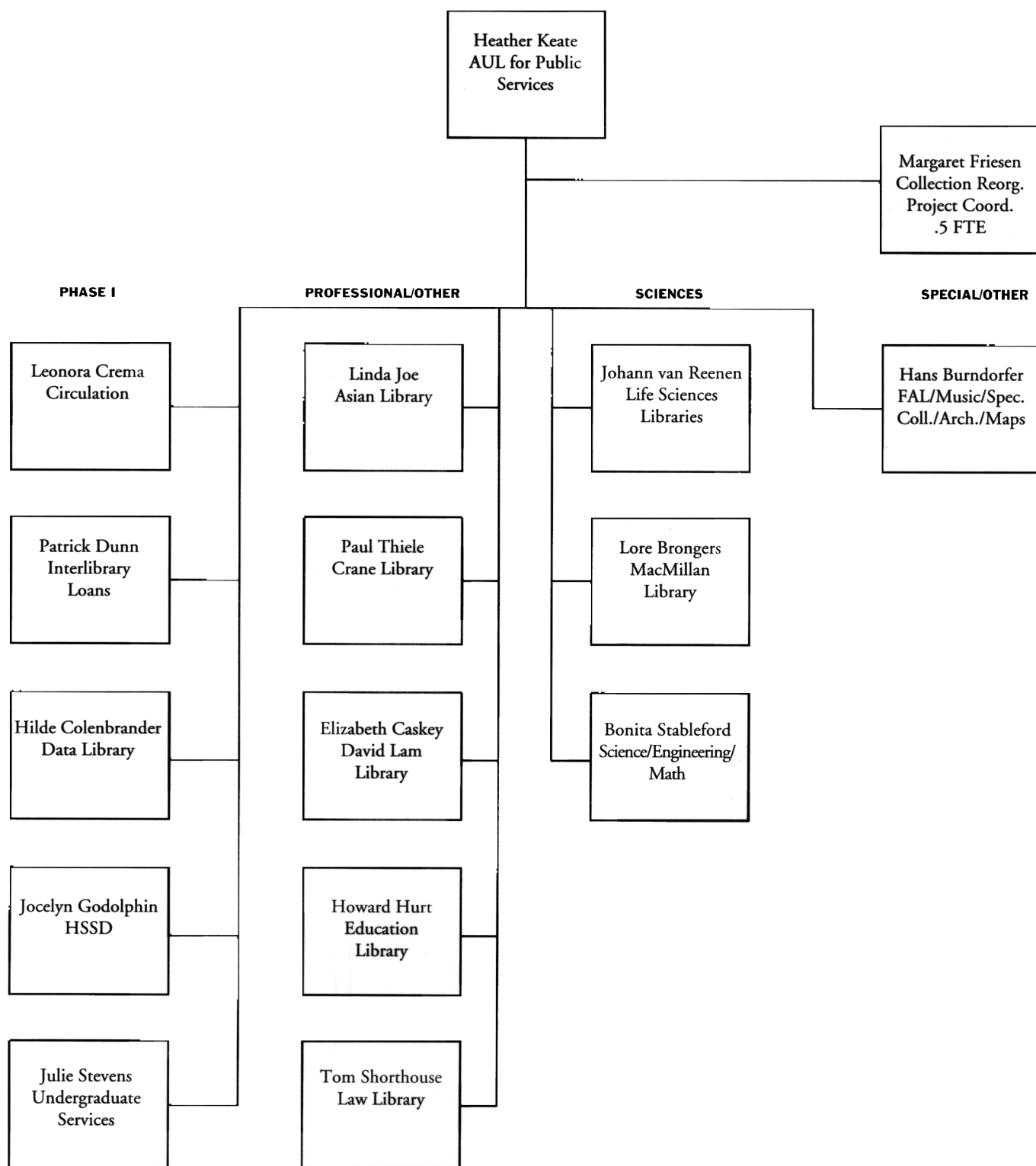
## LIBRARY ORGANIZATION

1993/94





**Appendix L**  
**LIBRARY ORGANIZATION**  
1993/94





## **Appendix M**

### **LIBRARY ADVISORY COMMITTEES**

Asian Library Advisory Committee

Data Library Advisory Committee

Faculty of Agricultural Sciences Library Committee

Faculty of Arts Library Advisory Committee

Faculty of Forestry Library Advisory Committee

Faculty of Law Library Advisory Committee

Information Resources and Services Committee (Education Library)

Life Sciences Libraries Advisory Committees

    Biomedical Branch Library Advisory Committee (VGH)

    Hamber Library Advisory Committee

    St. Paul's Hospital Library Advisory Committee

    Campus Programmes Advisory Committee

School of Music Advisory Committee

Science & Engineering Division Advisory Council

Senate Library Committee

University Archives & Records Management Advisory Committee



## **Appendix N**

### **STANDING LIBRARY COMMITTEES**

**1993 - 1994**

#### **CIRCULATION LIAISON GROUP STANDING COMMITTEE**

Chair: Leonora Crema

Members: Maureen Adams, Alannah Anderson, Eloisa Anton, Judy Atkinson, Darlene Bailey, Ursula Borejsza, Hilde Colenbrander, Leonora Crema, Florence Doidge, Erin Fitzpatrick, Linda Hilts, Rowan Hougham, Marcia Hsiao, Howard Hurt, Sally Jeon, Trudy Korth, Carol Linney, Pat Lysyk, Leslie McAuley, Ruth McLaren, Deborah Newstead, Tip Placzek, Sheila Porter, Lynne Redenbach, Barbara Saint, Joanne Savory, Jane Shinn, Sui C. Siu, Antoinette Steeves, Alfred Tse, Shui Yim Tse, Philomena Vacheresse, Sara Vergis, Linda Wensveen, Martha Whitehead, Patrick Willoughby, David Winter, Frances Wong, Judy Wright

#### **COLLECTIONS MANAGEMENT COUNCIL**

Chair: Janice Kreider

Members: Nadine Baldwin, Hans Burndorfer, Jennifer Forbes, Jocelyn Godolphin, Linda Joe, Heather Keate, Janice Kreider, Ruth Patrick, Lee Perry, Tom Shorthouse, Bonita Stableford, Ann Turner, Johann van Reenen

#### **HUMANITIES & SOCIAL SCIENCES COLLECTIONS DEVELOPMENT COMMITTEE**

Chair: Jenny Forbes

Members: Keith Bunnell, Mary-Beth Clark, Hilde Colenbrander, Jenny Forbes, Margaret Friesen, Jocelyn Godolphin, Joe Jones, Les Karpinski, Mary Luebbe, Jack McIntosh, Dorothy Martin, Julie Stevens

#### **LIBRARY PLANNING & MANAGEMENT COUNCIL**

Chair: Ruth Patrick

Members: Lesley Ashford, Nadine Baldwin, Hilde Colenbrander, Leonora Crema, Erik de Bruijn, Suzanne Dodson, Jocelyn Godolphin, Howard Hurt, Janice Kreider, Heather Keate, Nick Omelusik, Brian Owen, Ruth Patrick, Tom Shorthouse, Bonita Stableford, Julie Stevens, Ann Turner, Johann van Reenen

#### **PUBLIC CATALOGUES TASK GROUP**

Chair: Dan Heino

Members: Sheryl Adam, Susan Andrews, Lee Ann Bryant, Ann Doyle, Jocelyn Godolphin, Dan Heino, Kat McGrath, Nick Omelusik, Brenda Peterson, Tim Ross, Kirsten Walsh, Martha Whitehead, Joan Whitney, Patrick Willoughby, Deb Wilson

#### **PUBLIC SERVICE HEADS**

Chair: Heather Keate

Members: Lore Brongers, Hans Burndorfer, Elizabeth Caskey, Hilde Colenbrander, Leonora Crema, Margaret Friesen, Jocelyn Godolphin, Howard Hurt, Linda Joe, Heather Keate, Tom Shorthouse, Bonita Stableford, Julie Stevens, Paul Thiele, Johann van Reenen

#### **STAFF TRAINING & DEVELOPMENT COMMITTEE**

Chair: Margaret Friesen

Members: Sheryl Adam, Elizabeth Caskey, Leonora Crema, Erik de Bruijn (ex-officio), Margaret Friesen, Peggy Ng, Pamela Niblock, Margaret Price, Hélène Redding, Johann van Reenen, Nancy Wyatt

#### **SYSTEMS CHANGE CONTROL BOARD**

Chair: Ruth Patrick

Members: Nadine Baldwin, Hilde Colenbrander, Leonora Crema, Don Dennis, Jocelyn Godolphin, Dan Heino, Heather Keate, Brian Owen, Ruth Patrick





## **Appendix O**

### **SENATE LIBRARY COMMITTEE**

1993/94

Mr. John Banfield  
Dr. John Gilbert (Chair)  
Dr. John Gosline  
Dr. Sherrill Grace  
Dean John Grace  
Dr. Ken Haycock  
Mr. Byron Horner  
Dr. Donald Lyster  
Mr. Paul Marsden  
Ms. Margaret Price  
Mr. Marc Schaper  
Dean Nancy Sheehan  
Vice President K.D. Srivastava  
Dr. Sally Thorne  
Dr. Elvi Whittaker

#### **EX-OFFICIO**

Dr. R.J. Patrick, University Librarian  
Chancellor Robert H. Lee  
Dr. R.A. Spencer, Registrar & Director,  
Student Services  
President D.W. Strangway

#### **Terms of Reference**

1. 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 informed about the library needs of instructional and research staffs, and keeping the academic community informed about the Library.
2. To report to Senate on matters of policy under discussion by the Committee.
3. To recommend to the Senate with respect to rules on the management and conduct of the Library.



## **Appendix P**

### **PRESIDENT'S ADVISORY COUNCIL ON THE UNIVERSITY LIBRARY**

**1993/94**

Mr. Michael Audain  
Dr. Wallace Chung (Chair)  
Dr. Joanne Euster  
Mr. Haig de B. Farris  
Mr. Norm Francis  
Mr. Michael Koerner  
Mrs. Sherrill MacLaren  
Dr. Peter Millard  
Ms. Carole R. Moore  
Dr. Ruth J. Patrick  
Dr. P.R. Sandwell  
Dr. K.D. Srivastava  
Dr. Jonathan Wisenthal

#### **HONORARY MEMBERS**

Sir Frederick Dainton  
Dr. Cecil H. Green  
Dr. Neal Harlow  
Dr. Walter C. Koerner  
Dr. W. Kaye Lamb

#### **Terms of Reference**

The President's Advisory Council on the University Library assists the University President's office and the University Librarian in their efforts to strengthen and promote established areas of Library excellence and to build new strengths in support of developing university programs.

- i To examine, review and constructively criticize the Library's progress and plans.
- ii To represent the Library to the community, based on an understanding of its operation and plans for the future.



This report was edited by  
Erik de Bruijn, UBC Library

**Design & Production**  
UBC Library Graphics

**Published**  
Vancouver, BC 1995



