

SENATE LIBRARY COMMITTEE**Annual Report for FY 1993/94**

LIBRARY ACQUISITIONS FUNDING:

BUDGET CATEGORY	1992/93	1993/94
Monographs Base Allocation	850,700	946,000
Serials Base Allocation	<u>2,078,000</u>	<u>2,432,700</u>
Subtotal Base Allocation	2,928,700	3,378,700
University Contingency Funding	157,000	
Lohn Grant for Electronic Databases	<u> </u>	<u>90,000</u>
GRAND TOTAL FUNDING	3,085,700	3,468,700

Despite an increase in the base acquisitions budget of \$450,000 or 15.4 %, the 1993/94 acquisitions budget left the Library short by about \$150,000 in order to maintain its current serials subscriptions. Therefore the Library embarked on a serials cancellation project coordinated by the Senate Library Committee Serials Review Committee. Some 160 journal subscriptions were canceled while another 110 were moved to more appropriate department accounts. The cancellation quotas were met and a document delivery system was established for supplying copies of articles published in the canceled expensive journal titles. This project was undertaken on a rush basis and many faculty members spent many hours examining lists and consulting colleagues. Some departments are continuing to review the lists of serials in their discipline and are choosing to substitute new journals for titles which are of lesser importance to them.

SENATE LIBRARY COMMITTEE MEMBERSHIP, 1993/94**EX-OFFICIO MEMBERS:**

J. Munro, Chair, Vice President, Academic
B. Clayman, Acting Vice President, Research
T. Dobb, University Librarian
P. Baldwin, Associate Librarian
M. Layton, Dean of Continuing Studies Designate
P. Wrenn, Dean of Graduate Studies Designate

SENATE LIBRARY COMMITTEE MEMBERSHIP, 1993/94 (continued)

ELECTED MEMBERS:

D. Chunn (Criminology)
J. Driver (Archaeology)
K. Hoeflich (Student Senator)
R. Cameron (Applied Sciences)
C. Gerson (Arts)
G. Mauser (Business Administration)
L. Kanevsky (Education)
L. Berggren (Science)

REVISION OF LIBRARY LOANS REGULATIONS

The Senate Library Committee reviewed proposed changes to the Library Loans regulations on several occasions and passed motions regarding same. Library fines were changed on two occasions during 1993/94. The Senate Library Committee plans to review the new Loans Policy which was implemented beginning September 1993, at the end of the 1994 spring semester. Proposed modifications to the loan policy will be taken to a summer meeting of Senate.

ADJUSTMENT IN THE W.A.C. BENNETT LIBRARY'S OPENING HOURS

The Senate Library Committee reviewed a number of options to reduce the W.A.C. Bennett Library's opening hours. The review also included a number of written comments from students and faculty regarding library hours from a survey conducted by the Library. Hours had to be reduced as a cost avoidance measure, because safety regulations required more staff to be scheduled in the Library during late evening and weekend hours.

The Senate Library Committee approved the following four changes in hours:

1. Monday to Thursday hours changed from 800-2400 to 800-2200.
2. Friday hours changed from 800-2400 to 800-1800.
3. Saturday hours changed from 930-2400 to 1100-1800.
4. Sunday hours changed from 930-2400 to 1100-2200.

REPLACEMENT OF THE LIBRARY'S GEAC COMPUTER SYSTEM

The Senate Library Committee reviewed the proposed process for the acquisition of a new Library computer system. The Committee also reviewed the Library's Request for Proposal, heard summary reports regarding the short listed systems, and was given the opportunity to test the short listed computer systems.

RESOURCE ALLOCATION SUBCOMMITTEE

The Resource Allocation Subcommittee was established by the SLC at its November 1993 meeting to report on how the SLC could carry out its new responsibility to approve guidelines for the allocation of the Library materials budget between various fields of instruction and research. The Subcommittee looked at three approaches to developing allocation guidelines: (1) formula-based, (2) fixed percentage available for reallocation, and (3) determination based on collection size and collection usage. The Subcommittee recommended that the tools for developing and reporting usage data for our collection should be built into the new library computer system in accordance with the Subcommittee's report. The Subcommittee is continuing with its work.

PRESENTATIONS REGARDING INTER-LIBRARY LOANS

The Senate Library Committee heard several presentations about the re-organization of interlibrary loans services. After hearing SLC members opinions, the Library withdrew its proposal to establish user charges for inter-library loans and document delivery. The Library is proceeding with the establishment of several new document delivery services in the fall 1994 semester and will report back to the Senate Library Committee.

SIMON FRASER UNIVERSITY
W.A.C. BENNETT LIBRARY
MEMORANDUM

To: Paul Baldwin
Associate Librarian

From: Gisele Pomerleau
Head, Loans Division

Subject: Annual Report of the Library Penalties Committee
Date: July 18, 1994

The Library Penalties Appeal Committee met once during the 1993/94 fiscal year to consider patron appeals as follows:

December 6, 1993

13 cases were reviewed
10 were denied
3 fines were reduced

G. Pomerleau