



UNIVERSITY OF QUEENSLAND LIBRARY
ANNUAL REPORT OF THE UNIVERSITY
LIBRARIAN FOR 1979

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(From June 1965)

Deputy University Librarian

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(From February 1978)

Principal Librarian i/c Acquisitions and Serials

V.W. Prescott, B.A. *Syd.*, A.L.A., A.L.A.A.
(From June 1966)

Principal Librarian, Administration

Judith A. Wilson, B.A., A.L.A.A.
(From January 1976)

Senior Principal Librarian i/c Cataloguing

Mary R. McCarthy, B.A., Dip.Phty., A.L.A., A.L.A.A.
(From December 1966)

Senior Principal Librarian i/c Reference Services

S.J. Routh, B.A., M.S. *Col.*, A.L.A.A.
(From November 1966)

Senior Principal Librarian i/c Medical Libraries

R.J. Boscott, B.Sc., Ph.D. *Birm.*, Ph.D. *Cardiff*, A.R.I.C.
(From September 1969)

Principal Librarian i/c Reader Education

W. Cooper, B.A., A.L.A.A.
(From 1 February 1975)

Senior Principal Librarian i/c Undergraduate Library

B.J. Guyatt, M.A., A.L.A.A.
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Principal Librarian i/c Biological Sciences Library

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Front Cover: The Library's Union List of Serials changes to microfiche

UNIVERSITY OF QUEENSLAND LIBRARY

ANNUAL REPORT OF THE UNIVERSITY LIBRARIAN FOR 1979

In my last Report I suggested that 1978 might prove to have been the last of the good years, and that in 1979 the combination of reduced funds for new monographs, withdrawal of books for which shelf space is no longer available and reduction of staff through enforced salary savings would mark the commencement of a decline in library services. It is a relief to report now that the decline in the Library's purchasing power has been halted at least for 1980, and that the remedial measures taken to meet other impending dangers have prevented any apparent major deterioration in service so far.

Looking back over the year there has been a fever of activity. In addition to normal activities intended to offer the highest level of service to the university community, forward planning and development have continued and funds have been found from various sources to work towards improved procedures.

GENERAL MATTERS

The Library's most intractable problem continues to be lack of space for the new material which must be bought if the university community is to continue to have access to recent information; without such access, study and research will stagnate. The University's Submission to the Universities Council has as its third priority for capital works the construction of Stage 2 of Central Library. Given the contemporary parsimony of Government towards universities, planning must continue on the assumption that there will be no Stage 2 in the foreseeable future and that withdrawal of a number of volumes equivalent to the annual intake of new material must continue indefinitely.

The withdrawal policies drawn up in 1978 had their first full year of implementation in 1979. Diversion of effort to other more immediate tasks prevented achievement of the full target of withdrawing annually 40,000 volumes to Store and 20,000 for discarding. In the event more than 17,000 volumes were discarded and the Store grew to nearly 20,000 volumes.

The logistics of discarding large quantities of material have proved troublesome. Every effort is made to stage the flow of material to prevent overloading of the cataloguing

staff or of the quite restricted holding space for material in process of withdrawal. It takes time to list material for disposal and to await replies. Unwanted material must then be perforated for security reasons before handing over to the Alumni Association for their Book Fairs. It is ironical that procedures associated with relieving the lack of shelf space are exacerbating the shortage of storage space elsewhere in the library.

Environmental conditions in the warehouse which accommodates the Store are not suitable for the preservation of some less-used material. At the end of 1979 some seating was removed from the top floor of the Undergraduate Library and an air-conditioned storage area was created to hold more fragile items.

It is appropriate to repeat here the comment in my last Report to the effect that, as time passes, withdrawal decisions will become more difficult and consequently more expensive in staff time. The obvious candidates for withdrawal will have been removed in the first couple of years but in later years the Library will be compelled to withdraw items with increasing relevance to current teaching and research activities. In ten years time one third of the Library's holdings could be in remote store, not a happy position for a university which plans to place increasing emphasis on research.

Shortage of shelf space is not a problem peculiar to this university library. Advantage was taken of the request from the Tertiary Education Commission for suggestions for evaluative studies to put forward a proposal to study various solutions to problems of growing bookstocks and the costs relating to them. The Commission agreed to fund such a study which is to be carried out by the Graduate School of Librarianship at Monash University with a consultancy panel including from this university Professor Don Lamberton, the University Librarian and the Deputy Librarian.

The lack of capital funding also means that conditions for staff and users of the medical libraries remain deplorable, particularly at the Clinical Sciences Library. Conditions for readers elsewhere are at least tolerable. It is to be hoped that capital funds will be granted in the 1982/84 triennium for Clinical Sciences Block B which is the project to which the university has given highest priority, so that medical staff and students can have access to library facilities which are at least comparable to those for other faculties.

Senate's allocation in 1979 to the Library for the purchase of library materials represented an increase of only 0.2% over the original allocation for 1978 and 95% of actual expenditure. With an anticipated increase in periodical prices of at least 15% it was necessary to reduce expenditure on books by 25%.

Since there could be no assurance that the budget would be increased for 1980,

plans had to be made to meet what might amount to a reduction of \$100,000 in real terms. It would not be acceptable again to reduce book expenditure in order to pay periodicals subscriptions and consideration was given to the effects of a reduction of this magnitude on the commitment to subscriptions. Since it was unlikely that many of the basic but expensive subscriptions could be cancelled the Reference Librarian and Branch Librarians were asked to list up to 20% of all periodical titles as possible candidates for cancellation. Consultations were carried out with teaching staff and every effort was made to bring the problem to the attention of the university generally.

In the event, the Library was granted an increased allocation for 1980 and a large scale cancellation of subscriptions proved unnecessary, although a number of titles was cancelled. Nevertheless the crisis highlighted what is likely to be a continuing problem. The university's recurrent grant is decreasing in real terms. The cost of library materials is rising faster than the rate of inflation because with libraries in many countries experiencing funding difficulties, publishers are redistributing their capital costs over a smaller number of purchasers. It appears probable that this trend will continue, particularly as libraries attempt to reduce their costs by sharing materials through formal networks or inter-library loan.

If the library is to maintain purchases and service at the present level it is going to consume an increasing proportion of the university's declining recurrent funding. For library purchases this would amount to an extra 0.3% of the university's recurrent grant each year or between \$200,000 and \$300,000, the equivalent of 10 to 15 lecturers' salaries. It is worth noting that the additional \$198,000 received for 1980 will not restore book expenditure to 1978 levels.

The statistics at the end of this report indicate that the number of new book titles purchased fell from 17,195 in 1978 to 14,554 in 1979. This was the lowest figure since 1973.

Another growing financial commitment in the library is the maintenance and replacement of equipment. In addition to computer hardware, the library has increasing investment in microform readers and reader-printers, electronic security systems, photocopiers and audio-visual equipment. This is a long way from the days when the library's principal equipment needs were shelving and filing cabinets, although these too are still necessary. The university allocating authorities appear to have accepted the library's need for money to purchase equipment; it is much more difficult to obtain additional maintenance funds to meet servicing and other associated costs, and this problem is being made more difficult by the tendency to shift costs which were formerly paid centrally onto the budgets of individual departments.

The Library had the benefit of two grants from the General Development Grant. One was used to create software and then to input data relating to Central Library materials for the second stage of the on-line lending system. The other financed a trial project on the on-line cataloguing system ORACLE, created by the State Library of Queensland. Both of these projects are reported in more detail later in this report, but attention should be drawn to the beneficial effects of grants of this kind at a time when the general tightness of other funds could foster stagnation.

Finally in this section, it is ironical that the regularity of industrial problems in the electricity generating industry has compelled the library to institute regular procedures to cope with blackouts. Those libraries which are dependent on artificial light close during power failures and there are guidelines for deciding at what stage libraries will close for the night. These procedures were used frequently during 1979.

Relationships Beyond the University

Government Committees of Inquiry and the Tertiary Education Commission itself regularly urge greater library co-operation. The Williams Report and the Tertiary Education Commission's Report for 1979-81 are no exceptions. These admonitions overlook the fact that there is more co-operation among libraries than between any other departments of universities and colleges. This manifests itself not only through inter-library loan at national and international levels, but through formal bodies such as the Australian Advisory Council on Bibliographical Services (AACOBS), its Regional Committees, and the Committee of Australian University Librarians (CAUL) which maintains a constant flow of correspondence between annual meetings. The University Librarian represented the university at AACOBS Council meetings as well as, with the Reference Librarian, at the Regional Committee. The University Librarian was also again elected as a member of AACOBS Standing Committee. The Deputy Librarian, Mr. Eric Wainwright, was President of the Queensland Branch of the Library Association of Australia in 1979 and other members of the library staff also held office in the Branch and in specialist sections of the LAA.

A number of developments at national level will affect the library. Parliament has debated amendments to the Copyright Act which would greatly alter the position in relation to photocopying. The University Librarian drafted the AACOBS submission and represented AACOBS in discussions on copyright with the Attorney-General's Department.

AACOBS has also been pressing for a National Information Policy to improve information flow in Australia. Discussions are under way between State and Federal

Governments about the formation of an Australian Libraries and Information Council. Such a development could help to improve library service; on the other hand it could lead to interference with the university's prerogative to decide for itself on the level of library services which it needs to support. It is important to maintain the university's right to make its own decisions on library matters and particularly on what service it will offer to those who are not staff or students of the university. Service to the general community should not be given at the expense of the university's own staff and students and there is a good case to be made for the proposition that the university should be compensated for the contribution which it now makes voluntarily to other libraries in Queensland.

The contribution to other libraries is illustrated by the 30% increase in loans to other libraries, from 18,173 in 1978 to 23,466 in 1979. Part of this increase reflects a more accurate record of direct loans to Griffith University Library, but there is other growth which undoubtedly reflects the decreasing purchasing power, and consequent drop in self-sufficiency, of all libraries. Another contributing factor is, no doubt, the greater range of relevant material brought to notice by computer information retrieval data bases. The latter is almost certainly a major reason for the 20% increase in borrowing by this library from other libraries, from 8,418 in 1978 to 10,081 in 1979.

The TEC has agreed to finance an evaluative study of the inter-library loan system which was suggested by the Committee of Australian University Librarians.

It has long been apparent that many people who are neither staff nor enrolled students of the university use the libraries particularly in the evenings and at weekends. While fairly strict limitations are imposed on the granting of borrowing privileges to outsiders, no attempt is made to control consultation of open access material within the library.

A survey of users was carried out over two weekends in First Semester. This revealed that the proportion of outside users ranged from 31% in the Reference area of Central Library to 10.5% in Law Library. A significant proportion of these users were from other universities or colleges, 6% of all users in Law and Biological Sciences, 12% in Undergraduate Library, 14% in Central Lending and 19% in Central Reference.

There is no evidence that outside users are occupying seating space required by university staff and students as was the case in the old Main Library. Nevertheless there are potential problems in some libraries, particularly Law with the very heavy use of its facilities and materials, and Architecture/Music where the comparative strength of the collection of music scores, in particular, in relation to other libraries in Queensland attracts an unwelcomely high number of outside users.

Movement towards co-operation with other libraries in providing service to external students is reported later, under Thatcher Library.

Planning and Development

In a time of static funding there is little scope for the development of new services. As reported later,⁵ computer-based information retrieval services continue to be developed on a charge for service basis. The principal ways to release staff to meet new pressures are by developing more labour-efficient procedures or by ceasing to offer some of the present services. Continuing review has identified only small opportunities for the latter.

Computer-based procedures offer scope for improved services and, hopefully, greater efficiency. Estimating cost-effectiveness is difficult because substantial changes to procedures create new patterns of user demand. The contribution which the computer-based on-line lending system makes to the work of the Undergraduate Library was graphically demonstrated when hardware problems in the mini-computer took the system out of action for much of Second Semester. Additional staff had to be diverted to assist in Undergraduate Library, and arrears of book discharging and creation of overdue notices accumulated. Library users were unable to obtain many of the services to which they had become accustomed.

Work on Lending System Stage 2 was delayed by the resignations of the Systems Analyst and one programmer. Fortunately work on the Stage 2 system was sufficiently advanced for the Library to contract with the Computer Centre to develop software to input data about Central Library books. With the assistance of the General Development Grant the target of entering 100,000 items during the Long Vacation was considerably exceeded and incoming material for Central Library continues to be added. With the arrival towards the end of the year of the new Systems Analyst and of the PDP 11-34 and associated equipment, work was resumed on Lending System Stage 2.

The General Development Grant also financed a project to develop a machine-readable catalogue for the material sent to Store under the withdrawal programme. A Librarian was transferred to a new responsibility for Special Systems Projects. After study of the limited range of options which are available for computer-based cataloguing systems in Australia, he recommended that the Library should seek to enter material into the State Library's ORACLE system on an experimental basis.

Following this decision approval was obtained to alter the original project so that the data input to ORACLE was a controlled mix of entries for older material,

entries for which machine-readable cataloguing could be obtained from the National Library and entries for current material for which machine-readable data was not available. While the project had not been completed by the end of the year, entry had run smoothly and comparative costing studies were under way. Nevertheless all of the modules of the new system were not yet operating and consequently had not been tested. In addition there were a number of administrative problems on the State Library side which would need to be solved before the university library could consider using the ORACLE system on an ongoing basis.

At the end of 1979 the Library was about to issue the first microfiche edition of the *Union List of Periodicals*. Production in this form is much cheaper than printing on paper, and revised editions can consequently be produced more frequently. This is important as many changes accumulate in quite a short period. An initial investment in microfiche readers for all libraries was necessary but these can also be used to consult the national union lists which now also appear in microfiche.

CENTRAL LIBRARY AND CENTRAL LIBRARY SERVICES

Central Library Building continued to experience problems with air-conditioning and with the automatic doors. After the expenditure of much time and effort some adjustments were made to improve the air-conditioning particularly in the critical area of Fryer and the Rare Books stack. One can only hope that if Stage 2 is ever built the air-conditioning problems will also be overcome. By the middle of Second Semester both sets of automatic doors at the Main entrance had finally expired and the university had reluctantly decided to spend a large sum of money on complete replacement.

It has also become obvious that if Stage 2 is to be postponed for several years by lack of capital funds, it will be necessary to carry out a complete reorganisation of Central Library reader service areas. Fryer Library needs more stack space. The microform collection is growing rapidly, overflowing into the Reference area. Much more generous micro-reading space is needed. The card catalogue must have space to grow, as must the reference collection.

Comprehensive, and expensive, proposals have been made which will considerably alter present arrangements; they will probably result in the loss of some seats on the Third level, which is known not to be able to meet the demand at peak periods. Fortunately the controlled access stack arrangements mean that books can be taken elsewhere to be read and this mitigates, although it by no means justifies, the loss of this seating space.

The proposed rearrangement is in line with the intended use of Stage 2 if and when it gets built.

Staffing

The most important changes in Library staffing were in the Law Library. Following the retirement of the Librarian in charge, permission was obtained to advertise at Principal Librarian for a professional librarian with a law degree or at Senior Librarian for a graduate professional librarian without a law degree. In the event there were no candidates with law degrees and Mrs. J. Airo-Farulla was appointed as Senior Librarian to take up duty in 1980.

With the extension of the Law Library to almost double its former size, the level of staffing was clearly quite inadequate. While the university is not in a position to finance additional positions, permission was given for adjustments to be made within the Library's salary allocation to permit the appointment of two Library Attendants. In 1979 this was allowed to be offset against the 0.75% saving which the Library was required to make. Unless an increase in the salaries vote can be obtained the Library will need to continue to delay appointment to vacant positions in order to ensure that the vote is not exceeded.

Other adjustments were made to the arrangement of library staff. The transfer of a Librarian to Special Systems Projects has already been mentioned; another position was converted to Systems Programmer and fractional reductions in various parts of the Library permitted strengthening of Library Audio-Visual Services and the pool of relief staff, both of which were under considerable pressure. Further adjustments were under discussion at the end of the year.

The number of resignations and retirements again declined, from 33½ positions in 1978 to 31 in 1979. Of these 7 were graduate professional staff, 4 were sub-professional, 2 were in systems work and 19 were non-professional. Up to 100 applications were received for advertised non-professional positions in addition to the almost daily registration of applicants for consideration for future vacancies.

Librarian and sub-professional vacancies continue to be rare because although the policy of automatic promotion on qualification has ceased for staff appointed since late 1978, sufficient staff are still qualifying under the older arrangements to keep the professional and sub-professional levels above establishment. This meant that only temporary positions could be offered to newly qualified graduates from QIT at the end of the year.

A major cause for concern is the impact of Long Service Leave and Maternity Leave on the maintenance of library services. The large increase in library staff in the sixties is being reflected in the numbers becoming eligible for Long Service Leave. The Library has a high proportion of female staff but when Maternity Leave was introduced in the early seventies, no adjustment was made to staff establishments to compensate for the probable incidence of such leave. In 1979 eight staff took Long Service Leave and nine took Maternity Leave. Whereas in less stringent times it was not too difficult to establish a case for the employment of a temporary replacement, replacements must now be financed from salary "savings". This proved possible in about 60% of cases, but only because other positions were vacant. Library service cannot be turned on and off in response to changes in staff numbers and either an additional load is carried by the remaining staff or the standard of service falls.

At a time when there are few vacancies in libraries and consequently few opportunities for professional librarians to widen their experience, it is important to offer alternative means of sustaining interest and enthusiasm. The Senior Staff Meeting discussed proposals to increase opportunity for exchanges within the library and, if possible, with other libraries. There are also every year more conferences and seminars, reflecting the growing complexity of information problems and greater inter-dependence between libraries. The costs of interstate travel and the high fees which are now charged for attendance at many conferences and seminars are such that the Library is able to offer only very limited support for staff interested in improving their professional knowledge.

Administration

A great deal of administrative time goes into planning the optimum use of staff resources. In addition to the permanent staff there are large numbers of temporary part-time employees among whom the turnover rate is high. Reviewing present workloads in sections and branch libraries in order to plan staff adjustments is a continuing task. Special steps must be taken to divert staff for special projects such as the lending stage 2 data input, the ORACLE trial or revision of the Union List of Periodicals.

A study of the overall salary structure is being carried out. Present arrangements were established before three year professional qualifications and library technician's certificates were common. The abolition of automatic promotion on qualification is comparatively recent. There are long overlaps between the professional gradings and anomalies resulting from basing some salaries on public service analogies and some on academic salaries.

The road to new salary arrangements is long, first in persuading university administrators and committees of the need for changes and what form they should take, and then in negotiating with the union involved, especially at a time when there is a dispute whether there should be state coverage by the present unions or federal coverage by another union. Nevertheless the process has to begin somewhere.

The programme to withdraw books to Store or for discarding has gone reasonably well although the regular schedules have occasionally been interrupted by the pressure of other work. The Guidelines appear to be reasonably adequate for present decision making but they will need to be tightened once the fairly easy decisions of these first couple of years are superseded by more equivocal judgments as the programme begins to bite into more frequently used material.

Discarded material is offered first to other libraries and then to the Alumni Association for their Book Fairs. If discarding continues at the present level, - 17,000 volumes in 1979 - it is doubtful that a voluntary group, however dedicated, can cope with the work involved. At present "discarded" material continues to occupy library space in the warehouse for a considerable time. This will not be possible as the Library's store material grows, especially as the Library itself has no other area in which it can sort the large donations which it receives from time to time.

The Cataloguing Department absorbed the additional work of altering catalogue entries during 1979. To some extent this was made possible by the fall in Acquisitions caused by the drop in purchasing funds. With the restoration of some of that loss in 1980, there could be some conflict in priorities between new and withdrawn material.

In addition to the survey of weekend outside users which has already been mentioned, other surveys were conducted to assess the suitability of present library hours of opening. These led to the following conclusions; that the opening hours in Architecture/Music should not be changed; that Undergraduate Library should not open late one evening in Long Vacation; that Central Library should close at 10.00 p.m. throughout the academic year but might open until 10.00 p.m. instead of 8.00 p.m. one night each week in Long Vacation; and that Biological Sciences Library need not open in the evenings during mid-semester break. Extension of Saturday opening in Thatcher Library to the afternoons has proved very popular with external students who live within driving distance of St. Lucia.

For the first time, libraries did not open on Exhibition Wednesday because the rate of usage does not justify the high salary penalty rates which must be paid.

Systems

Wendell Cockrell, Systems Analyst since 1973, resigned in mid-year. A great deal of the credit for designing and maintaining what is possibly the most sophisticated on-line lending system in Australia belongs to him. He was also largely responsible for the computer-based Union List of Periodicals. Before leaving he had completed most of the initial systems design for the next stage of the Lending system. The Library was fortunate to be able to appoint Jim Douglas, formerly a Senior Lecturer in Data Processing at Capricornia Institute of Advanced Education, to succeed Mr. Cockrell.

Mr. Cockrell's specialist knowledge was sorely missed when the Varian Mini-Computer developed problems which took it out of service for much of Second Semester. Obsolescent software and the absorption of Varian by a multi-national company made tracing the problem very difficult. After expenditure of much money and time, including developing a strategy if the Varian could not be resurrected for the 1980 academic year, the difficulty was finally traced to the tape drive head and there is cautious optimism that the hardware will take the load until Lending Stage 2 comes up on the new mini-computer in 1981. The new system incorporates features which will enable service to be maintained if the mini-computer goes down for short periods. Since there are 11-34s elsewhere in the university and the Computer Centre has experience in maintaining them, service problems are likely to be much less troublesome than with the Varian.

Other staff changes also affected Systems staff during the year but development was able to continue through contracting with the Computer Centre for some important projects, including a study of the prospects of converting Lending Stage 1 to the 11-34 as an interim measure. The assistance which the Computer Centre gave while the Library's own systems staff was much depleted was greatly appreciated and it is anticipated that the new staff will work closely with Computer Centre staff in the future.

Acquisitions

Comments have already been made on the problems of funding library purchases at a time of rising costs, and the fall in book purchases which occurred during 1979. In monographs not only was the number of new titles the lowest since 1973 but the number of volumes was the second lowest since 1968. The major impact has been on the two libraries which primarily serve undergraduates, Undergraduate Library and Thatcher Library since there has been a notable reduction in the purchase of multiple copies.

Figures given in the Bookseller (London) indicate that British book prices rose by 9.6% between July-December 1978 and July-December 1979. When allowance

is made for adverse changes in the exchange value of the \$A this represents an increase in price to Australian purchasers of 24.59%. Prices of German books also rose markedly but fortunately a smaller change in relation to the \$US made the increase for U.S. books less disturbing.

Periodical subscriptions absorbed 66.5% of purchases from recurrent funds in 1979. In spite of the increase in recurrent funds, it is anticipated that more than 64% of the library's purchasing budget will be taken up by periodicals subscriptions in 1980.

Teaching Departments were naturally unhappy about the reduction of allocations to departments by 25%, and the rationale on which allocations are made took up much time at Library Committee meetings. It is pleasing to report that day to day co-operation with teaching departments remains excellent and a great deal was done to tidy up old orders and eliminate those for material which was obviously no longer available. Tight budgeting has reduced the Library's forward commitment for books at the end of the financial year to the lowest for many years.

In 1979 the Library began to provide statistics to the AVCC Working Party on Library Costs to monitor the price of new books and continuing periodicals. While comparative costs over a full year will not be available until 1980, the average cost of books increased from \$17.81 in the first quarter of 1979 to \$18.73 in the final quarter, an increase of just over 5%. Analysis of periodical subscriptions can be done only on a 12 month basis and this information will be given in the next Annual Report.

While there was a decline in ordering work in 1979, which has permitted the transfer of some staff to other areas, the load on the accounts staff is increasing. This is due to the growth in the number of services for which charges are made such as photocopying, printout from micro-reader printers and information retrieval services.

Serials

The number of periodicals received increased from 20,768 to 21,134. This increase might appear to conflict with a claimed policy of cancelling subscriptions whenever possible. However only 249 of the 648 new unique titles and 39 of 52 new duplicate titles are actually paid for, the remainder come by gift, exchange or deposit. One hundred and twenty-two subscriptions were discontinued either through cancellation or cessation of publication. One hundred and thirty-two gift and exchange titles ceased to arrive.

If the university is to remain alive as a centre of active teaching and research, important new periodicals must be purchased. Review procedures exist so that new

subscriptions can be reconsidered twice before they are continued as a normal routine. After that, inspection of the shelves for candidates for the withdrawal programme should automatically bring to light titles which appear not to be used.

Prediction of periodicals costs for budgeting purposes is a nightmare. They are affected not only by the inflation rate in the country of origin but also by the effects of a reduced market as libraries cancel subscriptions and by the vagaries of the exchange rate of the \$A against a number of foreign currencies, though principally the £ sterling and the \$US. In addition initial and supplementary invoices may be received within different financial years.

An analysis of expenditure on periodicals revealed the following information:

Periodical Expenditure in Various Currencies

<i>Currency in Which Paid</i>	<i>1979</i>		<i>1978</i>	
	<i>Amount in \$Aust</i>	<i>% of Total</i>	<i>Amount in \$Aust</i>	<i>% of Total</i>
US\$	151277	25.7	151976	28.7
£Stg	294504	50.1	257865	48.8
\$Aust	86880	14.8	78924	14.9
D.Mark	32224	5.5	27134	5.1
D.Gldrs	13338	2.2	7961	1.6
French F	1579	.3	820	.2
Other	8277	1.4	3939	.7
	\$588079	100.0%	528694	100.0%

These figures demonstrate the importance of movements in international exchange rates against the \$A, particularly the £Stg and the \$US.

Serials Section is responsible for disposal of withdrawn material, including monographs. Of 10,353 items offered to other libraries through disposal lists no fewer than 8,233 were requested; this would appear to justify the considerable amount of work involved.

One of the solutions to the storage problem is to replace backsets of bound periodicals by microform and to purchase microform instead of binding recent issues. This has long been library policy for newspapers. The Serials Section is engaged in ascertaining those titles for which microform is available. When this information is complete

cost estimates can be prepared to compare binding and microform charges and the use of individual titles can be checked to discover whether usage is within the level that could be satisfied by microform, which is seldom satisfactory for heavily used items.

Cataloguing

Attention has already been drawn to the smaller number of books purchased and catalogued in 1979, the details are set out in the statistical tables at the end of this Report. In addition nearly 20,000 titles were reclassified, more than 5,000 records were altered for books going to Store and a further 10,000 records were altered for books which were discarded. Other time "saved" through the lower intake of new books was spent on preparing for the introduction of the new Anglo-American Cataloguing Rules, the ORACLE Project and the Holdings Entry project.

It is pleasing to be able to report that after ten years of carefully planned work the reclassification of all books and periodicals in all libraries from Dewey to the Library of Congress Classification is virtually complete. Only one or two small pockets of material remain to be processed and fortuitously they consist principally of books which should also be considered for Store or Discard under the Withdrawal Programme. Reclassification was carried out without the appointment of special additional staff and this achievement was principally due to the enthusiasm and practical approach of the cataloguers themselves. The change was not based on any deep philosophical conviction that the new classification would produce a more rational arrangement on the shelves. The decision was taken on practical grounds, the need for each title in a large library to have a unique "address" and the almost comprehensive coverage of the materials we were likely to purchase by data available from the Library of Congress. The efficiency of the resulting cataloguing procedures is borne out by the fact that the Cataloguing Department, with staff levels certainly no higher than those at comparable libraries, has been able to catalogue all incoming material while still using manual procedures without any arrears accumulating; at the same time additional responsibilities were accepted either for temporary projects, such as the ORACLE experiment, or on an ongoing basis, as with the Holdings procedure.

As has already been mentioned commentators who are not librarians constantly advocate greater co-operation and rationalisation of library procedures, and such injunctions are usually gratuitous. One of the penalties of rationalising cataloguing procedures by making maximum use of cataloguing data created elsewhere, - as our library does - , is the need to change practice and existing records when international standards change. The new Anglo-American Cataloguing Rules will be adopted by Library of Congress, the British Library and the National Libraries of Canada and Australia in 1981.

Since these libraries are the source of nearly all cataloguing data relevant to our acquisitions, there is little chance of avoiding the quite large amount of additional work caused by adopting the new Rules. Detailed decisions will be made in 1980 on procedures for doing this.

The ORACLE experiment is described elsewhere. It took up a lot of time during the year. Even if the experiment shows that ORACLE is unsuitable for our needs, the benefits gained by practical experience with an automated cataloguing system will more than justify the cost. Few other Cataloguing Departments have had the benefit of a trial run; most have had to combine learning with the pain of developing a new system.

The Holdings Project to input data for 100,000 titles in Central Library preparatory to the introduction of Lending Stage 2 depended heavily on the Cataloguing Department to prepare information and check input. In 1980 data will be input for all additions to Central and Undergraduate Libraries and this responsibility will be assumed by the Cataloguing Department.

Library Audio-Visual Services

Although this section is housed in the Undergraduate Library to whose users service is given from the same office, it is a central library activity in the sense that it serves all branch libraries.

Growth in terms of coverage and user demand continues to be evident. Many programmes are relevant to particular courses; 202 such programmes were discarded at the end of 1978 and 303 were added during the year. Some 3,300 users borrowed equipment for use in Undergraduate Library; no figures are available for use in branch libraries where much equipment is on open access. One hundred and seventy more films were borrowed from other institutions than in 1978, for a total of 1,299. Attendance at screenings and replays in the viewing rooms reached almost 6,000.

There is very close and continuous contact with teaching departments and much co-operation in the funding of purchases and the creation of A/V material. The section's staff were also active participants in the creation by the library of a video-recording to alert library staff to the problems of handicapped students, a number of whom co-operated in the production which is now in demand by other Australian libraries.

The limitation to office hours of A/V Service in Undergraduate Library severely handicaps part-time students. In spite of the requirement that staffing economies be made, it is hoped to offer longer hours of access to A/V materials in 1980.

The air-conditioning system in the Duhig Building has been troublefree by comparison with Central Library. However it is far from ideal for the preservation of A/V material; this was not a consideration when the plant was installed, several years before the library entered the A/V field. The University has an expensive investment, especially in films and video-tapes, which require cooler and more stable conditions than other library materials except rare books. The unpromising outlook for new buildings suggests that the most that can be done is to plan to create a special controlled environment within the present building.

Store

As forecast in my last Report the Library Store collection was moved into a larger area in the Herston Warehouse during 1979. This is now expected to be sufficient until 1982.

Conditions at the Store are far from ideal, hence the plan to convert air-conditioned space in the Duhig Building to store fragile or valuable material. Apart from environmental and dust problems, the two-level shelving is expensive in labour; there is no lift to move books or trolleys to the upper levels, which can be done only by man-handling; the open weave of the metal decking means that trolleys can be moved only where boards have been laid for smooth running and this is possible only in the main aisles. The latter point will be watched when planning the next expansion; cost may prove an insuperable barrier to a lift or hoist installation.

An unanticipated benefit from the Store has been space to sort large donations. Central Library can no longer accommodate unsorted collections. The Library from time to time receives quite large donations and bequests of books and periodicals, often amounting to several tons. Even when only a small quantity is finally retained, space to sort and check the material is essential.

READER SERVICES

The survival of the Library in the competition for funds within the university depends on the quality of its reader services and the relevance which they are seen to have to teaching and research. Borrowing from most libraries has declined slightly but there are contrary trends in others.

In contrast to ordinary borrowing, borrowing of reserve materials rose by more than 6% with explosive rises in some libraries such as Central Medical (+73%),

Dentistry (+73%) and Physics (+42%). Reserve loans are labour intensive and statistics such as these prompt a review of practice.

The decline in normal borrowing may have been influenced by poorer availability of multiple copies to undergraduates. Accessions to Thatcher Library have declined by 54% since 1977 and to Undergraduate Library by 41%.

An increase in inter-library loans was to be expected given the declining purchasing power of libraries generally but this does not make it less worrying in terms of the staff time which such loans absorb. Griffith University accounted for 11% of the loans to other libraries in spite of the fact that many Griffith staff and post-graduate students have been granted direct borrowing privileges. The declining purchases of libraries across Australia may account for the fact that only 83% of our requests for loans from other libraries were successful as against 92% the previous year.

Some perspective on inter-library loans activities is given by analysis of 1978 statistics for academic libraries. In that year this library requested more inter-library loans on behalf of its readers than any other academic library in Australia except the University of New South Wales (QU 8,418, NSW 9,839). In the supply of inter-library loans to other libraries, Queensland (18,173) ranked fifth behind Adelaide (35,7081), Monash, New South Wales and Melbourne. The Queensland figures are lower than would be the case if the libraries of three major Brisbane Hospitals were outside the University Library system. In contrast all of the other tertiary libraries in Queensland lent only a total of 7,825 items to other libraries.

In my last report I mentioned the growth of on-line information retrieval activity and the expectation that overseas telecommunications charges would decline in 1979 with the introduction of the MIDAS packet-switching system. The following table illustrates the growth during 1979.

**Comparison of On-Line Information Retrieval Search Services
(1978 in brackets)**

	<i>Biological Sciences Library</i>	<i>Central Library</i>	<i>TOTAL</i>
MEDLINE (Canberra)	117 (81)	-	117
AUSINET (Melbourne)	10 (31)	58	68
LOCKHEED/DIALOG (California)	55 (28)	147	202
SDC/ORBIT (California)	6 (1)	22	28
INFOBANK (New York)	-	5	5
Totals	188 (141)	232	420

A terminal was installed in Central Library during the year.

While the total volume does not look large, two points should be made. The first is that this is the only service for which the library imposes charges, and the charges are set at a level which is intended to cover all costs including staff costs, since no funds can be obtained or diverted from other activities. In the second place the service has not been actively marketed because staff might not be able to meet the demand. Until the level of demand reaches a critical point, there is not sufficient income to pay for additional staff. At the same time there are considerable costs for overheads, telecommunications, reference materials, and training and retraining of operators as the systems themselves change. For the two Australian networks there are also the costs of being represented at national management meetings.

One comparatively painless method of increasing service will be tried in 1980. This will be the offering of "mini-searches", which will be on a limited number of indexing terms and at a standard price of \$10. It is anticipated that many students will find such a service useful when commencing major assignments.

There has been discussion within the library as to whether there is an obligation to support the Australian network AUSINET. Our experience is that use of the Californian data bases offers a better service to our users who are being asked to pay for the searches. On the other hand if AUSINET collapses, the Australian data bases which it carries will cease to be available since the Government appears to be unwilling to assist the National Library to support Australian services. It seems probable that in 1980 there will be consultations between libraries at national level in an attempt to improve AUSINET.

Central Reference Department

This department is deeply involved in both inter-library loan activities and in on-line information retrieval, both of which have already been discussed. The Head of Department believes that it takes from five to ten full days to train a staff member in information retrieval. The installation of a terminal in the department has saved a great deal of time formerly spent commuting to the Biological Sciences Library.

Central Reference staff are responsible for final decisions to withdraw books or periodicals from Main Library, a very large task indeed, and also one which had had to be accepted without additional manpower. Fortunately the demand for more traditional reference work appears to have stabilised; an increase in this work also would have created an unacceptable level of pressure.

The Reference Librarian has the oversight of collection development generally. While funds for normal purchases were in short supply, there was again a special allocation from Equipment funds for backruns and major collections, amounting to \$80,000. Among purchases from this source was the microfilming of the *Gympie Times* for 1869 to 1919 and the purchase for Fryer Library of some important manuscripts of Thomas Keneally as well as supplementary material for the Ernestine Hill collection. Backruns of several important periodicals were obtained to assist research across a wide spread of disciplines.

The threat of financial disaster in 1980 caused a great deal of work to select periodicals titles for potential cancellation. The criteria were borrowing history, coverage by abstracting and indexing services and holdings in other Queensland and Australian libraries. Slips forecasting cancellation and asking for comments were placed on current issues of threatened titles. There was strong protest about a few individual titles and an extended and very helpful commentary was received about the titles in philology and medieval studies.

The study led to the conclusion that the Main Collection has few titles which can be cut as long as the university wishes to keep a fair range of primary source material in the fields in which it does research, and to have immediately available many of the journals in which academic articles of high quality appear. Most of the titles threatened were covered by indexes and abstracts and had a high academic reputation. They were often held by only three or four other libraries in Australia and very seldom elsewhere in Queensland. While the cancellations would have affected only a small number of scholars, the effect on those few would have been severe.

Reader Education

Since a Reader Education Librarian was first appointed in 1975 the programme to educate library users has gathered momentum from year to year. The Reader Education Librarian provides central services, takes special responsibility for reader education in Central Library and assists the librarians in other libraries. In 1979 approximately 5,300 students received some instruction in how to use the library or how to find information for their specific courses. Students at all levels were included in this instruction, as were external students attending the August Vacation School.

In co-operation with Counselling Services special programmes were provided for mature age students and overseas students. A talk was also given to new university secretarial staff.

In addition to revised versions of the wide range of library pamphlets, four substantial bibliographies were compiled to assist later year students to find information. These covered Psychology (revised edition), Education, Human Movement Studies, and Reference Works in the Social Sciences and Humanities (revised edition).

Fryer Library and Special Collections

In any rational world developments which have occurred in the Fryer Library would justify increased staffing, particularly at the professional level. The increase in demand mentioned in my last report has continued. Use of material rose by 49% during the year to 11,857 items; this represents a growth of more than 250% in two years. In part this has been caused by increased use by undergraduates of printed material which is held only by Fryer. Most of these students come from Fine Arts, History and Human Movement Studies. At the same time there is increasing demand also from scholars both in person and by mail for service from the manuscript collection, which is growing rapidly as illustrated by the acquisitions mentioned below.

The establishment of the Australian Studies Centre during the year emphasised the university's intention to pursue excellence in the disciplines related to Fryer Library. This can only mean increasing concentration on the purchase of primary materials which require expensive servicing by professional staff both for organisation and processing and for assistance to users. With a declining staff establishment and growth pressures in other areas, the Library is in no position to divert staff to Fryer. At some point in the not too distant future, additional funds to augment Fryer Library staff must be found either from research moneys or from benefactions.

For the present every effort is being made to increase efficiency. The printed material has been reorganised and clearly labelled, although hopes of producing a listing of these arranged by departments have remained unfulfilled. A great deal of time has been devoted to sorting and identifying photographs from the four major photograph collections, Hayes, University, William Morrow and Sadie Herbert. Increasing use of the manuscripts collection has revealed weaknesses in the present arrangements which justify a complete reorganisation; only a small amount of time can be spared for this because emphasis has to be placed on detailed listing of new materials as they come to the library.

The largest manuscript acquisition was the Sadie Herbert Collection of Xavier Herbert papers which is thought to be one of the most comprehensive such collections relating to a major Australian writer. Other notable acquisitions were records of the Building Workers Industrial Union; the Billy Moloney collection; transcripts of hearings by and submissions to the Queensland Parliamentary Select Committee of Inquiry into

Education; additions to the P.R. Stephensen collection; and papers of leading primitive painter, Charles Collins.

Fryer Library's first *Occasional Publication* was in preparation at the end of the year. To be entitled *Fine Art Exhibitions in Brisbane, 1884-1916*, it is a co-operative venture with the Department of Fine Arts and draws on exhibition catalogues held in Fryer Library and elsewhere. In May 1979 *Thomas Keneally, a checklist*, compiled by Marianne Ehrhardt appeared in *Australian Literary Studies*. The library also again compiled for that journal the *Annual Bibliography of Studies in Australian Literature*.

Organisation of work in the Conservation Unit was also reviewed with an eye to greater efficiency. The unit remains without a conservator because funds have not been available to appoint one. Until such an appointment can be made, conservation work has to be restricted to activities which come within the scope of a skilled bookbinder.

Central Lending Services

Loans dropped by 2.2% to 222,193 in 1979. The decrease was entirely in borrowing by undergraduates; borrowing by staff and by Honours and Post-Graduate students continue to rise. It is interesting that borrowing by undergraduates has declined from 69.4% of total loans in 1973 to 55.4% in 1979, presumably reflecting their increasing reliance on the Undergraduate Library.

One of the benefits expected when on-line lending is introduced will be greater efficiency in dealing with overdue material, in particular in recalling material from staff. In 1979 recall notices had to be sent for 37% of all loans to staff; the comparative figure for students was 8%. Staff recalls (12,581) exceeded student overdue notices (9,252) by more than 3,300. Seventeen letters seeking replacement payments were sent to staff and 513 to students. One hundred and thirteen students were suspended for not paying fines or replacement costs.

Lending Services staff were heavily committed to the programme to record data concerning Main Library holdings for Lending System Stage 2. They also carried out the preliminary marking of books to be considered for the Withdrawal programme.

BRANCH LIBRARIES

Rationalisation of branch libraries came to an abrupt halt when capital funds

dried up in 1975. The controversial proposal for a Physical Sciences and Engineering Library seems now unlikely ever to be implemented. The other much needed rationalisation, of the Central Medical and Clinical Sciences Libraries at Herston along with the Child Health and Royal Children's Hospital collections, is a little more probable and could be achieved in the 1982-84 triennium if the university's first building priority for that triennium is financed.

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In 1979 Law ceased to be the only library at St. Lucia with totally inadequate reading facilities. Not only was space for seating, shelving and offices increased by a total of 465 m² but the whole area was refurbished so that the library no longer resembles a makeshift in one of the poorer third world countries. Regrettably it was not possible to remove the mezzanine floor which was installed as a last resort a few years ago. Its problems of low ceiling, narrow aisles, and constricted passages cannot be solved until something equivalent to the area proposed in the late lamented new Law Building proposal can be made available. In its present location equivalent space would mean that the Law Library would occupy all the space on both floors between the Tower and the Michie Building.

Most of the other libraries at St. Lucia have been modernised in recent years. Several, like Law, have been air-conditioned. A large library with substantial usage which could benefit from some capital investment is Engineering. From its establishment in the mid-sixties its history has been one of ad hoc development as small amounts of money could be found. Indeed there was a time when it had to close at dusk because there were not sufficient lights. While those days have long gone, it lacks the carpet and air-conditioning which have been accepted as standard in other libraries of comparable size. Attempts to obtain funds for these from the General Development Grant have so far been unsuccessful.

The continuance of a number of small branch libraries causes inefficiencies in staffing, since a proper balance of professional and non-professional staff is impossible. The dispersion of the libraries serving physical sciences and engineering is delaying the location of an on-line information retrieval terminal for these disciplines; they are at present served by the Biological Sciences Library, but the use of search analysts with a background in the relevant subject libraries would undoubtedly lead to more active use.

Library staff in branch libraries, particularly the smaller and more remote ones, suffer from isolation. Attempts to overcome this by holding special seminars in the Long Vacation and Inter-Semester break, and by fortnightly publication of Library Staff News, are only partly successful.

An analysis of borrowing on inter-library loan for university staff and post-graduate students perhaps reveals something about the adequacy of the library's holdings in different broad subject areas.

Borrowing From Other Libraries in 1979

Central Library (Humanities and Social Sciences)	5,464
Architecture/Music	170
Biological Sciences	2,320
Law	9
Medical Libraries	1,389
Physical Sciences and Engineering	729

One would not expect a library of 1.25 million volumes to meet all of the needs of a large university in Humanities and Social Sciences. The Architecture and Music Faculties have comparatively small numbers of staff and students and the low figure for inter-library loans is not surprising. The statistics for Biological Sciences and Medicine reflect a high level of activity which was obvious before computer-based searching was introduced, but has possibly been accentuated by this development. The almost complete lack of borrowing for Law could mean that that library is rather more adequate than has frequently been suggested, though inter-library loan figures do not reflect undergraduate needs. The comparatively low borrowing for Physical Sciences and Engineering could indicate that these libraries have a rather more comprehensive coverage of the important literature than their biological and medical counterparts.

Undergraduate Library

The Undergraduate Library continues to be the best solution to meeting what the Undergraduate Librarian has described as "the needs of students with deadlines". It has developed a philosophy of service and an active approach to co-operation with teaching staff which goes far to overcome the traditional obstacle to reader satisfaction, lack of sufficient copies of books in demand. Success varies because not all teaching staff appreciate the need for adequate notice of material to be recommended to students, and in some cases the course requirements are not clear to the librarian or indeed the student. The decline in funding will not make the task of Undergraduate Library staff any easier.

Loans fell from 291,952 in 1978 to 275,876 in 1979. This may have been part of a small decline evident elsewhere in the library but in the Undergraduate Library it may have been affected by two special factors. One was a decision to restrict the loan

of some material formerly available for loan. The other was the return to manual systems in Second Semester caused by the problems with the mini-computer. This created a number of problems such as inability to control the number of loans to individuals, inability to send overdue notices, and large arrears in reshelving with the consequence that books were out of service.

An analysis of the use of "Kept at desk" books supported the policy of reducing such books to a minimum. Only books borrowed from other libraries, or from lecturers, or books for which the demand overwhelmingly exceeds supply are "Kept at desk". Most received so little use that, for instance, those borrowed from Main Library could well have been left on that library's open shelves and available under its more generous loan provisions.

Aware of an apparent decline in loans, library staff carried out a small survey of reader attitudes to Undergraduate Library, leading to several recommendations for change.

With their large clientele, Undergraduate library staff give a lot of effort to reader education. If students are able to help themselves, more time is available at peak periods for staff to assist with more difficult reference problems. Excellent co-operation with teaching staff has led to more students being reached in class time; this is much more effective than attracting students to voluntary sessions. Programmes were given in classes covering 95.75% of First Year Arts students. More specialised programmes are offered in later years. In the fifth week of First Semester programmes reached their peak with 47 hours of instruction being given by Undergraduate Library staff; preparation time was additional.

Architecture/Music Library

Although the unusual combination of subjects in this library was caused by the accident of building location, it works surprisingly well. Of the two permanent professional librarians, one specialises in Music and the other in Architecture and Regional and Town Planning.

Use increased in 1979 after a fall in 1978 which followed a decision to place on open access some material previously kept on reserve. Much of the new increase is again in reserve loans which are labour intensive. This is unfortunate as other pressures have already reduced staffing of the separate reference desk from 49 hours per week to 25.

Developments particularly affecting the Architecture Faculty were changes in

A/V procedures and the creation of a new Resource File of Trade Literature. The former took the form of building A/V equipment permanently into the A/V carrels; formerly it had been kept behind the service desk. The new arrangements are expected to encourage use.

Materials for the new Resource File are being obtained by teaching staff. Equipment to house it is being jointly purchased by the library and the Department.

The music collection has grown to what is probably the best general collection of scores in Queensland. While this is a matter of some pride it also has its problems. One of these is the attention it attracts from the general public and from staff and students from other institutions who attempt to obtain, and often demand as of right, a service which the library is not financed to give in terms of staff or other resources. Particularly burdensome is the demand for performing parts from amateur orchestral groups in Queensland and northern New South Wales. Another problem is the cost of scores. Most of the normal library allocation is taken up with continuing subscriptions to collected editions. Only generous assistance from Music Department Research Funds permits more than a limited number of other scores to be acquired, and there is a large list of desiderata which cannot be ordered.

Biological Sciences Library

Like several other libraries, Biological Sciences Library experienced a slight fall in ordinary loans in 1979 but an increase in labour intensive Reserve Collection loans. During the year a petition was received from some undergraduate students who felt inconvenienced by the lending of periodicals to teaching staff and post-graduate students. This problem appears to be due to the increasing use of assignments for which students have individual projects. Clearly this is a desirable educational development to which the library must adjust. The conditions on which periodicals should be lent were under discussion at the end of the year.

A further increase in requests for inter-library loans appears to reflect the presence of the on-line information retrieval terminal in this library. Following a rise of 46% in requests from 1977 to 1978, a further rise of 7% occurred to 2,645. The success rate in meeting these requests by supply from other libraries was 88%.

Law Library

This was Law Library's first year in its extended quarters, and it had been

decided to retain the "overflow" collection in Undergraduate Library until it was known how far the new arrangements attracted additional use.

Statistics collected over two weeks at the height of Second Semester showed a moderate increase in median occupancy, from 90 to 98 of the 308 seats, but a considerable increase in the maximum occupancy, from 131 to 194. However the much higher apparent occupancy continued so that at times 95% of seats were occupied either by readers or a reader's books. This "booking effect" is normally a sign in libraries that overall seating is inadequate but in Law it may well be simply an indication that students use the library as their principal campus workplace and attempt to ensure that there is always a seat available to them.

At the end of the year it was agreed to move all Reports back from Undergraduate Library except for one copy of each of the most important Australian sets. At the same time an attempt would be made to clear books left at tables on Law Library's ground floor so that new arrivals could always find seats. A final decision about the Reports remaining in Undergraduate Library will be made late in 1980.

In spite of the addition of two Attendants to the staff, problems of arrears of reshelving continued to arise. Remedies will be sought in 1980.

Bob Bodey, who had been Law Librarian since 1967, retired in 1979. During his time the library grew from a quite small collection to more than 40,000 volumes. His gentle and relaxed style will be missed by staff and students alike. The new Law Librarian, Mrs. J. Airo-Farulla, took up duty early in 1980.

Physical Sciences and Engineering Libraries

Anticipation of a possible reduction of 20% in the intake of periodical titles caused particular disquiet in these libraries which rely so heavily on journal material. Their monograph purchases also tend to be expensive, and the 25% reduction in book funds had a noticeable effect.

A significant change in inter-library loans occurred in Chemistry which supplied 522 items to other libraries as against 143 in 1979. About 25% of these loans are to Griffith University, and nearly two thirds in all are to Brisbane libraries.

The continued growth of the Department of Computer Science was again felt in Engineering Library, and extra money was made available for multiple copies. Unfortunately while it was possible to maintain the reader education programme for

engineering and surveying students, it was not possible to offer a satisfactory programme for computer science. Engineering Library frequently supplies inter-library loans to other Brisbane libraries, some 977 items in 1979. Only 69 items were obtained from other Brisbane libraries.

While Geology Library did not have another attack of bookworm in 1979, the risks to the conservation of what is believed to be one of the finest collections of Geological material in Australia must cause alarm. The Library is extremely hot in summer and insects such as silverfish and cockroaches enter freely through the open windows. There is a strong case for installing air-conditioning equipment.

The Mathematics Librarian continues to be worried by the lack of security which causes books to be unavailable. A further 110 books, 0.9% of the total stock, were missing at the annual stock check. Since not all libraries manage to do an annual check of stock, it is not known whether this rate of loss is abnormal. While at the present rate it would take more than 100 years to lose all the books presently in the library, this is little consolation to the reader who is frustrated by lack of access to a wanted item.

On a superficial view one would not have thought that the withdrawal programme for older and less-used books would have greatly concerned users of the Physics Library where the emphasis would be on recent information. However the Physics Librarian reports that the teaching staff were not at all in favour of the withdrawal programme. Use of the Physics Library increased but unfortunately, as in Architecture/Music, this increase was principally in labour intensive Reserve Collection loans to undergraduates.

Thatcher Memorial Library for External Students

At the end of the year the future direction which external studies would take was still undecided. Until the new Director has been appointed and policy has been set for the future, little progress can be made towards closing down Ringrose libraries which are no longer justified by student numbers or towards establishing new ones where student numbers have grown. The only major change made during the year was the abandonment of the co-operative arrangement with Rockhampton City Council. It was replaced by a reciprocal borrowing agreement with the Capricornia Institute of Advanced Education. Under this agreement external students of each institution may borrow from the library of the other. Each will pay for copies of books bought specially for its courses and each will, in the last resort, indemnify the other for material lost by its own students.

The ever increasing demand on Thatcher Library staff continued as usual irrespective of enrolments, which declined slightly. Loans rose by 8.6% to 43,126. A decision to rearrange staff schedules to permit the library to open on Saturday afternoons proved highly successful. Saturday loans numbered 3,532 of which 84% were to students living beyond the metropolitan area. In relation to postal loans, which are themselves labour intensive, it should be noted that as many as 25% of requests from students either do not ask for a particular book or request one which is currently on loan. Providing substitute material in these cases can increase the time required to satisfy the request up to four times by comparison to supplying a specific book which is on the shelf at the time.

Programmes to communicate with external students who attend vacation schools have been much improved. Nevertheless many students do not come to such schools and recent Thatcher Librarians have demonstrated the usefulness of visits by professional staff from Thatcher to country areas. Unfortunately the Library is having great difficulty in financing essential travel, not only by Thatcher Library staff but for other library staff, to go to meetings at which the Library must be represented. Nor are sufficient funds available to bring the Ringrose librarians from university centres to St. Lucia to familiarise themselves with Thatcher Library policies and practice.

The M.Lit.St. in English (Part A) was offered for the first time in 1979 as a test case for external post-graduate course work degrees. Although the Library asked for additional funds for staff to fetch material from other libraries to meet requests from external post-graduate students, no money was provided by the Finance Committee and all such requests had to be refused. In general the few enrolled students appeared to manage reasonably well in supplementing Thatcher resources, but it is unlikely that this can continue as course offerings become less restricted.

The limitations of Thatcher Library are not generally understood and some teaching departments appear to lack a realistic appreciation of what Thatcher can offer. The success of Thatcher Library is based on having a collection of books which is specifically selected to match the courses offered externally and which is available only to external students. Thatcher is not a general library nor can it act as a substitute for Central Library or for those sections of Undergraduate or other branch libraries which cater for courses not taught through the Department of External Studies. A postal service can, with the present staffing, be offered only from the contents of Thatcher Library.

One other matter should be mentioned. Internal students are fortunate in being able to browse through library shelves or seek information from the Library's catalogues. External students do not have this facility. An attempt to provide a cata-

logue of Thatcher Library in book form was discarded some years ago as too expensive. External students would be among the chief beneficiaries if progress could be made towards computer-based cataloguing so that a Thatcher catalogue could be produced comparatively cheaply on microfiche.

Christine Fegan-Will resigned from her position as Thatcher Librarian at the end of 1979 to move to Sydney. During her two years in that position she showed great energy and imagination and a deep concern for the difficulties which external students experience. The University has been fortunate in its Thatcher Librarians and it is to be hoped that the new appointee will be able to continue this tradition.

Health Science Libraries

The statistics of these five libraries, one at the Medical School, three at teaching hospitals and one at the Dental College, speak for themselves. They are among the busiest for their size in the university library system and yet not one of them is even reasonably adequately housed. All have shortages of space for books, for staff and for readers. They do not serve only university staff and students and the medical staff of the teaching hospitals; in a state where library facilities at most hospitals are either non-existent or pitifully small, the university supported libraries act as the principal information resource for the medical and dental professions in Queensland. While co-operation is excellent with the Hospital Boards for recurrent expenditure for which joint libraries are supported equally by the Board and the university, the state government has not provided a single dollar towards improving the physical facilities which grievously restrict a service which is offered to its own employees as well as to the university community and to the medical and dental professions generally.

Clinical Sciences is easily the busiest of these libraries. Every decision to add a small piece of equipment such as a microform reader or a computer terminal is complicated by deciding what to remove in order to make room. Central Medical Library is heavily used not only by undergraduates in the Medical Faculty but by some non-medical undergraduate and post-graduate students. As in the other libraries only quite short runs of periodicals can be accommodated on the open shelves, others must be fetched from store. During the Long Vacation Central Medical Library was carpeted, painted and physically reorganised. The benefits were obvious and the same should be done for other branch libraries.

Mater Library shares the problems of the other medical libraries. Space was found, however, for the location of a video-tape recorder and monitor which were jointly financed by Hospital and university outside the normal budget.

As the statistics indicate, Princess Alexandra Library is remarkably busy for one with only 1½ staff. What could be achieved with really adequate premises and funding and supporting professional staff can only be imagined.

The tightness of university funding affected the joint libraries equally with the rest of the libraries. The representatives of both university and hospital authorities on the Management Committee exercised considerable ingenuity to find some additional funds without breaching the fundamental understanding that recurrent financing is on a 50/50 basis. If only the funding of physical facilities was within their authority, rapid progress would be made.

The Dentistry Library was one of those which went against the overall pattern with a considerable increase in loans in 1979. The Librarian reports that

“The seating space of 14 desks proved totally inadequate. Students often had to take material into adjacent lecture theatres to read it, and it was not uncommon for students to be sitting on the floor.”

Dentistry has been one of the few libraries without a photocopying machine. Arrangements are being made to install one in 1980, although it is anticipated that it may be necessary to subsidise it at least for the short term.

CONCLUSION

The most casual perusal of this Report should persuade the reader that the libraries make a very considerable contribution to the teaching and research work of the university, yet they are among the most vulnerable facilities at a time when government is reducing its support for university education. Between 85% and 90% of the university's recurrent funds are tied to salary expenditure. For the library this has two consequences. One is that its purchasing funds come from that small part of the university's budget which is “flexible”, although for 1980 the Library has been protected from “adjustments” of this kind. The second is that any overall policy to reduce the salary component of the university budget is likely to impose uniform reductions across the university. However unlike teaching departments, the Library has no control over the demands which are made upon it. While good financial management has so far prevented large reductions in university staff, gloomy scenarios are being painted for the next decade and no doubt the Library cannot hope to escape.

If the Library's purchasing power and staff decline, the effect will not be confined to the University of Queensland. Libraries throughout the state depend heavily

on the University Library as has been shown by the inter-library loan statistics. The weekend survey of outside users, which has already been mentioned, offers further evidence of the Library's contribution to the general community.

There can be no doubt that the university authorities are sympathetic to the Library's needs and will do their best to ensure that it does not suffer disproportionately from the "financial stringency". For its part the Library will seek what support it can from outside organisations. Nevertheless no occasion should be missed to bring home to government the folly of their present attitudes to universities. University libraries across Australia carry the major burden of communicating information not only to the academic world but to commerce and industry. It is the major university libraries which hold most of the scientific and technical books and journals and which have, with the National Library, pioneered on-line information retrieval in Australia. Unless Government arranges to compensate the universities for this service to the community, they will cease to be able to offer it and the whole community will suffer.

It only remains for me to acknowledge once again the assistance of those who have contributed so much to the Library in 1979. My colleagues on the library staff continued to battle determinedly against deficiencies in funds and buildings. My academic colleagues listened sympathetically to my advocacy of the library's problems and made their support known when this was necessary. The Library Committee discussed problems thoughtfully and made helpful suggestions. The Vice-Chancellor and the Senate rescued the Library, at least for 1980, from the spectre of massive journal cancellations. It will not be the university's fault if the Library ceases to be able to play its proper role in the university and in the community.

F.D.O. Fielding,
University Librarian.

UNIVERSITY LIBRARY STATISTICS 1977 - 1979

	1979	1978	1977
1. Library Staff			
Graduate Professional Staff	59.0	51.25	49.75
Non Graduates with professional qualifications	15.0	14.75	14.75
Graduates without professional qualifications	15.0	17.5	18.0
Library Assistants	88.75	92.5	92.75
Technical Assistants	1.0	1.0	1.0
Typing and Clerical	18.75	19.5	19.5
Library Attendants	31.0	29.0	29.0
Others/Casual equivalent	5.0	5.0	5.0
TOTAL	233.5	230.5	229.75

Distribution of Staff

Administration and Systems	10.0	9.25	8.75
Technical Services	64.75	67.0	66.75
Reader Services (Central Library)	53.0	51.5	51.0
Reader Services (Branches)	105.75	102.75	103.25

2. Services

Items Lent			
Central Library	239,358	230,435	220,624
φ Branch Libraries	588,339	602,888	607,240
Items Lent to Libraries outside University	+23,466	18,173	16,759
* Items borrowed from libraries outside QU	10,081	8,418	7,866
Normal hours of opening per week (Central) during academic year	83.5	83.5	83.5

φ Includes all Reserve Collection lending whether extra-mural or not. (Total of 106,822 Reserve Collection loans in 1977, 111,565 in 1978 and 113,491 in 1979)

* Includes 790 films borrowed in 1977, 1127 films in 1978 and 1299 films in 1979.

+ Includes 2529 loans made by Griffith University Library staff.

	1979	1978	1977
3. Acquisitions			
<i>Books: ϕ</i>			
New titles by purchase	14,554	17,195	16,509
New titles by gift	3,055	3,269	3,701
Total volumes added	29,272	37,647	42,837
Total volumes deleted	9,238	6,308	1,414
ϕ includes music scores			
<i>Periodicals:</i>			
Total number of titles received	21,134	20,768	20,441
Number of non-duplicate titles received	16,978	16,584	16,386
Number of new titles received	648	691	581
Number of titles discontinued	254	493	751
Total bound volumes added	19,275	20,184	21,990
Total bound volumes deleted	7,066	3,355	2,925
Total bound volumes in Library	1,142,035	1,109,792	1,061,624
Manuscript entries prepared	304	165	863
Manuscripts added	32 boxes 368 items		
<i>Microforms</i>			
New monograph titles added	306	409	364
New periodical titles added	86	17	8
Total titles held	5,048*	4,769	4,348
* Represented by 38,885 reels 168,959 fiche/cards			
<i>Audio-visual materials</i>			
New titles added	938	1,128	651
Holdings - Audio recordings	22,076	19,507	14,935
Films	463	388	333
Film Strips	496	454	334
Slide Sets	629	476	433
Video Tapes	894	751	592
Production - Film strips produced	44	n.a.	n.a.
Slide Sets produced	42	n.a.	n.a.

	1979	1978	1977
4. Expenditure			
Books from Library Vote	296,087	393,608	366,754
Serials from Library Vote	599,959	545,199	503,519
A/V Materials from Library Vote	6,554	11,913	11,731
Books and serials from Special Equipment Grant	81,638	152,161	102,606
Books and serials from Hospital Board and THRG Funds	52,683	45,380	34,345
Books and serials from other funds	195,570	173,467	156,446
Total expenditure on library materials	<u>\$1,232,491</u>	<u>\$1,321,728</u>	<u>\$1,175,401</u>
Binding from Library Vote	175,386	174,866	164,711
Binding from Hospital Board Funds	3,073	3,047	2,601
+ Maintenance and Equipment from Library Vote	309,852	273,473	194,161
Maintenance and Equipment from Hospital Board Funds	847	623	821
Total running costs except salaries	<u>\$489,138</u>	<u>\$452,009</u>	<u>\$362,294</u>
Salaries and salary costs from Library Vote	3,016,774	2,813,295	2,584,305
Salaries and salary costs from Hospital Boards	32,860	49,523	55,367
Total Salary Costs	<u>\$3,049,634</u>	<u>\$2,862,818</u>	<u>\$2,639,672</u>
Total Library Expenditure	\$4,771,263	\$4,636,555	*\$4,177,367
Expenditure from Library Vote as % of recurrent university expenditure	6.99%	7.39%	*8.05%
Total Library Expenditure as a % of total university expenditure	6.18%	6.36%	*6.28%

* Corrected figures

+ Includes General Development Grant Expenditure of \$35,289.

STATISTICS OF INDIVIDUAL LIBRARIES

	Approximate size in bound volumes		Periodicals currently received		General Loans within University		Reserve Collection Loans		Loans to Libraries outside University	
	1979	(1978)	1979	(1978)	1979	(1978)	1979	(1978)	1979	(1978)
Central Library (incl. Fryer Library and Audiovisual Services)	542,808	533,872	10,069	9,671	239,358	230,435	nil	nil	6,531	9,790 ¹
Branch Libraries										
Undergraduate	90,035	87,105	116	205	243,675	261,159	14,460	11,575	nil	nil
Arms	29,793	28,790	504	514	14,655	16,946	13,529	10,788	375	161
Biological Sciences	94,439	91,023	2,946	2,940	55,165	56,422	24,725	21,854	6,388	3,162
Central Medical	26,281	24,957	971	965	12,462	12,065	1,363	786	2,638	1,617
Chemistry	18,584	17,732	308	306	6,398	6,116	1,122	2,989	522	143
Clinical Sciences	12,173	11,599	494	475	23,611	23,951	5,838	9,314	2,095	1,555
Dentistry	8,367	8,304	235	230	8,845	6,741	2,199	1,272	184	128
Engineering (incl. Elect. Engineering)	47,615	46,530	1,857	1,826	26,734	27,029	8,849	8,498	1,484	802
Geology	24,023	23,288	1,081	1,084	4,271	4,995	2,734	2,117	892	257
Law	43,501	42,846	527	524	4,553	4,562	24,409	31,255	99	84
Mater	5,771	5,478	168	158	5,568	6,457	2,014	2,230	258	197
Mathematics	18,690	18,185	361	356	8,613	8,678	4,055	3,050	231	92
Physics	17,372	16,621	516	519	5,285	4,831	7,205	5,072	244	110
P.A.H.	6,950	6,456	254	244	11,887	11,652	989	765	224	75
Thatcher	117,901 ²	120,326 ²	241 ²	324 ³	43,126	39,719	nil	nil	156	nil
Store	19,392	9,365	nil	nil	136	210 ⁴	nil	nil	109	nil

1. Includes 1,904 loans supplied by branches via Central Library.

2. Includes 18,111 volumes and 46 periodicals currently received in Ringrose Collections.

3. Amended total.

4. Includes loans to Libraries outside University.