OAKLAND UNIVERSITY LIBRARY

ANNUAL REPORT

1980-81

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INTRODUCTION AND CONTENTS

Members of the library faculty and staff, as well as the chairperson of the Library Council, have prepared a number of information reports which comprise the library's 1980-81 annual report. The range of activities and thoughtful analyses covered in these reports is impressive and epitomizes the competency and dedication of the several units of the library. I continue to be flattered to work with this unusually talented group of people who bring much productivity, prestige and future promise to the University.

Beginning with personnel, fiscal and usage summaries, on pages 2-10, the body of the Report contains:

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Personnel changes which occurred in the library included one resignation from the faculty and several from the clerical/technical staff. Barry Johnson resigned from the position of systems analysis in the fall to take a position with the Tollis Corporation in Southfield. The Provost disestablished this position for the balance of the year with the provision that "should the budget picture brighten after next year, I hope to be able to allocate sufficient salary dollars to you to reestablish this position."

Kathleen Audette (cataloging), Patricia Brooks (circulation), Mary Hipsher (acquisitions), Catherine Pugsley (serials) and Brenda Scribner (audio visual) resigned from the clerical/technical staff to advance their careers or to further their education for new careers. We wish all of them well. Helen Korhonen joined the library staff (interloans) from the Continuum Center; on several occasions during the year, Helen substituted for the Dean's secretary, for which we are most appreciative. The freeze on filling these several open positions caused a number of hardships in the library, an unhappy situation to which the staff responded well.

From January through March, 1981 the library loaned two clerical staff members for twenty hours each week to the Registrar's Office to assist that office in coping with its shortage of personnel. Again, through perseverance and ingenuity the staff responded to this additional challenge and, with the infusion of an additional eighty hours of student labor in April, began several new crucial projects, including the integration of government documents periodical files into the general periodical collection.

Members of the library faculty and staff presented the following papers and published the following articles and reviews during the year.

Papers

- Cramer, W., "Bridging the Gap: Reference Librarians Involved in Government Documents," paper presented at the Michigan Academy of Arts and Sciences, University of Michigan, March 21, 1981.
- David, I., "Staff Development for Support Staff in Academic Libraries," paper presented at MLA-Academic Division, University of Michigan/Dearborn, October 9, 1980.
- DiFelice, C. (with J. Krompart), "Librarians on the Tenure Track," paper presented at the Michigan Academy of Arts and Sciences, University of Michigan, March 21, 1981.
- Guyotte, L., "Book Selection in Academic Libraries: Strategies for Future Research," paper presented at the Michigan Academy of Arts and Sciences, University of Michigan, March 21, 1981.
- Hitchingham, E., "User Assessment: From Initial Idea to Responsive Action," paper presented at the American Society for Information Science, 10th Mid-year Meeting, Fort Lewis College, Durango, CO, May 14-16, 1981.

- Hitchingham, E., "Salary Characteristics of Academic Librarians in State-Supported Colleges and Universities in Michigan," paper presented at the Michigan Academy of Arts and Sciences, University of Michigan, March 19-21, 1981.
- , "Survey of Students Use of an Academic Library," paper presented at the MAME/MLA/SLA Joint Conference, University of Michigan/Dearborn, October 9-11, 1980.
- Krompart, J., "The Stone Classics of Hou Shu, 937-965: A Study of Bibliographic Enterprise as an Imperial Choice," paper presented at the Michigan Academy of Arts and Sciences, University of Michigan, March 20, 1981.
- (with C. DiFelice), "Librarians on the Tenure Track," paper presented at the Michigan Academy of Arts and Sciences, University of Michigan, March 21, 1981.
- Titus, E., "Management of Library Statistics: A Computerized Systems Approach," paper presented at the Michigan Academy of Arts and Sciences, University of Michigan, March 21, 1981.

Publications

- Cramer, W., reviews of Government Reference Books 76-77, by Alan E. Schorr;

 Selected U.S. Government Series: A Guide for Public and Academic Libraries,
 by Nancy Patton VanZant; and A Guide to Publications of the Executive Branch,
 by Frederick J. O'Hara. In Government Publications Review, Vol. 7A, 1980.
- DiFelice, C. and J. Lewis, "Local History Reaches Out," U*N*A*B*A*S*H*E*D Librarian, No. 37 (1980), p. 23.
- Hitchingham, E., "User Assessment: From Initial Idea to Responsive Action," in Using Information, Proceedings of the American Society for Information Science, 10th Mid-year Meeting, 1981 (Durango, CO: ASIS, 1981), microfiche pp. 63-68.
- Krompart, J., 51 abstracts for Historical Abstracts.
- Pogany, A., 45 abstracts for Historical Abstracts.
- Reilly, L., reviews of Hawaiian Music and Musicians: An Illustrated History, ed. by George S. Kanahele; Baker's Biographical Dictionary of Musicians, rev. by Nicolas Slonimsky; American Dance Directory 1979-80, ed. by Mindy N. Levine; Performing Arts: A Guide to Practice and Appreciation, con. ed., Michael Billington; Annals of Opera 1597-1940, compiled by Edward J. Dent; The Illustrated Encyclopedia of Classical Music: A Guide to Composers and Recommended Records, by Lionel Salter. In the Booklist, 77 (October 1980-April 1981).
- Ring, D., 19 abstracts for <u>Historical</u> <u>Abstracts</u> and <u>America</u>: <u>History</u> and <u>Life</u>.

Titus, E. and P. Singer, eds., An Essay on West African Therapeutics by O. Johnson Owerri (New York: Trado-Medic Books, 1980), 70 p.

Workshops

- DiFelice, C., "Film Animation," a workshop presented to teens at the Avon Township Public Library, October 4 and 11 and November 8, 1980.
- Gaylor, R., "Representative Networks in Michigan," a panel participant in the meeting of the Southeastern Michigan League of Libraries, Macomb County Community College, November 11, 1980.
- _____, "Cooperative Library Programs in Michigan," a panel participant in the Library Science Update, Wayne State University, May 5, 1981.
- Krompart, J., "Evaluation of Academic Librarians for Hire, Promotion, Tenure, Job Security," a panel participant, the annual meeting of the Academic and Research Library Division, Michigan Library Association, Dearborn, MI, October 10, 1980.
- , "Representative Networks in Michigan, a panel participant in the meeting of the Southeastern Michigan League of Libraries, Macomb County Community College, November 11, 1980.

Clara DiFelice and Janet Krompart received a planning grant of \$750 from the University Library to initiate a study of "Librarians on the Tenure Track, an Investigation of the Impact of Academic Librarians' Participation in the Faculty Review Process." Janet Krompart is the current Secretary of the Asian and African Section of the Association of College and Research Libraries, American Library Association. She chaired the University's Honorary Degree Committee this past year and served on the Michigan Library Association's Continuing Education Committee, the Nominating Committee of its Academic and Research Library Division and chaired the Committee on Staff Development and Communications of the Southeastern Michigan League of Libraries. Eileen Hitchingham received a \$500 grant from the University Research Committee to identify libraries using online data-base searching to supplement traditional modes of responding to reference desk questions, and to ascertain costs associated with such use. With Joan Durrance of the University of Michigan, Robert Gaylor negotiated an \$8,000 grant from Gale Research to help support the forum series "Issues and Challenges of the 80's, a Michigan Libraries Forum." He is Secretary Treasurer of the Public Library Trustee Association of Oakland County, the Michigan Library Association's representative to the Michigan Library Consortium, and a member of the Board of the National Committee for Libraries. Indra David is the current President of the Michigan Chapter of the National Librarians' Association and a member of the Association's Executive Board. She also had responsibility for planning and organizing the fall and spring programs of the Michigan Chapter of the Association and is chairing one of the Gale Research Forum Series "Issues and Challenges of the 80's: Marketing: The Ultimate Challenge." Lois Reilly continued her extensive service on the Reference and Subscription Books Review Committee of the American Library Association as a guest reviewer and she accepted a new two-year appointment as a regular reviewer beginning July 1, 1981. Elizabeth Titus was elected Treasurer of the Michigan Database Users Group, served on the Advisory Committee of the Libraries for an Oakland County Union List of Serials, and was a member of the Faculty Advisory Committee of the Presidential Selection Committee. George Gardiner has been appointed editor of the National Librarians' Association's Newsletter, the official organ of the Association, and is an ex officio member of its Board; he was also appointed to the Budget and Finance Committee of the Michigan Library Consortium; and he has been nominated to serve on the Board of the Michigan Poetry Resource Center.

Other personnel matters of importance are Alexis Salisz' completion of her second two-year review as an administrative/professional, the reappointments of William Cramer and Clara DiFelice as well as the reappointment with tenure of Daniel Ring in the faculty of the library; the appointments of Robert Burns and Alexis Salisz as the clerical/technical and the administrative/professional representatives to the library Faculty Assembly, respectively; and the applications of Elisabeth Brannstrom and Robert Burns for the prestigious University of Michigan research library fellowships. We congratulate Dan and the others on these noteworthy achievements.

Indra David conducted a staff audit during the spring term to assess workloads and workflow in relation to available resources and programmatic priorities. While her recommendations were sound, they have been set aside until the duration and impact of the elimination of the position of Assistant Dean of the Library is fully evaluated.

The elimination of the position, Assistant Dean, is the most grave of the personnel changes which occurred during the year. It is a shocking move since the library eliminated two of its four professional administrative positions three years ago. In terms of the administrative structure it will result in the transfer of Bernard Toutant from Budget Coordinator to the position of Assistant to the Dean and the transfer of David Gustner from Circulation Manager to Budget Coordinator; a member of the faculty will be assigned to the position of Circulation Librarian. Many of the duties of the Assistant Dean will be delegated to the Assistant to the Dean; some will be assumed by the Dean. A number of planned projects and routines will be held in abeyance until the individuals assuming these new roles have the opportunity of learning them or until the position of Assistant Dean is reestablished.

On the following pages are reports from various units of the library. They detail many of the library's outstanding achievements during the year. Among those achievements not highlighted in the departmental reports are the notification of the Elizabeth Hughes Gossett bequest of her personal library and \$50,000 to "establish a fund for the University Library, to be known as the Charles Evans Hughes Memorial Collection of books, pertaining to history, government and the law"; the infusion of some \$67,000 into the library's book budget at year-end; the provision of funding by the School of Human and Educational Services for continued subscription to the William S. Grey Collection; and the preparation of the Oakland University Libraries' Union List of Serials on the Wang word processor, a copy of which is enclosed.

Library Allocations and Expenditures 1980/1981

on Subscription Books Review and Subscription Books Review & guest reviewer and the	Adusted Allocations 1980/1981	Expenditures 1980/1981	Balance 1980/1981
Library General Funds	lected Tressurer of t	es two year appo beth Titus ses e	1981, Eliza
Equipment - Library Materials - Movable (Lib) - Movable (AV)	\$ 313,000 6,502 12,664	\$ 301,477 1,177 5,413	\$ 11,523 ^a 5,325 ^a 7,251 ^a
	\$332,166	\$308,067	\$ 24,099
Salaries & Wages (Lib) Salaries & Wages (AV)	777,463 51,436	763,771 51,436	13,692 ^a
	\$828,899	\$815,207	\$ 13,692
Supplies & Services (Lib) Supplies & Services (AV) Telephone (Lib) Telephone (AV) Faculty Travel Other Travel	72,000 30,388 7,870 2,500 2,950 2,100	73,145 30,259 8,536 2,336 2,950 2,257	(1,145) 129 (- 666) 164 - 0 - (- 157)
	117,808	119,483	(-1,675)
Sub-Total: Library Funds	\$1,278,873	\$1,242,757	\$ 36,116
Non-Library General Funds	t Krospert Is the out		
Work Study Computer Services	2,138 11,250	2,335 4,552	(- 197) _b
Sub-Total: Non-Library Fun	ds 13,388	6,887	6,501
Total General Funds	\$1,292,261	\$1,249,644	\$ 42,617
Non-General Funds			
Library Materials (Gifts & Grants) Audio-Visual	63,862	51,756	12,106
(Income)	65,056	49,916	15,140
Total: Non-General Funds	\$ 128,918	\$ 101,672	\$ 27,246
GRAND TOTAL Allocations & Expenditur	es \$1,421,179	\$1,351,316	\$ 69,863
	randbin ant const.0 00 ch	10	ine

^a Funds reverted to Provost because of Budget freeze

b Reverts to Computer Center

B. Toutant k/10/81

GENERAL FUND EXPENDITURES^a

Year	Salaries	Increase or Decrease	Labor	Increase or Decrease	Supplies & Services	Increase or Decrease	Equip- ment	Increase or Decrease	Library Materials	Increase or Decrease	Total	Increase or Decrease	FYES	% Change
1971-72	\$360,697	2.2%	\$ 99,378	- 7.3%	\$ 76,568	- 7.1%	\$12,000	- 2.9%	\$170,612	9.7%	\$ 719,255	1.3%	6,905	3.9%
1972-73	\$358,251	- 0.7%	\$ 95,670	- 3.7%	\$ 68,600	-10.4%	\$11,835	- 1.4%	\$168,687 ^C	- 1.1%	\$ 703,043	- 2.3%	7,403	7.2%
1973-74	\$371,545	3.7%	\$ 93,632	- 2.1%	\$ 67,573 ^d	- 1.5%	\$13,150	11.1%	\$246,417	46.1%	\$ 792,317	12.7%	8,120 ^e	9.7%
1974-75 ^f	\$460,240	23.9%	\$105,348	12.5%	\$ 67,534 ^d	- 0.06%	\$12,378	- 5.9%	\$193,567	-21.4%	\$ 839,067	5.9%	8,537 ^e	5.1%
1975-76 ^f	\$451,265	- 0.02%	\$ 97,700	- 0.07%	\$ 82,137 ^d	21.6%	\$ 7,867	-36.4%	\$196,763	1.65%	\$ 835,732	- 0.39%	8,612 ^e	0.8%
1976-77 ^f	\$523,982	16.0%9	\$ 74,735	-24.0% ⁹	\$ 88,317 ^d	7.5%	\$ 4,852	-39.0%	\$232,113	17.0%	\$ 923,999	10.0%	8,493 ^e	-1.0%
1977-78 ^f	\$557,471	6.3%	\$ 77,345	3.5%	\$102,746	16.3%	\$ 9,966	105.0%	\$251,528	8.4%	\$ 999,056	8.1%	8,825	3.9%
1978-79	\$558,200	0.001%	\$ 85,762	11.0%	\$ 98,717	- 3.9%	\$16,666	67.2%	\$267,593 ^h	6.39%	\$1,026,938	2.7%	8,873	0.5%
1979-80	\$625,950	12.1	\$ 84,435	- 1.5%	\$106,917	8.3%	\$21,366	28.2%	\$245,000 ^h	- 9.1%	\$1,083,668	5.5%	9,421	6.1%
1980-81	\$802,276	28.2	\$ 79,829	- 5.4%	\$114,197	6.8%	\$11,915	-55.8%	\$254,058 ^h	3.7%	\$1,262,275	16.4%	9,666	2.6%
		1												

a Includes matching funds; excludes fringe benefits.

bIncludes CDPC charges.

CThe original \$98,087 allocated for books was increased through the following fund transfers: \$31,800 from the Library's Salaries account; \$5,800 from Labor; \$3,000 from Supplies and Services. In addition, a supplemental appropriation of \$30,000 was received in June 1973.

^dIncludes Faculty Travel and Non-Library General Funds.

eSource: Budget Director's Office.

fincludes Audio-Visual Department, primarily Salaries and Labor.

⁹Three C/T employees shifted from Labor payroll to Salary payroll mid-year.

hDoes not include additional funds from the provost.

¹Includes fringe benefits for the first time.

UNIVERSITY LIBRARY

Statistical Summary - Library Holdings 1980-81

Holdings	Inventory 6/30/1980	Additions Total	Withdrawn Total	Activity Net	Inventory 6/30/1981
Cataloged Volumes	251,823	5,973	- 1,018	4,955	256,778
Periodical Volumes	44,671	2,370	- 420	1,950	46,621
Documents	165,217	17,480	- 16,814	666	165,883
Vols & Related Materials - TOTAL	461,711	25,823	- 18,252	7,571	469,282
Micro/Cat - Reels	948	- 0 -	- 0 -	- 0 -	948
Micro/Cat - Cards	34,887	- 0 -	- 0 -	- 0 -	34,887
Micro/Cat - Fiche	22,573	752	- 0 -	752	23,325
Micro/Cat - TOTAL	58,408	752	- 0 -	752	59,160
Micro/Reels - OFU	8,890	163	(+492 ^a)	163	9,545 ^a
Micro/Cards - OFU	51,448	4,731	- 0 -	4,731	56,179
Micro/Fiche - OFU	299,718	52,041	(+2235 ^b)	52,041	353,994 ^b
Micro OFU - TOTAL	360,056	56,935	- 0 -	56,935	419,718
Microforms - TOTAL	418,464	57,687	- 0 -	57,687	478,878*
Books & Micro TOTAL	880,175	83,510	- 18,252	65,258	945,433*
Phonodiscs	5,542	- 0 -	- 0 -	- 0 -	5,542
Phonotapes	3,683	93	- 0 -	93	3,776
Phonoforms - TOTAL	9,225	93	- 0 -	93	9,318
GRAND TOTALS	889,400	83,603	- 18,252	65,351	957,478

-	Comparative Totals	6/30/80	6/30/81	% Incr/Decr	
	Volumes & Related Materials	461,711	469,282	+ .016	
	Microforms - Cataloged & OFU	418,464	478,878	+ .144	
	Phonoforms - Discs & Tapes	9,225	9,318	+ .010	
	TOTAL Library Units	889,400	957,478	+ .076	

Periodical Titles		6/30/80	6/30/81		
Paid Subscriptions		1,698	1,727		
PL 480		47	46		
Gifts		256	254		
Newspapers		38	37		
Extension read	TOTAL	2,039	2,064		

^aDiscrepancy 6/78 - 492

**Figure reflects 954,751 + 492 + 2,235 (actual inventory plus discrepancies)

^{*}Figure reflects adjustment of discrepancy

bDiscrepancy 5/80 - 2,235

^{1.}David k/6/81 /re

UNIVERSITY LIBRARY

Annual Service Statistics 1980-81

USAGE SUMMARIES

			-	
			Reference	Questions

Year	Totals	% Increase/Decrease
1976-77	55,697	- 30.8
1977-78	51,408	- 7.7
1978-79	49.344	- 4.1
1979-80	45,556	- 8.5
1980-81	48,977	+ 0.7
Interlibrary Los	n Transaction	s the local beams and
1976-77	5,542	- 5.0
1977-78	3,844	+ 7.8
1978-79	4,761	+ 19.3
1979-80	5,061	+ 6.3
1980-81	3,628	- 28.0
Door Count (Kres	ge and Perfor	ming Arts Libraries)
1976-77	308,928	- 8.1
1977-78	314,328	+ 1.7
1978-79	297,147	- 11.2
1979-80	351,214	+ 18.2
1980-81	374,894	+ 6.3
Photocopying		
1976-77	464,417	+ 14.6
1977-78	471,310	+ 1.4
1978-79	570,891	+ 7.2
1979-80	582.857	• + 2.1
1980-81	632,523	+ 8.5
Circulation		
1976-77	127,080	- 0.2
1977-78	121,742	- 4.2
1978-79	124,266	+ 2.0
1979-80	116,542	- 6.2
1980-81	116,675	+ 0.1
Circulation (In-	-Library)	
1976-77	163,950	- 12.3
1977-78	160,106	- 2.3
1978-79	160,405	+ 0.2
1979-80	193,503	+ 20.6
1980-81	215,735	+ 11.5

Santa May

	Transactions	Actual	Searches
1979-80	131		124
1980-81	208		206

Library Instruction

	No. of	No. of	No. of
	Classes Met	Contact Hours	Students
1979-80	125	312	2,896
1980-81	117	319	