

University of British Columbia Library Bulletin

No. 21

February 6, 1969

Vancouver, B.C.

LIBRARY ASSISTANTS - Statistical Profile:

As a by-product of some work Mr. Bell is doing, he came up with the following comparative figures which may be of interest.

<u>Education:</u>	(With B.A.)	(Without B.A.)
L.A. III	35	31
L.A. IV	15	22
<u>Length of Stay:</u>		
L.A. III	16½ months	46½ months
L.A. IV	45½ months	59½ months
All L.A.'s	26½ months	
All except L.A. I's	33 months	
<u>Numbers of those who have stayed two years or longer:</u>		
<u>Years</u>	(With B.A.)	(Without B.A.)
Two	29	58
Three	20	60
Four	14	56
Five	7	35
Six	6	36
Seven	7	49
Eight	2	16
Nine	1	9
Eleven	1	21
Twenty-one	1	5
Total number of those who have stayed two years or longer is 88. Average stay is four years.		
<u>Number of people promoted:</u>		
No times	108	
Once	89	
Twice	39	
Three times	7	

MAIL SORTING in the Front Office:

The Front Office staff sorts the incoming mail once a day and puts it onto the shelves to be picked up by the divisions. As this is a lengthy process, and the mail is not always delivered to the Library at the same time each day, we would like to make it generally known that the letters are not all sorted and ready for the divisions until 3 p.m. Any trips to the Office for the purpose of picking up the mail should therefore be scheduled for after this time.

INTER-LIBRARY Loans - New Request Form:

Concern has been expressed that the new form is somewhat extravagant. Please do not let the appearance fool you - it is cheap, less than \$20 a year goes into its up-keep.

FACULTY LIBRARY Guide:

Joan Sandilands assumes that those branch and division heads who have not suggested changes in the draft which was sent around are satisfied with it as it stands. IF NOT - please say so out loud (HOLLER) immediately.

XEROXING - Photocopy Requests:

A close look at the records in the Photocopy Service shows that approximately 8000 requests from other libraries were filled from the UBC collections in 1968. This includes more than 4000 individual requests handled by the Simon Fraser staff at UBC, who also look after material requested by the University of Victoria (and, beginning this week, B.C. Institute of Technology). Naturally, the total does not include the loan of original materials.

Requests from other universities and colleges comprised the greatest part of the total: nearly 6700 items, principally to other parts of B.C. and Canada. While the amount of copying done for business and industry is increasing, it represented less than 8% (630 items) of the total requests. Undoubtedly, some local firms have had much of their copying done in person, rather than through mail or telephone requests, taking advantage of the lower rates available for those who come out to campus to pick up their own material for copying.

NEW BUILDINGS:

The Facilities List for the new Undergraduate Library was received by the Properties Committee of the Board of Governors at its meeting of February 3, which Mr. Stuart-Stubbs attended.

The new edition of A Plan for Future Services has been printed and distributed to the Board of Governors, University Administration, Senate Library Committee, Senate Committee on Academic Building Needs (with whom Mr. Stuart-Stubbs meets on February 5), Senate Committee on Long-Range Objectives, Senate Liaison Committee on Planning Permanent Buildings, and to all Deans. Copies have been sent to all Branch and Division Heads; interested staff members may borrow a copy from their respective Heads.

SENATE LIBRARY Committee:

At its next meeting on February 10th, the Committee will be enlarged by three new student members: Don Munton, Al Keller, and Ken Bushell.