



# BULLETIN

No. 231

May 1993

## **Library Receives \$150,000 for Automation Projects**

At the end of April, the Library received some good budget news. The University confirmed that \$150,000 from the University's Special Equipment Fund will be forwarded to the Library for the fiscal year 1993/94. The money is the final installment in the three-year budget plan for the Library Automation Project (LAP).

The \$150,000 will be used to purchase equipment for Phase II of the circulation system and for the UNIX migration work needed to improve online access. An immediate priority is the selection and purchase of printers for circulation workstations to replace the TI Silent 700 thermal printers currently in use. The new printers will complete the Library's WAN-based (Wide Area Network) communications network. Remaining funds will be used to purchase another UNIX server and more OPAC's and print/download workstations.

In total, the Library has received almost \$1.5 million from various University sources for automation including development of the new circulation system, barcoding and conversion project, installation of the new communications network, migration of all systems to the UNIX operating environment, UBCLIB upgrade and installation of more OPAC's and print/download workstations.

## **Serial Cancellations Reduced to \$200,000**

At its March 9th meeting, the Senate Library Committee unanimously passed a proposal to address the shortfall in the collections budget for serials. The proposal is divided into three sections with detailed short-term, mid-term and long-term actions.

The most important short-term consideration was to reduce the number of serial cancellations. To offset the budget short-fall, the Committee recommended several measures including using \$150,000 per year from the Library's Acquisitions Stabilization Fund for the the next two years, transferring \$77,000 from the binding budget to the collections budget, and asking the University to implement a new formula to increase the Library's collections budget by at least 3%. These changes will allow the Library to keep serial cancellations to approximately \$200,000 this year.

The mid-term and long-term proposals include fund-raising for the Library's collection and establishing a sub-committee of the Senate Library Committee to consider strategies for the University and Library to deal with the escalating cost of scholarly publications.

Fortunately, the improved exchange rates have reduced the anticipated cost increases for serials in 1993/94 from 20% to 10%. This brings the worse case scenario for a short-fall in the collections budget from \$1 million to \$550,000. The Senate Library Committee will continue to closely monitor the situation of the Library's collections budget and any further serial cancellations in future years.

## Campus Community Views Phase I Plans

On April 22nd about 40 people attended a public meeting to view and discuss the design plans for the new Central Library Phase 1.

Andrew Brown, Campus Planner, gave an update on the campus plan with its emphasis on the central role of the Main Mall. Plans for the new Library include removal of the mirrored cones on top of Sedgewick Library which interrupt the flow of the Mall. The new Library will face the Main Library and the Mall. The gardens and lawn will be joined to make a 'library square' or 'library precinct'.

Arthur Erickson described Phase I. It will have five stories above ground and two below. Glass front panels will give the interior as much light as possible. In the bookstack area, the presence of few interior walls will mean that sightlines will always continue to a window, so people will be able to tell where they are. Study space will be next to the windows; bookstacks will be in the core of the building, away from potential harm from sunlight. Special filters on the glass will also be used to protect the collection from ultraviolet damage.

Questions from the audience concerned the availability of parking, study space during and after construction, and space for social gathering and food services. Andrew Brown noted that the new Campus Plan is lacking in social and communal space. In the current fiscal climate, units are not keen on using hard-won funding for a purpose that is not central to their mission.

The design plans for Phase I will go to the UBC Board of Governors for final approval in May. Construction is scheduled to begin in January 1994.

## Library Receives T and L Grants Third Consecutive Year

The Teaching and Learning Enhancement Fund supports special projects and programmes which enhance teaching and learning for students. This year, the Committee received 93 proposals from the twelve faculties, Health Sciences Coordinator, Library, Centre for Continuing Education, First Nations House of Learning and Alma Mater Society. The Library was fortunate to receive \$52,416 for the following projects:

- \$16,146 to continue and enhance the UBCLIB and CD-ROM teaching programmes.
- \$21,000 to purchase CD-ROM equipment for Fine Arts, Music, Humanities & Social Sciences and Science — secured through the support of the Faculty of Graduate Studies and the Graduate Student Society.
- \$15,000 to purchase several CD-ROM's in occupational health and safety for Woodward Library — secured through a joint proposal with the Department of Occupational Hygiene.

During the three years since the Teaching and Learning Fund was established, the Library has received funds for its UBCLIB and CD-ROM teaching programmes, *Commonwealth Agricultural Bureaux (CAB)* on CD-ROM, and *Expanded Academic Index* on CD-ROM (first year's subscription). We also benefitted from grants obtained by other campus groups. The Faculty of Graduate Studies and the Graduate Student Society acquired, on behalf of the Library, funding for twelve OPAC's, *Dissertations Abstracts On Disc*, and CD-ROM stations for several branches and divisions. The Faculty of Law secured funding for online training on legal databases for law students.



## Organizational Update

### Fine Arts Circulation Merger

The integration of Fine Arts circulation with Main Library circulation was completed May 17th. Renewals, holds, overdues, traces, rush cataloguing requests, rebinds, carrell cards, photocopier services, and stack maintenance are now handled by the Main Library Circulation Division.

Except for two-hour loans, materials signed out from Fine Arts should be returned to Main Library returns. Two-hour loans should be returned directly to Fine Arts. Course reserve requests and storage retrieval requests will continue to be handled in Fine Arts.

On UBCLIB, Fine Arts material on loan shows "Main" as the circulation station. Staff should check the holdings in the catalogue record when directing users to available copies. The Fine Arts Library now has the same open hours as Main.



### Sedgewick Reserve and Wilson Recordings Collection Changes

Sedgewick Library's two-hour reserve is being changed from a closed to open service. In the new self-service reserve, planned for the beginning of July, users will enter a controlled area and select their own material. Law and Woodward libraries operate similar reserve areas.

Circulation services in the Wilson Recordings Collection will be merged with Sedgewick's. The CD collection will be moved into the new Sedgewick reserve area. The LP's will remain in Wilson but will be checked out from the Sedgewick Circulation Desk. The integration will be complete by early July.



### Collections Management Council Established

A Collections Management Council has been set up to work with the Assistant University Librarian for Collections to develop and implement system-wide policies and procedures. Existing area collection committees (HSSD, Life Sciences, Physical Sciences, etc.) will report to the Council and other sub-committees will be established as required. Council members are: Tony Jeffreys (Chair), Nadine Baldwin, Hans Burndorfer, Jenny Forbes, Jocelyn Godolphin, Linda Joe, Heather Keate, Janice Kreider, Ruth Patrick, Tom Shorthouse, Bonita Stableford, Ann Turner, and Johann van Reenen.

### Collections Accounting & Budget Division

Effective May 1st, responsibility for the Collections Accounting & Budget Division moved from the Assistant University Librarian for Technical Services to Ann Turner, Finance and Budget Manager. This change was recommended by the From Order to Patron Task Group and accepted by the Library Planning and Management Council as part of the Services Review.



### Extension Library on the Move

The Extension Library is moving from Sedgewick Library to the seventh floor in Main Library. They expect to be in their new quarters by the end of May. For more information, please call Lynne Redenbach (2-3424).

## Reserve Services, Collections Division and Gifts & Exchanges Under Review

A Reserve Services Task Group has been set up to review services, to consult faculty users and reserve staff throughout the Library, and to recommend improvements to reserve policy and procedures. The Task Group will consider the potentials of new technology, systems changes, and other factors to meet users' needs efficiently and cost effectively. Members of the Task Group are: Julie Stevens (Chair), Judy Atkinson, Lee Ann Bryant, Florence Doidge, Allen Soroka, and Judy Wright. The Task Group will submit its report to the Library Administration by June 15th.

A Sub-Committee of the Library Planning and Management Council is reviewing the Collections Division. The terms of reference include recommending whether the Division should continue in its present or an altered form, or have its functions decentralized. Committee members are: Tom Shorthouse (Chair), Linda Joe and Hans Burndorfer. Their report is due mid-July.

The Library Administration has established an Ad-Hoc Committee to Review the Gifts and Exchanges Function. The Committee will consider how the functions of the Division can be reduced and distributed to other units and whether a librarian needs to be reassigned to the Division after the retirement of Graham Elliston, Head of Gifts & Exchanges, in June 1994. In addition, the Committee will make recommendations on the elimination of the current backlog. Committee members are: Janice Kreider (Chair), Nadine Baldwin, Keith Bunnell, Hans Burndorfer, Graham Elliston, Linda Joe, and Lee Perry. The report is due at the end of August.

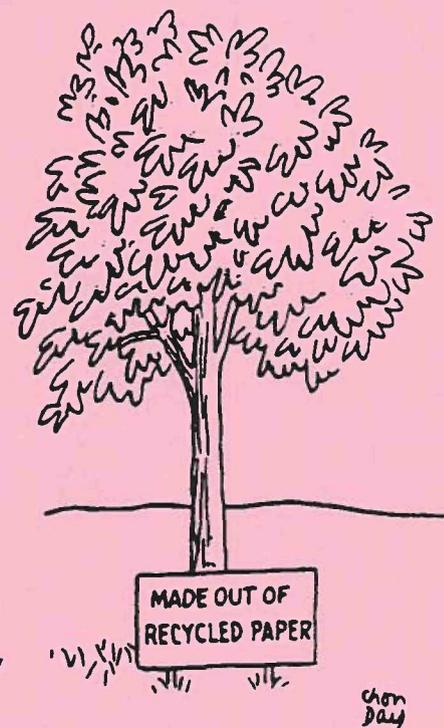
## More CD-ROM's for MacMillan Library

MacMillan Library has added *TREECD* and *AGRIS* to their collection of CD-ROM's.

*TREECD*, donated by the Faculty of Forestry, is a comprehensive forestry information source containing the bibliographic citations and abstracts published in *Forestry Abstracts* (1939-1992), *Forest Products Abstracts* (1978-1992) and *Agroforestry Abstracts* (1988-1992). *TREECD* provides international coverage of:

- All aspects of the ecology and management of natural and plantation forests and agroforestry systems
- Pests, diseases, and abiotic injuries of woody plants
- Biology and genetics of woody plants
- Wood properties
- Production, properties, and marketing of forest products

*AGRIS*, published in cooperation with the Food and Agriculture Organization of the United Nations (FAO), provides coverage of the literature in the agricultural sciences and technology in over 135 countries. MacMillan Library has the archival disk set, 1975-1990.



## **Automatic Fining Approved by Senate Library Committee**

At its April 6th meeting, the Senate Library Committee approved major changes to loan regulations. The most significant change will be a move to automatic fining, that is, fining whenever materials are overdue and not only when they are called in.

The new policy, which came as a recommendation from the Services Review, is intended to improve availability of books at a time when the Library is experiencing increasing demand for materials but is buying fewer copies. The new fine rate will be \$1 per day per item to a maximum of \$30 and \$1 per hour for 2-hour loans to a maximum of \$5 per day. Overdue notices will be mailed only after the maximum fine is reached.

Automatic fining will not go into effect until self-service renewals are possible.

Other policy changes include billing for long overdue books after 4 to 6 weeks, rather than the end of term; allowing items to be returned or renewed at any location; and several new user services such as self-service holds, renewals, and access to loan records. A summary of the new policies is available in *Phase 2 Circulation System Policy and Implementation Issues*; please call Leonora Crema for a copy (2-3869).

It is possible that some of the new policies will be staged as part of implementing the new circulation system. All the changes will require coordinated publicity.

The Circulation Task Group and Circulation Steering Committee will be setting specific timelines for introducing the new features soon. Watch for more details in the *Circuit* newsletter in May and June.

## **Books Vandalized in HSSD**

The Library was the centre of attention in late February when the media learned about serious damage to the Humanities and Social Sciences collection of reference books on World War II and the Nazi Party. Staff had discovered extensive removal of pages and sections on topics such as the organization of the National Socialist Party, the German army, and army insignia during World War II. Although press reports linked this destruction with revisionist attempts to destroy information about the Holocaust, the Division's collection of information on the Holocaust was not touched. The mutilation may have been another example of someone wanting information badly enough to remove pages rather than photocopy.

Humanities and Social Sciences has ordered replacements for a few volumes, and photocopies of missing pages to bind into others. A message about this incident posted to other Canadian research libraries revealed that material on World War II and the Nazi Party is especially vulnerable to mutilation. Humanities and Social Sciences Division plans to keep most of these volumes on restricted use in the office for the next while.

## **University Records Survey Completed**

In 1992, the University Archives Advisory Committee recommended that the University conduct a records survey as a first step towards better management of recorded institutional information. The survey was designed to provide data on what types of records are being retained and for how long.

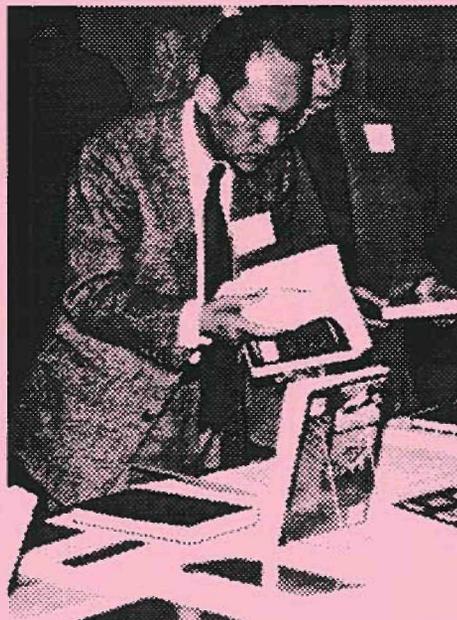
Conducted under the auspices of the Library and carried out by Project Archivist Erwin Wodarczak, the survey required eight months to complete. Erwin visited approximately 250 units on campus which collectively maintain about 33,500 linear feet (6.34 miles) of records. New records are generated at a rate of approximately 4,000 feet per year. The survey revealed the existence of countless idiosyncratic records-keeping systems and the absence of general appraisal or retention guidelines. The lack of guidelines results in either far too much or far too little information being retained by University administrative units.

One of the primary recommendations arising from the records survey was to establish a University-wide records management programme which would include the development of a file classification system and retention schedules. This programme would provide the necessary guidelines for identifying and preserving permanently valuable records and, at the same time, provide for the disposal of routine material at the earliest possible opportunity.

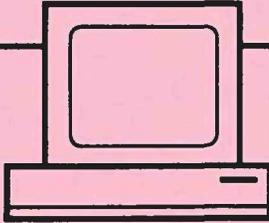
A pilot project is being set up to demonstrate how a records management programme would be developed and implemented. The Library, as one of the largest administrative units on campus, has been selected for the pilot project. Erwin has been retained to carry out this project. He will prepare a draft version of records-keeping guidelines which will be submitted for revision and approval. Finished schedules will then be prepared, printed and distributed for implementation. For more information on the survey and pilot project, please contact Chris Hives (2-5877).

## **UBC Authors Honoured**

More than 100 UBC authors were honoured April 7th at the third Annual UBC Authors Reception. The reception, hosted by President Strangway and University Librarian Ruth Patrick, was held in the Graduate Student Centre. Librarians as authors were well represented this year including Diana Chan, David Lam Library; Sheila Egoff, Emeritus Professor, School of Library, Archival and Information Studies (SLAIS); Ronald Hagler, Professor, SLAIS; Ken Haycock, Director, SLAIS; Lynne Lighthall, Assistant Professor, SLAIS; Brian Owen, Systems; and Tim Ross, Map Library.



## SYSTEMS UPDATE



### Updating UBCLIB files

Continuous updating is now in place and appears to be working reasonably well on UBCLIB. It runs as a background task and transfers records from the LDMS side to the UBCLIB files. Updates should appear on UBCLIB within 5 - 20 minutes. Minor bugs and problems in the merged CATalogue file will be cleaned up by reloading the entire file every 3 to 4 months.

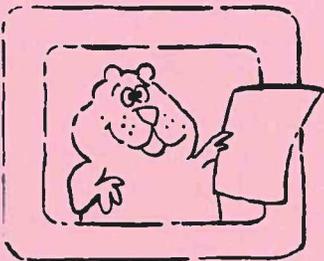
The merged CATalogue file was reloaded mid-May. The process of reloading the file takes between 1 and 2 weeks. Other files are reloaded on a more regular basis: CIRCulation is run every night; serials management and others are run weekly. Most commercial databases are updated irregularly — whenever the update tape arrives.

Continuous updating must be turned off when reloading is running. When this happens, updates are accumulated in a computer file and applied to the new version of the merged CATalogue file as one of the last steps before the newly converted file becomes the official online version. After each reloading, continuous updating is turned back on. The reconversion process is a tedious but necessary procedure until the UNIX migration is complete for all UBCLIB files. Please continue to report problems to Systems.

### Fiche Finale

Fiche production stopped March 31st. Copies of the Microcatalogue will be retained for backup. Send suggestions for uses for the old fiche to UBC Library Bulletin, c/o Brenda Peterson, Main Library

### GOPHER

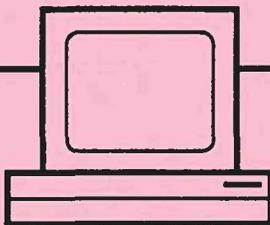


*View UBC* is the new UBC interface with the Internet, a world-wide network of computer networks. UBC Library is accessible from *View UBC*, and there are plans to add information about the Library (currently in printed handouts) to *View UBC*. In its role as a campus-wide information service, *View UBC* will also contain major campus publications such as the UBC Calendar, Campus telephone directory, etc.

So where does the gopher come in? Gopher is the name of the software that searches, retrieves and displays documents from remote sites on the Internet. Developed at the University of Minnesota, it is named for the state animal. "Gopher" is often used to mean user-friendly Internet information retrieval software in general, just as the trade names "hoover" and "kleenex" have been adopted as generic names.

*View UBC* uses Gopher software for interface with the Internet and for searching the files mounted locally on *View UBC*. Access to *View UBC* is up for testing from command mode on UBCLIB (not LDMS). Key **gopher** at the \* prompt.

## SYSTEMS UPDATE



### UNIX Migration

Space and time are running out on MTS, making the move of files from LDMS to UBCLIB much more rapid than anticipated. *PsycInfo*, the largest Additional file, was moved to UBCLIB this month. It is no longer available on LDMS. For more information about the UNIX migration schedule, see the latest issue of *LAPtalk*.

### Remote Access Changes

Remote access to UBCLIB is changing in several ways:

- A new low speed dial-up number (822-6655) was introduced on May 3. The old dial-up numbers (822-5011 and 822-2222) will continue to work only until July 1st.
- Both the low speed (modems up to 2400) and high speed (modems up to 9600) dial-up numbers now require that users have accounts **UNLESS** they choose to "pass through" to UBCLIB at the first screen. UBC Library is paying for remote access to UBCLIB; it is free to all users.

For connection to anything except UBCLIB, the high-speed service costs 2¢ per minute of connect time. There is no charge for low-speed dial up, although an account is necessary. Campus rumours suggest that it is only a matter of time until there is a charge for low-speed dial in as well.

University Computing Service is using UBC Library card numbers as identification numbers for registration for low-speed dial in.

- Remote access to UBCLIB is now available to people who **do not** have a UBC Library card. A new welcome screen for UBCLIB permits anonymous sign-on. UBC Library cardholders should use their number when they sign on since access to GATEway and some Additional files are blocked from anonymous sign-on.

### GATEway

Coming soon for the public and already up for testing is GATEway, a feature that links users to library catalogues, periodical indexes and document delivery services. SFU and UVic library catalogues and two indexes (*Uncover* and *Ei Page One*) are up now and access to more sites is planned. SFU's catalogue includes several periodical indexes and a gateway to even more library catalogues. *Uncover* and *Ei Page One* are also document delivery services so a user can request an article by FAX or mail. The user pays for the delivery of the article by credit card. GATEway will be available at UBCLIB terminals and to UBC Library cardholders via remote access.

## STAFF NEWS

### IN MEMORIAM

#### Judith C. Thiele 1944 - 1993

We are deeply saddened by the death of our colleague and friend, Judith Thiele, on April 27, 1993. In 1968, Judith co-founded, with her husband Paul, the Crane Memorial Library. She earned her B.A. and B.L.S. at UBC and joined the Crane Library formally as Reference Librarian in 1972. Judith was recognized internationally as an information, technology and braille expert; taught in UBC's Faculty of Education; and was a leader in the area of disability rights. She was a consultant, community worker and served on numerous government and institutional boards. Judith received the "Canada 125" award from the Canadian government in recognition of her exceptional contributions to the community. Judith was an inspiration to all who knew her. She will be greatly missed.

The *Judith C. Thiele Memorial Scholarship* is being established in her memory, to recognize students with disabilities at UBC for excellent academic performance and service to the community. Donations are invited and may be forwarded to Crane Library. Please make cheques out to:

UBC - Judith C. Thiele Scholarship Fund

### Appointments

**Nadine Baldwin** has been appointed Assistant University Librarian for Technical Services (part-time) for a two year period starting May 1, 1993. Nadine started working at UBC Library in 1972 as a Catalogue Librarian and, in 1976, became Head of the Catalogue Preparations Division. In 1978, she was appointed Head of the Serials Division, which was recently re-organized as the Order Division. Nadine will continue her responsibilities as Head of the Order Division in addition to her new assignment.

### Reassignments

Effective May 17th, several staff members in the Fine Arts Library have been reassigned to other positions as a result of the circulation merger with Main. **Jane Shinn**, LA4, will be working part-time at the Information Desk and related services and half-time in the Circulation Division with special assignment for training staff on the new circulation system. **Teresa Komori**, LA2, will be working part-time in the Science & Engineering Division and part-time in the Fine Arts Library. **Eva Brink**, LA1, will join the Main Library Circulation Division.



## STAFF NEWS



### Leaves

**Joseph Jones**, Reference Librarian in the Humanities and Social Sciences Division, will be taking professional leave from July 1, 1993 to June 30th, 1994.

### Congratulations

**Carol Gordon**, who is working in the Extension Library and Sedgewick, completed her doctoral studies in Classics at McMaster University at the end of January. Her Ph.D. dissertation is titled *Poetry of Maledictions: a Commentary on the Ibis of Ovid ...*

**Mandakranta Bose**, Asian Library, has received a faculty fellowship for research and teaching from the Shastri Indo-Canadian Institute. She will be a visiting faculty member in Visva-bharati University in Shantiniketan, West Bengal this summer. As a member of the Executive Committee of the Centre for South Asian Research she organized a colloquium attended by 100 South Asianists in February 1993, and in the same month presented a paper and chaired a panel in Toronto at the International Conference on the Dances of India ...

**Tim Ross**, Map Librarian is the compiler of *The Directory of Canadian Map Collections* recently published by the Association of Canadian Map Libraries and Archives.

### Hellos

Brenda Wishart, Sec2, PATSCAN

### Promotions

Aprille McCauley, LA3, HSSD

Mira Blazicevic, LA4, Special Collection

### Goodbyes

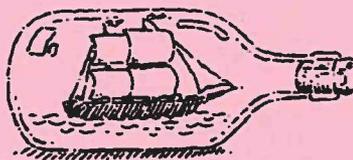
Elim Wong, LA2, Woodward

Albert Tan, Research Assistant Tech2, Data

Brenda Rasmussen, Data Control Clerk2, Systems

Gwen Zuker, LA1, Fine Arts

Lisa Lo, LA1, MacMillan





## MORE NEWS

### Board of Governors Wants Library in Top 20

At its March 25th meeting, the UBC Board of Governors passed a resolution urging the University Administration to ensure measures are taken, over the next five years, that would put the UBC Library into the top twenty of the Association of Research Libraries (ARL) ranking. At present, we are ranked 27th out of the top 107 research libraries in the United States and Canada.

### Grad Class Gift

Sedgewick Library was the recipient of two gifts from the 1993 Graduating Class. The first is a table whose height can be adjusted electronically. Housed at Sedgewick Library, the table will hold a UBCLIB terminal and make using UBCLIB substantially easier for users in wheelchairs. The second gift is to be used toward the purchase of the hardware needed to run *Perseus*. *Perseus* is described by its publishers as a 'multimedia interactive library' of texts and images relating to ancient Greece. It will enable users to 'move quickly across traditionally separate types of information in a nonlinear, non-sequential way.' Our warmest thanks to the Class of 1993.

### What a Difference a Database Makes!

The B.C. Post Secondary Interlibrary Loan Network has reached a new milestone in its 15 year history. This year network members lent a record 22,800 items to each other. The previous record was set in 1979/80 with 22,362 items. This coincided with the first edition of the B.C. Union Catalogue (remember that?). This year's activities can be attributed at least in part to the ELN-Serials database and the new Outlook CD-ROM union catalogue. Media resource sharing also reached a new high; 3,346 items were shared by member libraries.

### Staff Training Advances

The Staff Training and Development Committee approved 132 computer skills courses for 110 staff members in winter of 1992/93. Eighty-eight staff will attend or have attended 13 different MOST (Human Resources' Managerial and Other Skills Training) courses. Many other individual programmes and courses were sponsored. The Committee, chaired by Margaret Friesen, is preparing a report on staff training and liaison accomplishments for the past 8 months.

### Education Building Goes to Tender

Tenders for the Education building with space for a newly enlarged Education Library went out May 12th and should be back by mid-June. During construction, the Education Library will move into temporary "swing space" from May 1994 to May 1995.

