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UNIV. OF QLD.

- 1 JUN 1995

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THE UNIVERSITY OF QUEENSLAND

The University of Queensland Libraries

ANNUAL REPORT 1993



Cover photo

Library staff conduct training sessions in use of information technology based information resources

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UNIV. OF QLD.
- 1 JUN 1995
LIBRARIES

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1. Introduction

Information delivery services are in a state of rapid and continuing change. The University Library was represented by the Acting Librarian at a significant seminar "Changes in Scholarly Communication Patterns: Australia and the Electronic Library" organised by the Consultative Committee of the Australian Academies, and held in Canberra in April. This seminar provided clear signals of the rapidly evolving state of current publishing.

A review of the internal and external environments of the Library in mid 1993 revealed other significant change factors as well affecting both the demands and the opportunities for service.

Major change factors included:

- a rapid growth in post-graduate student numbers - a library client group with extensive information needs
- an increasingly complex funding and organisational environment within the University, including the growth of many jointly funded research centres
- an accelerating rate of electronic publication, both on CDROM, and on databases accessible on the Internet
- changes in student demography

- complexities in service delivery introduced by a multi-campus environment
- changes in teaching/learning philosophies
- the university's withdrawal from External Studies.
- the continued rapid increase in the price of printed publications, serials in particular, with budgetary problems posed by this being compounded by fluctuations in the foreign exchange rates for the A\$.

Various actions were undertaken by the Library in 1993 in anticipation of or response to the information service changes implied by the above factors. However, a full review of strategic directions was not undertaken, pending the appointment of a new University Librarian, following the appointment of the previous incumbent to the position of Pro-Vice-Chancellor (Academic Services) in August 1992.

The incoming Librarian, Mrs Janine Schmidt, took up her position on September 27, and commenced reviewing the Library's activities. A full Library Review was foreshadowed for early 1994.

The Library's Statement of Mission and Goals continued to be:

The role of the Library within the University of Queensland mission is to maximise effective access to recorded information by the University of Queensland academic and student community, and other communities serviced by the Library, within resources acquired for that purpose.

In fulfilling this role, the Library

- seeks to provide a service in keeping with The University of Queensland's high standing
- recognises that needs of users vary and aims to tailor service policy accordingly, and in particular in this regard
- is sensitive to the time pressures of course work students

GOALS

1. That the Library appropriately house and service collections in keeping with its users' needs.
2. That, recognising it cannot be comprehensive in provision of materials and services in research and advanced studies, the Library provide access to recorded information held external to UQ and participate in national and international information networks which provide mutual benefits to participants.
3. That the Library assist University of Queensland academic staff to keep abreast of developments in library use skills, to be able to make full use of information resources available at the University of Queensland and elsewhere.
4. That in hospital libraries which are jointly funded with Hospital Boards, the University Library offer equally to eligible university and hospital staff the highest quality of service which that funding permits.
5. That the Library manage effectively and efficiently its human, financial and physical resources and its operations.

2. Organisation

2.1 Organisational Setting

The Library reports through and is funded through the Pro-Vice-Chancellor, Academic Services, and his advice and support in 1993 are gratefully acknowledged. 1993 saw the first full year of operation in this mode. As the largest by far of the Departments comprising Academic Services, the Library sees itself and its clients as major stakeholders in corporate planning within Academic Services. The Librarian participated in strategic planning for Academic Services, and in the work led by the Pro-Vice-Chancellor (Academic Services) towards a University Information Technology Plan. The Library Audio-Visual Services Librarian was convener of a significant Action Learning project sponsored by the Pro-Vice-Chancellor (Academic Services) to investigate the application of Information Technology for teaching and learning within the University.

The Library is client driven in its formulation of policies. Mechanisms for permitting the academic and student community to offer input are very important.

The primary formal link between the Library and the academic community is the Library Committee of Academic Board. The terms of reference of this committee, and its 1993 membership are set out in Appendix 6.1. Thanks are offered to this Committee for its advice and

support during 1993. Issues considered by the Committee during the year were:

- the Library's materials budget for 1993
- projected growth within the University
- the Library's strategic plan
- Library considerations arising from the University's Long-Term Development Plan
- the Library's Conspectus project
- storage requirements for the Library up to 2002
- significant price rise in overseas inter-library loans
- an interim Document Delivery service, in anticipation of the closure of Thatcher Library for external students

The Library is also assisted by a series of Branch Library Advisory Committees with membership drawn from the Departments served by the respective Branches. Members of these committees are thanked for their ideas and time, which are essential input to the Library for its policies to remain relevant.

A further mechanism for liaison with the academic community is the Librarian's representation on Faculty Boards, and the cooperation of the

Deans in providing for this representation is gratefully acknowledged.

During the year, the Librarian was added to the Academic Board's newly formed Post-Graduate Studies Committee, a very welcome move from the Library's perspective.

In 1992, the creation of separate clinical schools in Townsville and on the Southside had been agreed. Plans to decentralise teaching even further had also been mooted. In 1993, the North Queensland Clinical School was formed. Library support for staff and students there, and for clinical staff, was negotiated during the year. Overall issues of Library support for multiple clinical schools were not resolved however.

2.2 Internal Structure

No changes occurred to the Library's organisational structure in 1993. The organisational chart is shown in Appendix 6.2.

An important part of the structure continued to be a series of internal committees which formed a source of advice to Senior Library Management, and acted as a forum of communication between the geographically spread units of the Library, and coordinated implementation of policies across different Branches.

These committees were:

CIRC Users Group
Collection Development Committee
Library Advisory Committee on Disabilities
Help Screens Committee
Interlibrary Loans Committee
Information Technology Advisory Committee
Occupational Health and Safety Committee
Online Public Access Committee
Reader Education Committee
Reference Services Committee
Staff Development Committee
UQL/Unisys Technical Review Committee

3. Administration

3.1 Budget

1993 commenced on a worrying note, with a \$450,000 deficit in the 1992 Periodicals budget, due to a fall in the exchange rate late in 1992. The University supplemented the Library budget by \$300,000 to soften the impact of this deficit. The effect of the periodicals price increase meant however that monograph allocations in 1993 were very much reduced - in many cases to about half the 1992 levels. A project was started during the year to record periodical prices on a computer data base, to assist in allocation strategies for 1994, and to provide a data set that could assist in a future serials cancellation project.

The Library's share of the University's operating grant fell from 7.49% in 1992 to 6.91% in 1993, mainly due to additional funds available in 1992 for a computer upgrade.

3.2 Facilities

At the start of 1993, Library Audio Visual Services moved to an attractively refurbished area on Level 1 of Duhig Building, which allowed it to expand its services.

During the year various other minor works were undertaken as well:

- Gatton College Library was extended to take in part of the floor below.

- Undergraduate Library had some refurbishment which improved its occupational health features.
- Mater Library was airconditioned.

Space continues to be a major issue for the Library. In 1993, the store in Law was filled, and a new temporary store in Lower Ground Floor of Duhig Building commenced being used. This is the fourth store in use by the Library - a cumbersome arrangement which leads to delays in client service.

3.3 Photocopying

The new photocopying facilities management contract commenced in 1993 and resulted in a labour intensive period at the start of the year in sorting through issues arising from payment of credit on old cards; the anticipated benefits of the new contract in terms of tight financial control were realised, however.

3.4 Staffing

With some 277 staff, human resource management continued to be busy and challenging during 1993. A highly significant event was the translation of all general staff (which includes Library staff) onto a 10 level classification structure - the Higher Education Worker levels (HEW). The Library had since 1980 been seeking to alter its classification structure to replace the inappropriate one that existed. The outcome of the translation exercise illustrates the

unsatisfactory nature of the prior structure: 132 (47% of the total staff) positions were assistants at HEW 3, these positions nominally requiring no prior qualifications or training. The translation of staff to the new levels has yet to be validated, through further assessments. The new structure will over time permit a different profile to be developed, including the ability to define positions that require and reward library technician qualifications.

The staffing budget continued to be tightly controlled. Considerable use was made of temporary appointments, reappointed as necessary, and of permitting staff to change hours to meet library needs, and where possible their own needs.

	1993	1992	1991
Permanent appointments	28	23	17
Temporary appointments	41	64	49
Reappointments	108	90	88
Changed hours	104	58	33

Sick leave was at a very high level during the year. In part, this was through two cases of injury sustained outside work, each of which resulted in an absence by the staff member concerned of over 30 weeks, and four more cases of severe illness resulting in absences of over 6 weeks each. Nonetheless, the level of sick leave is a matter that will need attention.

A total of some 7150 hours were attributed to formal staff development and training activities over the year, slightly down on 1992. Aside from

specific training conducted within sections, the major components of the training and development programme related to skills improvement (eg time management; supervisory skills; communication in groups etc), reskilling to take advantage of new technology and attendance at various professional conferences and seminars. Overall, the Library spent the equivalent of 1.5% of the salary budget on training activities. Three "expos" were held - by Library Audio Visual Services, Technical Services and the Health Libraries; in these, staff from other areas are shown around the area, meet their colleagues whom they might otherwise know only as a voice on the phone and learn more about the section's activities. Ensuring effective communication across a distributed library service remains a challenge.

3.5 Information Technology

Continuing investment in information technology underscored its importance to the Library's operations.

Sixty five personal computers were bought during the year, for staff and library clients.

The disk storage capacity of the Unisys mainframe was increased.

A file server was purchased for the Library network, and Branch Libraries on the St. Lucia Campus, other than Geology Library, were connected to the network.

A part time staff member had to be devoted to supporting the Branch Library staff in provision of menu scripts, for access to databases and resources.

Tenders for an automated acquisitions and serials module to complement the existing library software were called and evaluated. The costings were such that it was clear that a preferable option would be to call for tenders for a whole replacement system. Investigation of such an option was foreshadowed for 1994.

3.6 Cooperative Activities

The agreement, made in principle in 1992, to amalgamate the Royal Brisbane Hospital School of Nursing Library into Herston Medical Library was pursued, a costing agreed, and work to give effect to the amalgamation was largely completed by the end of year.

The Library continued to be a member of several forums, which facilitate coordination of library activities regionally and nationally: the

Committee of Australian University Libraries (CAUL), the Australian Council of Library and Information Services (ACLIS) and Brisbane University Libraries Office of Cooperation (BULOC). The last of these changed during the year to QULOC, when the libraries of other Queensland Universities joined. The State Library, Bond University and the Southern Cross University also participate in QULOC meetings.

During 1993, a BULOC initiative of 1991 came to fruition, with the installation on a Sun Unix located in the Prentice Centre, of LIBLINK, software providing a common interface to the catalogues of the University of Queensland, Queensland University of Technology and Griffith University Library.

Another cooperative initiative of 1991 - the creation of a Chinese - Japanese - Korean vernacular script automated catalogue for Griffith University and the University of Queensland was abandoned in favour of joining this project to an initiative based at the National Library to create a national database of such records.

The University of Queensland Library continues to be a net service provider to other libraries in the system.

4. Client Services

Client services are delivered through a series of subject based Branch Libraries and specialist units. Coordination of policy and practice is carried out through a committee structure.

Although growth in library use levelled off in 1993 the pressures on service are still very evident. In the 5 years from 1988 to 1993 (during which period, Gatton College joined the University), staff in client service areas grew 20% from 162 to 196. Student enrolments grew 35% over that period.

Usage grew far more. Some indicative statistics are: loans were up 40% (957,294 to 1,333,795), reference enquiries at Central Reference were up 67% (30,771 to 51,422) and reader education classes given at Central Reference were up 223% (51 to 165). In addition, the introduction of new technologies has brought with it the need for more support for the library's clients - the on-line catalogue, CD-ROM based information sources and Internet based sources all require more assistance to many clients.

4.1 Lending Services

Overall loans levelled out in 1993 from their sharp growth in previous years, and in fact decreased

slightly overall, compared with 1992, although this was not uniform.

Table 1:

Total Loans by selected Branch, compared with 1992		
Branch	1992	1993
Architecture/Music	46188	52657
Biological Sciences	133396	135584
Physical Sciences and Engineering	100906	106489
Gatton	93193	92342
Herston Medical Library	37644	36058
Law	59025	60627
Undergraduate	441541	426827
Central	332896	326450

A special program was written to analyse borrowing patterns across Branches, and started being used part way into the year. It revealed a high percentage the potential user

population of the university does in fact borrow, and there is considerable borrowing from more than one Branch by individual borrowers.

Table 2:

Distribution of borrowers across branches			
Library	Number borrowing mainly from this library	% of their loans from this library	Number borrowing only from this library (this number is also included in the first column)
Central	5,784	72	1,983
Architecture/Music	699	71	247
Biological Sciences	3,806	75	1,699
Physical Sciences and Engineering	3,068	81	1,603
Law	869	76	447
Undergraduate	7,595	72	1,876
Herston Medical	1,010	77	692

An analysis was also undertaken of the distribution of frequency of borrowing.

Table 3

% of borrowers in each category within each borrowing frequency interval							
Borrower Category	1 book per annum	2 - 5 books per annum	6 - 15 books per annum	16 - 30 books per annum	31 - 100 books per annum	>100 books per annum	No. of borrowers in this category
Undergrad	5.1	16.8	26	21.5	26.6	4	15566
Postgrad	6.2	18.2	25.5	19.8	25.6	4.7	4766
Staff	8.6	25	28.7	18.5	16.6	2.6	1705
Affiliates	7.8	26	38.2	18.5	9.4	.1	681

4.2 Reference Services

The rapid growth in the importance of electronically based information is the major factor impacting on Reference services across the Libraries. This importance was acknowledged by the appointment during the year of a senior staff member with responsibilities for fostering and developing relevant services and assisting Academic Departments and Branch Libraries with their networked information access developments.

The layout and flexibility of current buildings are a significant inhibitor to development of electronically based services. Workstations need to be within reasonable access by staff, to provide both assistance and surveillance. Training facilities of suitable size and properly equipped are also needed in all Branches. Space constraints and design rigidities in most Branches make these goals difficult to achieve. Makeshift arrangements have been instituted, but in the longer term, substantial redesign and refurbishment will be needed.

Provision of, and use of, CDROMs grew significantly during the year. By the end of year, 17 workstations were in use. A start was made on networking the CDROMs, with 8 titles being made available over the five public workstations in Central Library. Heavy use was made of these - in the months July - December, 2449 sessions had been booked to a total of 654 clients.

The University participated in a nationally based service to provide on-line access to Current Contents to the whole University community. This project was coordinated by the Committee of Australian University Librarians (CAUL). The University of Queensland proved to be one of the heavier users of the system, despite severe limitations in the supporting software which inhibited downloading and printing.

The potential for access to information resources via Internet became more appreciated, with the connection of Branch Libraries to the network. Use of the Internet began to be written into the Library's reader education programmes.

Inter-library loan activities are increasingly being augmented by commercial document delivery services, whereby requests are electronically transmitted and the requested article faxed or electronically transmitted. The Library began late in the year to subscribe to one such service, called Carl Uncover. An anticipated rise in "fast-track" inter-library loans did not eventuate, there apparently being a user reaction against the high surcharge. The commercial services are cheaper than the "fast-track" service, and also deliver quick turn-around.

Reader education continued to be a major activity in all Branches. Several developments warrant particular note:

- Law Library staff designed and marked a for-credit portion of the subject "Introduction to Law".

- Funds from the Annual Appeal were put towards purchase of a liquid display overhead projector and ancillary equipment aimed at making presentations more effective. The equipment was mounted on a specially designed trolley, immediately dubbed "the travelling circus".
- Herston Medical Library staff added serial location information onto Medline CD-ROM, so that location and call number information is automatically appended to search results.

The range of new service developments has highlighted the need for improved communication with the academic and student communities. Several Branches commenced newsletters during the year, and these received favourable comment.

4.3 Audio-Visual Services

The move of the Library's Audio-Visual Services Section to a more spacious and better designed area with open access to the collection accelerated the already growing demand for services from that unit. Loans of AV materials grew by over 25% compared with 1992; loans for equipment for in-house use grew by 20%. Another growth area was TV off-air recording, 3651 sessions being recorded in 1993, up 11% on 1992.

Some experimentation with interactive multi-media during the year generated interest from academic staff in the possibility of using such equipment within the Library.

5. Collection Development and Technical Services

5.1 Technical Services

Connection of the Library to the Internet has altered processing practices, with electronic communication being used to verify bibliographic citations, obtain cataloguing copy quickly, and communicate with suppliers of library materials. As well, with a large group of staff, network access is proving an effective internal communication tool.

Good progress was made in a project to add Gatton College's data to the computer catalogue, and by the year's end, the project was effectively completed. An application for National Priority Reserve Funds to enable Gatton serials records to be converted to machine readable form for adding to the Library catalogue and to the National Bibliographic Database at the National Library was successful, and work on this project started late in the year.

Another major retrospective conversion project was also started - viz the addition of records for the Nurses Education Library to the catalogue, this Library having been amalgamated with Herston Medical Library.

The Library's holdings of Music records were extracted and provided

to the National Library for inclusion on the National Bibliographic Database. The project called for some manipulation of the data, to meet National Library requirements.

Significant amounts of material in Spanish and in Korean were purchased to provide better support to these fields of study. Both presented some challenges in getting efficient patterns of supply.

A database of sound recordings of the Department of Music, held within the Architecture/Music Library, was commenced, using Immagic software on a personal computer.

5.2 Conspectus

The Collection Development Committee had the task of assessing the Libraries' collections by 1994 according to the nationally agreed conspectus methodology. This was part of a nation-wide project to assess library resources forming part of a "distributed national collection". A large amount of checking was done by December 1993. By that date, seven subject divisions had been sent to the National Library with the remainder due to go by the end of March 1994.

5.3 Collections

The impact of CDROM collecting became noticeable in 1993. This medium, presenting very powerful access, is typically more expensive by far than its printed counterpart. For example, a professorial salary would have paid for 65.7 to the printed "Psychological Abstracts" in 1978, for 35.9 in 1993. The CDROM version of Psyclit, networked to 8 workstations, equated to 9.6 times a professorial salary in 1993.

The Geology Library attracted funds from the Key Centre for Asian Language Studies to buy material in Japanese and from the Australian Chinese Council for similar material in Chinese.

The Library continues to be the recipient of a large range of donations.

The following selective list is representative of the range of donors and their donations to the Library:

Dr. John Allsop
leaflets, newsclippings, and other memorabilia of this University from the 1930s; Australian sheet music; Norman Lindsay's Lysistrata.

Consul-General for Switzerland
recent literary works in German by Swiss authors.

Taina and Timo Nieminen
books on China, particularly on the martial arts.

The late Alan Rahilly
Mathematics books from his research collection.

Royal Australian College of Ophthalmologists, Queensland Branch
treatises on ocular pathology

Dr. Chris Tiffin
original and critical works on British Commonwealth literature

U.S. Information Service Library
Congressional Information Service
abstracts and indexes for 1976-85.

Emeritus Professor Edwin Webb
Enzyme nomenclature, 1992

Taipei Centre for Chinese Studies
collection of 644 books and serials

In addition, the AGPS free issue scheme is an important source of Australian Governmental material.

APPENDIX 6.1

Library Committee of the Academic Board

Functions of the Committee

1. advise the University Librarian on the library requirements of the University;
2. consider and advise on the rules and regulations relating to the use of the Library;
3. consider and advise on such other matters as the Board, the Vice-Chancellor, the University Librarian or the Secretary and Registrar may refer to it; and
4. transmit to the Board a report consisting of the minutes of its meetings which involve recommendations to the Board or matters to which it desires to draw the attention of the Board.

Membership of the committee for 1993:

Following is a list of members of the Library Committee for 1993:

Dr. C. Sapideen (Law) [on SSP 1.2.93 - 12.7.93] - Nominee of the President, Academic Board.

Mr. F.D.O. Fielding - Pro-Vice-Chancellor (Academic Services)

Mr. G. Eichinski - Acting University Librarian (to September)/ Ms. J. Schmidt - University Librarian (from September)

Associate Professor J. Ternouth (Dean of Agricultural Science) - Representative of Biological Sciences Group and Chairperson of the Committee.

Professor J. Price (Psychiatry) - Representative of Health Sciences Group.

Dr. J. Mulholland (English) - Representative of Humanities Group.

Dr. M. Gourlay (Civil Engineering) - Representative of Physical Sciences and Engineering Group.

Dr. D.P. Doessel (Economics) - Representative of Social Sciences Group.

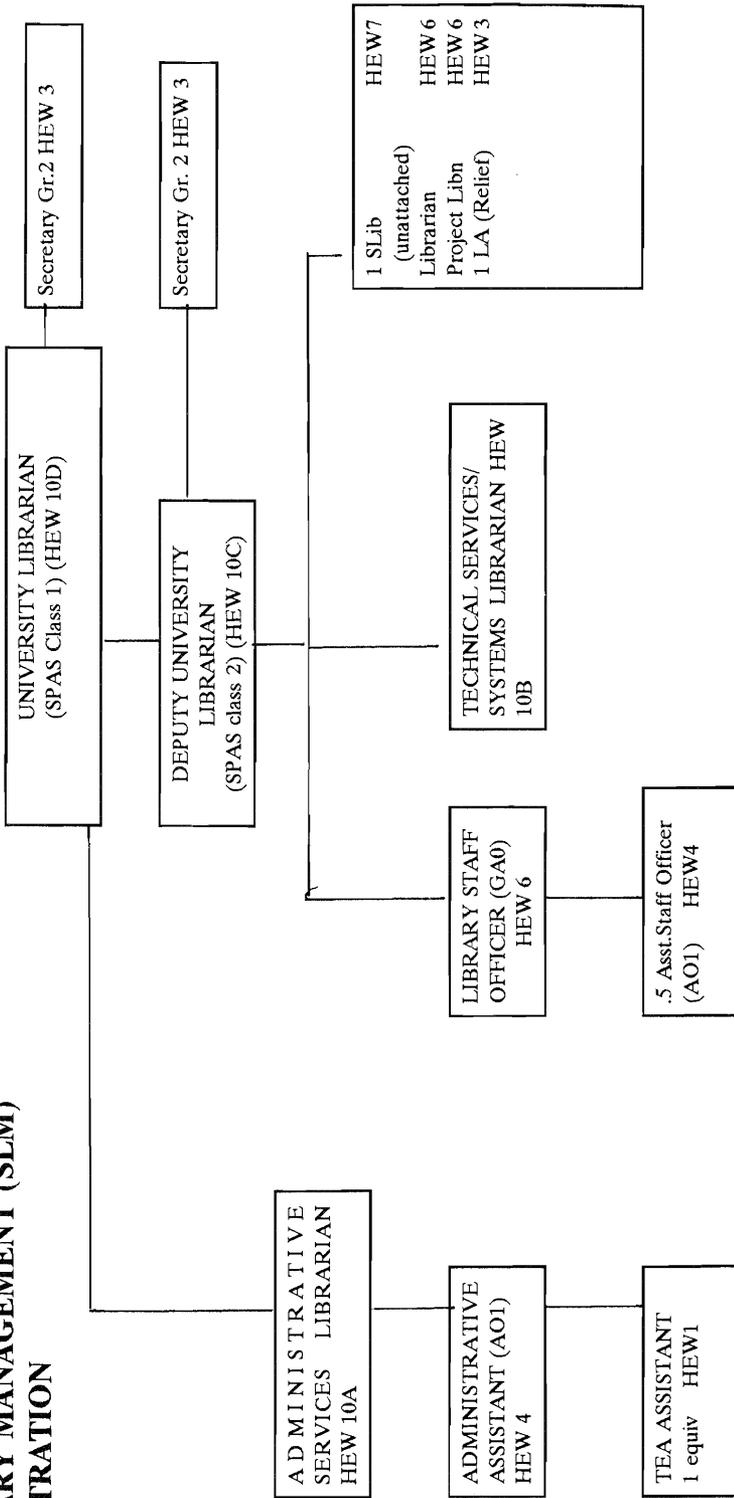
Ms. K. Roberts (Management Studies) - Representative of Gatton College

Mrs. J. Cribb - Representative of Alumni Association.

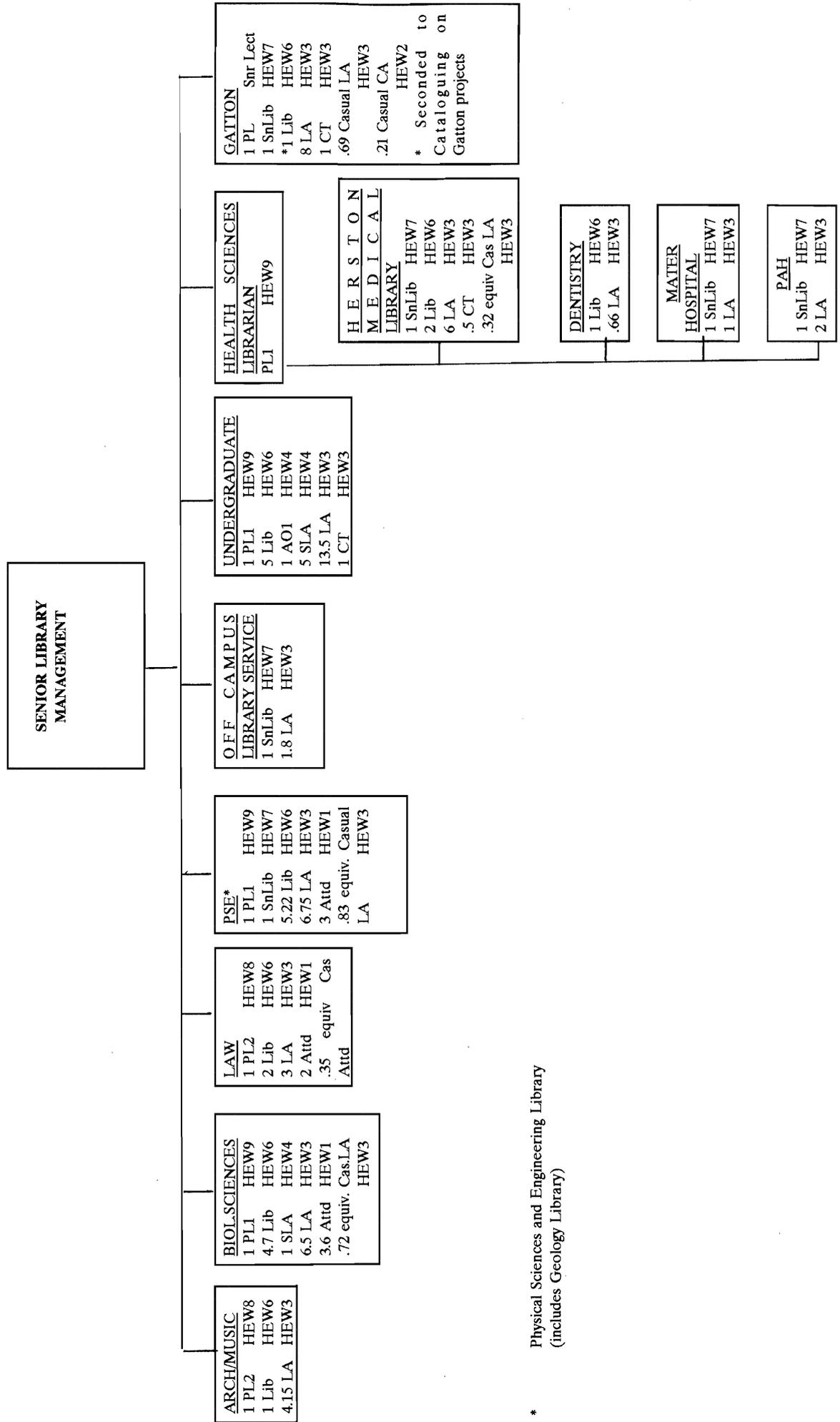
Mr. S. Blumen (Undergraduate) - Nominee of President, University of Queensland Union.

A postgraduate nominee of the President, University of Queensland Union.

**SENIOR LIBRARY MANAGEMENT (SLM)
AND ADMINISTRATION**

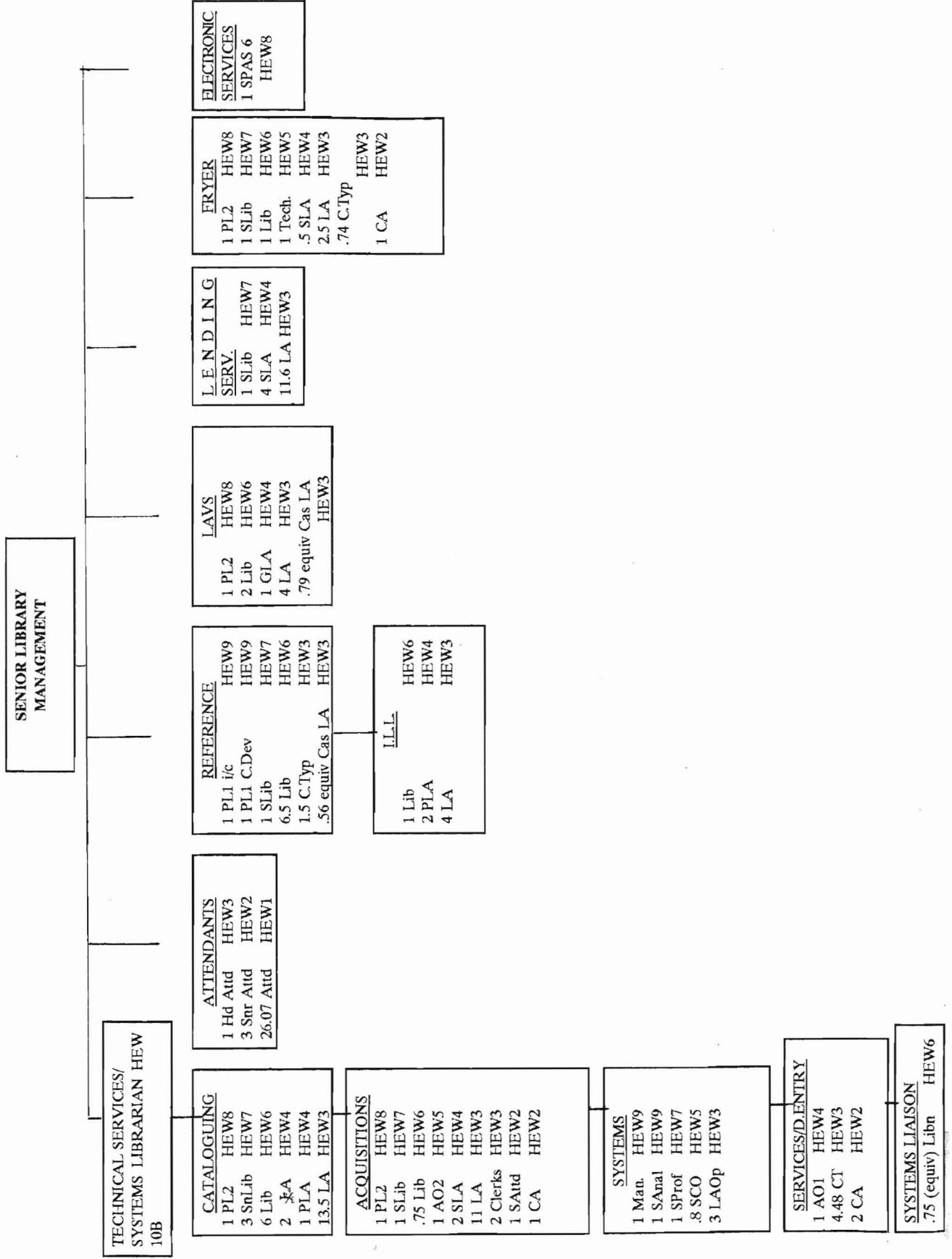


BRANCH LIBRARIES



* Physical Sciences and Engineering Library (includes Geology Library)

CENTRAL SERVICES



SENIOR LIBRARY
MANAGEMENT

TECHNICAL SERVICES/
SYSTEMS LIBRARIAN HEW
10B

ATTENDANTS
1 Hd Attnd HEW3
3 Snr Attnd HEW2
26.07 Attnd HEW1

REFERENCE
1 PL1 i/c HEW9
1 PL1 C.Dev HEW9
1 SLib HEW7
6.5 Lib HEW6
1.5 C.Typ HEW3
.56 equiv Cas LA HEW3

I.L.L.
1 Lib HEW6
2 PLA HEW4
4 LA HEW3

LAVS
1 PL2 HEW8
2 Lib HEW6
1 GLA HEW4
4 LA HEW3
.79 equiv Cas LA HEW3

LENDING
SERV. HEW7
1 SLib HEW7
4 SLA HEW4
11.6 LA HEW3

FRYER
1 PL2 HEW8
1 SLib HEW7
1 Lib HEW6
1 Tech. HEW5
.5 SLA HEW4
2.5 LA HEW3
.74 C.Typ HEW3
1 CA HEW2

ELECTRONIC
SERVICES
1 SPAS 6 HEW8

CATALOGUING
1 PL2 HEW8
3 SntLib HEW7
6 Lib HEW6
2 J.A HEW4
1 PLA HEW4
13.5 LA HEW3

ACQUISITIONS
1 PL2 HEW8
1 SLib HEW7
.75 Lib HEW6
1 AO2 HEW5
2 SLA HEW4
11 LA HEW3
2 Clerks HEW3
1 SAttnd HEW2
1 CA HEW2

SYSTEMS
1 Man. HEW9
1 SAnal HEW9
1 SProf HEW7
.8 SCO HEW5
3 LAOp HEW3

SERVICES/ENTRY
1 AO1 HEW4
4.48 CT HEW3
2 CA HEW2

SYSTEMS LIAISON
.75 (equiv) Libn HEW6

APPENDIX 6.3

STAFF PUBLICATIONS

Priddey, Jocelyn.. "Managing serials in Australasia: The University of Queensland experience". **Australian & New Zealand Journal of Serials Librarianship**. v.3 no.3/4 1993.

- . - . Reprinted in **Serials management in Australia and New Zealand: profile of excellence**. edited by Toby Burrows and Philip Kent. Haworth, 1993.

Vilkins, Angela. "Does it help to shout? communicating with overseas students: a University of Queensland Libraries workshop". **Australian Library Review**, v.10 no. 1 February 1993. pp. 29-35.

Turnbull, Deb and Angela Vilkins. "AANet training at The University of Queensland Libraries". joint paper presented at **Panning for Network Gold: AARNet training workshop for reference librarians** held at Griffith University, 28 January 1993.

UNIVERSITY LIBRARY STATISTICS 1991-1993

	1993	1992	1991
1 **Library Staff (i.e. Staff employed on 1st April)			
Graduate Professional staff	80.63	76.08	73.74
Non Graduates with professional qualifications	1.74	2.00	3.00
Library Assistants	122.77	112.24	100.40
Administrative/Clerical	25.66	24.77	20.89
Library Attendants	38.07	36.49	32.78
Others/Casual equivalent	8.50	10.14	8.49
TOTAL	277.37	261.72	239.30
<u>Distribution of Staff</u>			
Administration and Systems	16.33	16.91	15.83
Technical Services	58.68	54.76	52.19
Reader Services (Central Library)	67.86	64.20	62.17
Reader Services (Branches)	129.50	121.00	105.27
Other	5.00	4.85	3.84
2 <u>Services</u>			
Items Lent			
Central Library	339,123	354,422	346,315
Branch Libraries #	994,672	1,022,671	885,547
Items Lent to Libraries Outside Univ	*20,738	21,329	14,634
Items Borrowed from Libraries Outside QU	19,973	19,246	17,250
On-line Information Searches Made	1,045	1,414	1,633
Reader Education Classes Held	516	475	405
Normal hours of opening per week (Central) during academic year	78.5	78.5	78.5
**	1992 and 1993 figures include 3.27 temporary staff employed on Special Projects		
#	Includes all Reserve Collection lending whether extra-mural or not. (Total of 102,111 Reserve Collection loans in 1991, 158,237 in 1992 and 166,430 in 1993).		
*	Excludes 8907 loans made by other Library Couriers.		

All figures for 1992 and 1993 include Gatton unless noted otherwise

	1993	1992	1991
<u>Audio-Visual Materials</u>			
New Titles added	1,492	1,733	1,668
Titles deleted	60	178	
Holdings - Audio recordings	26,636	26,142	25,909
Films	649	639	646
Film Strips	368	371	405
Maps (Pieces)	38,296	29,976	25,734
Microcomputer software (Floppy disks)	486	381	283
Slide Sets	1,268	1,221	1,210
Video tapes	8,204	7,032	5,584
Production - Audiotapes recorded	1,756	1,644	1,450
Videotapes recorded	4,267	4,017	4,008

FIGURES FOR 1992 and 1993 INCLUDE GATTON UNLESS NOTED OTHERWISE

	1993	1992	1991
3. <u>Acquisitions</u>			
<u>Books #</u>			
*New titles by purchase	22,893	24,128	12,739
*New titles by gift	4,339	3,756	2,609
Total volumes catalogued	39,374	40,360	22,458
Total volumes deleted	2,551	41,852	9,271

Includes music scores and UQ theses

* From 1992 new titles by purchase and new titles by gift record books received but not necessarily catalogued in 1992.

	1993	1992	1991
<u>Periodicals</u>			
Total Number of Titles Received	22,435	22,284	20,121
Number of non-duplicate titles received	*17,033	16,906	16,400
Number of new titles received	*780	887	692
Number of titles discontinued	*675	722	395
Total bound volumes added	16,610	17,696	15,040
Total bound volumes deleted	3,276	2,485	1,281
Total bound volumes in library	1,565,896	1,515,739	1,449,172
Manuscript entries prepared	N/A	42	0
Manuscripts added	63	N/A	116 boxes
	39	N/A	0 items

* Excludes Gatton

Microforms

New monograph titles added	64	49	1,592
New periodical titles added	13	78	20
Total titles held	26,226	26,201	26,067

* Represented by 56,379 reels, 633,188 fiche/cards.

FIGURES FOR 1992 AND 1993 INCLUDE GATTON UNLESS NOTED OTHERWISE

STATISTICS OF INDIVIDUAL LIBRARIES

	Approximate size in bound volumes		Periodicals currently received		General Loans within University		Reserve Collection Loans		Loans to Libraries Outside University	
	1993	1992	1993	1992	1993	1992	1993	1992	1993	1992
Central Library (incl. Fryer Library and Audiovisual Services)	646,680	628,955	8,887	8,789	335,742	338,149	0	0	5,429	5,747
<u>BRANCH LIBRARIES</u>										
Undergraduate	125,787	119,064	281	266	388,697	400,372	38,130	41,169	0	0
Arms	44,874	43,957	598	603	33,798	32,194	18,859	13,994	294	239
Biological Sciences	126,615	121,757	2,971	3,064	111,364	102,612	24,220	30,784	5,842	6,494
Dentistry	6,388	6,280	188	187	14,307	13,987	1,225	1,730	395	389
Gatton	69,584	69,004	1,982	1,936	62,642	65,354	29,700	27,839	147	130
Geology	34,974	35,033	1,075	1,070	6,433	7,483	4,751	2,801	514	601
Herston Medical Library	47,362	48,515	1,526	1,521	33,543	37,644	2,515	0	3,990	3,710
Law	60,224	59,493	832	799	25,182	26,141	35,445	32,884	270	303
Mater	8,006	8,002	266	266	7,256	9,772	0	279	447	382
PSE	134,611	131,022	3,425	3,379	98,285	94,149	8,204	6,757	2,322	2,235
P.A.H.	13,094	13,094	366	366	21,794	20,306	0	0	950	1,062
Thatcher	8,565	8,219	38	38	24,228	47,652	0	0	9	47
Store A	127,096	127,058	0	0	2,076	3,905	0	0	0	0
Store B	112,036	96,376	0	0	2,018	2,863	0	0	0	0

Financial Statistics for 1991-1993

A. Books and backruns of periodicals

	<u>1993</u>	<u>1992</u>	<u>1991</u>
Library Vote (Operating Grant)	\$1,351,180	\$2,278,348	\$1,398,737
Research Infrastructure Funds	\$106,825	\$93,702	\$95,492
Other Library Funds	\$32,408	\$22,841	\$24,320
Bequests and Donations	\$51,963	\$44,129	\$38,105
Humanities Group	0	0	\$3,417
Dept. Research Funds	\$141,218	\$83,998	\$65,735
Dept. Maintenance Funds	\$23,074	\$8,244	\$5,308
Other Dept. Funds	\$2,880	\$7,665	\$6,406
Hospital Boards	\$27,288	\$29,483	\$19,613
<u>Total Books</u>	<u>\$1,736,836</u>	<u>\$2,568,410</u>	<u>\$1,657,133</u>

B. Continuing Subscriptions

	<u>1993</u>	<u>1992</u>	<u>1991</u>
Library Vote	\$4,270,513	\$3,631,912	\$3,021,712
Research Infrastructure Funds	\$52,925	\$54,405	\$5,519
Bequests and Donations	\$4,208	\$40,156	\$5,806
Other Library Funds	\$8,421	\$9,283	\$9,440
Dept. Research Funds	\$29,397	\$16,269	\$17,937
Dept. Maintenance Funds	\$1,018	\$1,871	\$1,611
Other Dept. Funds	\$9,252	\$6,728	\$24,228
Teaching Hospitals Recurrent Grant	\$26,250	\$26,250	\$26,250
Hospital Boards	\$245,271	\$193,166	\$184,554
<u>Total Continuing Subscriptions</u>	<u>\$4,647,255</u>	<u>\$3,980,040</u>	<u>\$3,297,057</u>

C. Audio Visual Materials

	<u>1993</u>	<u>1992</u>	<u>1991</u>
Library Vote	\$59,435	\$88,862	\$59,638
Research Infrastructure Funds	\$5,278	\$10,071	\$7,000
Bequests and Donations	\$43	\$1,196	\$824
Dept. Research Funds	\$900	\$1,655	\$19,104
Dept. Maintenance Funds	\$8,248	\$9,413	\$7,137
Other Dept. Funds	\$2,837	\$3,190	\$1,823
<u>Total Audio Visual Materials</u>	<u>\$76,741</u>	<u>\$114,387</u>	<u>\$95,526</u>

TOTAL LIBRARY MATERIALS

	<u>\$6,460,832</u>	<u>\$6,662,837</u>	<u>\$5,049,716</u>
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D. Expenditure on Operating Costs	<u>1993</u>	<u>1992</u>	<u>1991</u>
<i>Binding</i>			
From Library Vote	\$430,290	\$330,404	\$366,012
From Hospital Boards	\$3,850	\$22,220	\$16,720
Other Funds	\$8,685	\$8,226	
<u>Total</u>	<u>\$442,825</u>	<u>\$360,850</u>	<u>\$382,732</u>
<i>Running Costs</i>			
From Library Vote	\$738,646	\$842,824	\$698,870
From Hospital Boards	\$17,629	\$12,757	\$17,219
From Other Funds	\$245,742	\$85,603	
<u>Total Running Costs</u>	<u>\$1,002,017</u>	<u>\$941,184</u>	<u>\$716,089</u>
<u>Total Operating Costs</u>	<u>\$1,444,842</u>	<u>\$1,302,034</u>	<u>\$1,098,82</u>

(Excludes cost recovery services such as photocopying and online searching)

E. Equipment	<u>1993</u>	<u>1992</u>	<u>1991</u>
From Library Vote	\$206,525	\$867,813	\$263,773
From Hospital Boards	\$1,738	\$1,023	\$576
From other Funds	\$68,617	\$111,172	\$23,919
<u>Total Equipment</u>	<u>\$276,880</u>	<u>\$980,008</u>	<u>\$288,268</u>

* Includes \$702,695 towards an integrated library computer system

F. Salaries and Salary Costs	<u>1993</u>	<u>1992</u>	<u>1991</u>
From Library Vote	\$8,907,011	\$8,479,532	\$7,523,758
From Hospital Boards	\$240,586	\$292,218	\$216,312
From Other Funds	\$77,530	\$71,422	\$42,851
<u>Total Salaries and Salary Costs</u>	<u>\$9,225,127</u>	<u>\$8,843,172</u>	<u>\$7,782,921</u>

G. Summary of Library Expenditure	<u>1993</u>	<u>1992</u>	<u>1991</u>
Library Materials	\$6,460,832	\$6,662,837	\$5,049,716
Operating Costs	\$1,444,842	\$1,302,034	\$1,098,821
Equipment	\$276,880	\$980,008	\$288,268
Salaries and Salary Costs	\$9,225,127	\$8,843,172	\$7,782,921
<u>Total Library Expenditure</u>	<u>\$17,407,681</u>	<u>\$17,788,051</u>	<u>\$14,219,726</u>

H. Source of Funds	<u>1993</u>	<u>1992</u>	<u>1991</u>
Commonwealth Government			
- Library Budget	\$15,963,600	\$16,519,695	\$13,332,500
- Research Infrastructure	\$165,028	\$158,178	\$108,011
- Research	\$171,515	\$101,922	\$102,776
- Teaching Hospitals Recurrent	\$26,250	\$26,250	\$26,250
- Departmental Maintenance	\$32,340	\$19,528	\$17,473
Other Departmental Funds	\$14,969	\$17,583	\$32,457
Hospital Boards	\$536,362	\$550,867	\$454,994
Other Library Funds (including Bequests and Donations)	\$497,617	\$394,028	\$145,265
Total	<u>17,407,681</u>	<u>\$17,788,051</u>	<u>\$14,219,726</u>

Library Operating Budget Expenditure as % of University Operating Budget Expenditure	% 6.91	% 7.49	% 6.80
Total Library Expenditure as % of Total University Expenditure (excluding Property, Plant and Equipment)	*5.25	* 5.60	5.20

* From 1992 The University's financial statements were prepared on an accrual basis and this new basis of accounting is reflected in the figures provided.