

OAKLAND UNIVERSITY LIBRARY

ANNUAL REPORT

1982-83

The 1982-83 Annual Report is comprised of three distinct parts. Part I: A General Overview; Part II: The Departmental Reports; and Part III: Appendices (Budgetary and Statistical Reports). Part I has been prepared by I. David, Acting Dean of the Library. It gives an overview of Library activities during the academic year. Part II of the Report provides a more detailed account of Library departmental achievements and activities and has been prepared by the unit coordinators and supervisory staff. Part III will be appended by D. Gustner and B. Toutant when all statistics and budget reports are finalized. It will include fiscal summaries for 1982-83 (Library Allocations and Expenditures, and the General Fund Expenditures), to be prepared by D. Gustner, as well as the Statistical Summary of Library Holdings and the Annual Service Statistics, to be prepared by B. Toutant.

In retrospect, 1982-83 was a very good year for the Library, despite the fact that it was between Deans and had a major book theft besides. I am particularly indebted to Dr. George Feeman, who was appointed Vice Provost in October 1982 and to whom the Library has reported since then. His understanding of the importance of the Library's role, his recognition of its needs and his active support has made it an exciting year for the Acting Dean, the Library faculty and staff and, therefore, for the University community as a whole.

The Library is also particularly grateful to Provost Kleckner for the additional special funding to enhance faculty and students' research efforts during the past year. Without that, much of what we accomplished simply could not have happened.

Finally, I would like to express my personal appreciation to the Library faculty and staff for their total cooperation and support throughout the year. Their dedication and commitment in assisting me to move the Library forward, in however small a measure, has made this year a most rewarding one for me personally and for the campus academic community as well.

PERSONNEL

The academic year began with the appointment of Indra David as Acting Dean of the Library while the search process for the permanent dean got under way. The Acting Dean finalized faculty assignments for the year with very minimal changes but reviewed globally all staff resources available and made some alterations.

Staff Changes

This year's personnel changes included the first retirement among the librarians when Lois Riley offered her resignation from Oakland in September 1982 after 13 years' service to the institution. Oakland University will remain in her debt for her contributions first as head of Reference in Kresge Library and later as head of the Performing Arts Library in Varner Hall.

Lois Reilly's retirement was followed by the resignation of Clara DiFelice, the audio visual librarian. She accepted a position at Washington and Lee University in Virginia. After carefully considering several alternatives, it was decided to merge the Performing Arts Library and the Audio Visual unit to form the Instructional Technology Center with George Preisinger as manager. A newly created AP position to oversee the Performing Arts collection, films and teleconferencing, was filled by Robert Burns. Diana DeLater was transferred to the cataloging department while Tina Persha, the films clerk, was relocated with the film services from the lower level of Varner Hall to a room in PAL. The merging of the two closely related units has been beneficial from an organizational and service point of view. Though there was some question initially concerning the permanent housing of the performing arts reference collection in Varner Hall, the year's experience indicates that the collection could and perhaps should remain there with no service loss to the user.

The Library welcomed Daniel Harrison as a visiting assistant professor with special assignments in reference, instruction, collection development and database searching. His computer skills coupled with his enthusiasm for everything that he does makes him a very valuable member of the Library faculty and his visiting appointment has been extended until August 15, 1984.

William Cramer was reviewed by the Library's Committee on Appointment and Promotions and re-employed for another two-year term. I. David's sabbatical leave for a year was approved to begin August 15, 1983.

Helen Korhonen (CT5) from the Acquisitions unit was promoted to the Cataloging unit at a level 6, replacing Robert Burns who was promoted to the AP position in ITC. Terri Julien (CT4) from Interlibrary Loans was promoted to a level 6 as the Hotline Reference Assistant when Diane McMahon resigned. Jane Pellerin replaced Terri in ILL and Judy Hauser replaced Helen in Acquisitions.

The Dean Search

A major event of the year was the search for the Library Dean. The Provost appointed a Search Committee which included four librarians elected by the Faculty Assembly (William Cramer, Linda Hildebrand, Mildred Merz and Janet Krompart), two teaching faculty representatives, Robert Eberwein and Michael Riley, one AP representative, Bernard Toutant, one student representative, Jean Chagnon-Royce, and an alumni representative, Susan Marwil. J. Krompart was appointed chair of the Committee. The Provost also appointed an Auxiliary Committee with Jane Bingham, chair, Daniel Braunstein, Richard Haskell, Richard Stamps and Anne Tripp to advise the Search Committee and the Provost on the selection of the Library Dean. Of the five applicants invited for a day and a half interview with the library staff, deans and other university people in late March-early April, three were selected for a second interview in May. The Provost, in consultation with the Search Committee, the Auxiliary Committee and the

Vice Provost, offered the position to Dr. Suzanne Frankie, who will come on board as Dean of the Library August 15, 1983.

Personnel Utilization Task Force

The Acting Dean appointed Janet Krompart and Bernie Toutant to a Task Force on Personnel Utilization with the following charge:

to interview all clerical and supervisory staff to identify imbalances in workload and to determine the possibility of using non-cataloging unit staff to participate in the "Retro-Con" project, especially during the spring and summer terms.

The Task Force recommendations are due at the end of this academic year. Meanwhile, two former 8-5 CT positions have been scheduled 11 a.m. - 8 p.m., so that conversion of manual shelf list records to machine format may go on after 4 p.m. when OCLC rates are much cheaper. With this action, the Library's shelf list is projected to be in machine readable format by December 1984, except for music and Slavic materials which may have to be input contractually.

FUNDING

Almost the very first official report submitted to the Provost by the Acting Dean was a Program Revision Request for funds to replace the current automated, locally developed, circulation system with an integrated total Library system. Though the request was made specifically for OCLC's integrated system, it was underscored that, if funds were indeed made available, the final decision on the purchase of the system would have to be made after a more thorough study of the available options. The purpose of the PRR was to sensitize the University administration of the Library's directions and it was indeed gratifying to see the Library's needs take top priority on the Provost's list and third place on the President's own list submitted to the legislature. The PRR had achieved its purpose. The fact that no funds were actually allocated by the legislature for this purpose was therefore not a disappointment.

Another such report was prepared in December 1982 at the request of the Provost. The Library was asked for a proposal of its developmental needs. They were indicated as follows:

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| 1) Periodicals Endowment Fund | \$500,000. |
| 2) Library Automation | \$400,000. |
| 3) Physical Improvements Fund | \$25,000. |

The Library building was left out on purpose as the Provost had indicated that this would be considered automatically. Again, the Library's proposal fared very well, as it competed with the needs of the other Deans and their colleges and schools. The Provost's final request to the President on his Divisional Developmental needs (nine of them) ranked the Library Addition as #1, the Library's collections and facilities as #6 and additional support for the Library as #9.

The Alumni Association very generously allocated \$8,824.50 for library materials--the highest it has ever allocated. The Acting Dean participated in the Alumni fund raiser telethon and noted that the Library is high on the Alumni Association's list of potential beneficiaries. In response to the Library's request, it has also generously allocated approximately \$7,700 for classroom construction in the Library for use in the fall of 1983. It is suggested that the ties between the Library and the Alumni be strengthened and that in the future the Library become more active in the Alumni Telethon.

The Library's chief fund-raiser, however, is the Board of the Friends of the Library. After a hiatus of six years, the Friends revived the cherished tradition of the Glyndebourne Picnic. Along with the sophistication and glamour of the festive event, the Friends reconfirmed their commitment to the Library. There were 300 guests who, with the help of donors, patrons and other well-wishers, raised over \$19,000 of which the Friends donated \$15,000 this year to the Library's materials budget for books and journals. It is anticipated that the Glyndebourne Picnic will become an annual fund-raiser once again.

The student voluntary check-off brought an income to the Library of \$3,569 and to this sum the OU Foundation added \$6,000. Other gifts totalled \$2,076 and Title II grants for 1981-82 and 1982-83 equalled \$2,240.

The most significant of all gifts, grants and special funding received this year was, of course, the \$75,000 from the Provost's office for enhancing research facilities for faculty and students. A committee of librarians was formed to consult with the University Research Committee and individual faculty and advise the Acting Dean on how best to utilize the available funds. The Acting Dean also consulted with the Library Council. It was unfortunate that the funds were approved for expending only towards the end of the fall term, thereby slowing down the implementation of services considerably. Publicity on the new (additional) funding for Library materials and services was delayed until the winter term and therefore faculty delayed in using the funds for Library purchases and the new services offered were somewhat underutilized. Nevertheless, much has been accomplished with these funds.

Provost's Special Funds

	<u>Adjusted Allocation</u>	<u>Expenditures</u>	<u>Encumbrances</u>
Library Materials Purchase	\$50,021.	\$38,428.	\$10,675.
Computer Search Service	10,189.	9,830.	
Interlibrary Loan Service	4,000.	3,756.	
Van Service	500.	937.	
OCLC Terminal	5,000.		4,996.
Bindery	<u>5,290.</u>	<u>6,378.</u>	
	\$75,000.	\$59,329.	\$15,671.

New journals have been added to the collection on the basis of continued funding from Alumni and the Friends and possible continuation of the Provost's special funds. An OCLC terminal for public use is expected to be installed later this summer. The van service to Wayne and Detroit Public Library was used

minimally by Library patrons but increased response time for interlibrary loan requests, many of which are filled by Wayne State University. The subsidized database search service took off like a rocket and brought many first-time faculty users into the Library. This increased interlibrary loan activity and the expensive online ordering of reprints and photocopies, now subsidized by the special funding, directly helped speed up faculty requests for material not in the Library.

All in all, 1982-83 was, fiscally, a very good year for the Library. The budget allocation at the beginning of the year started with a cut in Supplies and Services, but a later infusion of funds for inflation balanced the possible deficit. A detailed report on the Library budget will be prepared by the Business Manager after all year-end ledgers are finalized. This will be added to this Annual Report as the Appendix in Part III.

SERVICES

The University Library sees as its mission the provision of library services first to the University community and then to local libraries, industry and citizenry. The following services continue to be provided and several of them were enhanced because of additional fiscal support.

This year the Reference Services unit experimented with extending librarian-staffed reference hours during October and November and certain days in March and double-staffed librarians during the usual noon rush-hour, in addition to the traditional reference services provided by Library faculty. This action greatly improved reference service, especially during the late evening hours, and an effort should be made to continue it. A rearrangement of the reference service area this summer will result in grouping hardware for computer assisted reference service in the Reference Alcove and placing the coordinator of Reference Services and the Reference Assistant close to the reference service area to better monitor reference-related functions and services.

The Computer Search Services was greatly augmented by the allocation of special funding from the Provost this year and the Library was able to provide in-depth, bibliographic database searches for faculty free of cost to them. All librarians have been trained to use these databases as a search tool at the Reference Desk and a special funding allocation for this has enabled the Library to use computers to aid faculty and student research on a much larger scale than before.

Library Coordinators working on behalf of their academic departments have assisted the Collection Development librarian in developing the Library's book collection. Again, because of the Provost's special funding, academic departments received increased allocations for books and journals and graduate programs, especially doctoral programs, were well served from a collection growth perspective. Special attention was paid to increasing journal subscriptions for the two Schools which have grown so dramatically in recent years--Economics/Management and Engineering/Computer Science. For SEM over 25 new journal titles have been added, while for Engineering, the somewhat depleted Critchfield gift fund was replenished with general funds so that in the future more journal titles can be added for Engineering from this special gift fund.

Last year Mrs. Gossett, daughter of Supreme Court Justice Charles Evans Hughes, bequeathed \$50,000 to the University to establish the Charles Evans Hughes Memorial Collection of books pertaining to history, government and the law. This year, President Champagne expressed an interest in developing a collection of the Constitution and the Presidency with these funds. A committee, chaired by M. Merz, was established to review the Library's holdings in this field and to assess what else could be added. The project has been suspended temporarily, awaiting further instructions from the President.

The Collection Development librarian also prepared several collections reviews for the various graduate programs and for accreditation purposes throughout the year.

To supplement the University Library's collection, much effort was made to speed up interlibrary loan requests and, once again the special funding from the Provost assisted in subsidizing computerized interlibrary borrowing. The van service that was initiated to encourage students to use the collections of Wayne State University and the Detroit Public Library served, instead, to speed up interlibrary loan requests which could be filled by using these libraries. It is suggested that the van service be reviewed and, if cost-effective, be continued for interlibrary loan activities as the quality of interloan service improved immensely because of the weekly trips.

Bibliographic Instruction continued to be a highly valued service rendered by the University Library. One hundred twenty-three sessions were conducted for 3,384 students, mostly in the fall and winter terms, with approximately 63 percent of the classes for Rhetoric 101 and the rest for subject-oriented graduate and undergraduate classes. Involved in providing this service were nine librarians. A much appreciated revelation to faculty and students has continued to be the exposure to governmental publications which include a tremendous variety of subject areas and quality research reports not found elsewhere. Knowing how to use subject-oriented periodical indexes to lead students to journal articles has also been cited frequently as an invaluable contribution from this service.

Circulation Services saw no significant change except for a revision in the fine schedule that is more sympathetic of student delinquencies. The unit continued to provide user services such as rental of typewriters and calculators, reserve book materials, photocopying services, etc. A fourth copier has been ordered for public use to alleviate user frustration because of long waiting lines and frequent equipment breakdowns because of overuse of the machines. The circulating book stacks were totally shelf read in the fall and then maintained with continuous shelf reading for the remainder of the year, thanks to a systematic plan devised by the staff. The change in hardware from the Mohawk Data

Sciences equipment to the two IBM/PC did not impact on the user except for a slight slow-down during the changeover period.

INSTRUCTIONAL TECHNOLOGY CENTER

January 1, 1983, Audio Visual Services and the Performing Arts Library integrated to become the Instructional Technology Center. This was brought about by a total reorganization of these two branch units of Kresge Library. The reason for the reorganization was due in part to budget limitations and personnel moves. The goal was to combine the two units which are located in the same building and create a more efficient, effective learning/service center. The Production Coordinator, George Preisinger, was appointed manager of the ITC and a supervisor was hired for the Performing Arts/ITC library. This new Center is to serve the entire University community, complementing classroom instruction with new resources and technologies.

The restructuring of University Academic Affairs has had a major impact on the ITC. Departments and units which were charged a fee last year are no longer charged because they now report to the Provost, thereby reducing ITC's income. Also, during this past year, the ITC repair policy was changed to service all University-owned equipment, not just that which is inventoried by the ITC, thus increasing the work load. There is, however, a labor and parts charge for all work done on equipment repair for those non-ITC inventoried units. This year (1982-83) the film rental budget was reduced by \$2,000 to \$19,000. This money is divided among the departments according to past use. All departments over-spent their allotments for the year, some by as much as \$5,000. Each academic department however, was expected to pay for film rentals beyond its budgeted ITC allocation when this occurred. At year end, frequently rented films were purchased for \$2,000, but it is suggested that funds be identified next year for the purchase of more of these frequently rented films to save costs in the long run.

Production services have increased again this year with more time spent in video production. The cable franchise Tribune United will start transmitting in the fall of 1983 and the Cable TV office is encouraging University involvement in the production of materials for cable viewing. There are many questions and concerns that need to be addressed before ITC can make a commitment of support in this area.

There has been an increased involvement this year in using the television studio as a part of several classes in the Communication Arts and Rhetoric departments. There has also been an interest in development of a television curriculum by the Chair of Rhetoric. A television production course is being taught by the manager of ITC during the current spring term. If the ITC is going to produce quality video productions, this vital student resource must be developed. The whole University community could benefit through the contributions of these students.

The ITC began providing telephone conferencing services this year. During the spring session SHES conducted OU's first teleconference course to the Genesee Intermediate School District. A state-wide NASA group also conferred by teleconference from the ITC and the service is expanding.

The problems that face the Instructional Technology Center in the year ahead stem from the facts that (1) it must provide free services to groups on campus that used to pay for them, thus reducing income; (2) it must maintain quality equipment; and (3) it must hire more students and part-timers to staff the services adequately. It is suggested that the service policy be reviewed again and, if possible, adjustments be made to generate income. Use of more student interns could be one resolution.

AUTOMATION

In anticipation of the ever-imminent recall of the Mohawk hardware that is used for the Library's circulation system, Bill Thompson, Director of Computer

Services, was asked to recommend a hardware replacement. The Mohawk Data Sciences data collection hardware, in use in KL since 1972, was officially withdrawn by the company in May 1983. Bill Thompson's proposal was accepted and two IBM/PCs and a Peripheral Dynamics card reader were installed. The software and display procedures were worked out by Library and Computer Services personnel and an operating version of the new system went up during the week of May 23. The new system calls for two card readers, two switches (for ease of equipment use) and a 1200 baud modem. In addition, a new counter to accommodate the equipment was designed by Library staff and built by Oakland's carpentry staff.

The greatest advantage of the present system is its cost-effectiveness. The maintenance of the old MDS hardware cost approximately \$10,000 annually. The present system had an initial installation cost of \$11,438, but future maintenance costs are projected at \$1,000 annually, a reduction of 90 percent per year. The Library is indeed in debt to Bill Thompson and his staff for their cooperation and efforts in the smooth transition from one system to the other.

Archival Tapes

This year the Library contracted with the Michigan Library Consortium to acquire and maintain Oakland University Library's OCLC archival tapes at a cost of \$9,238 (\$1,152, current and \$8,086, retrospective). This, along with the current efforts to convert manual shelf-list records into machine-readable OCLC records, will allow Oakland to seriously consider an online catalog of the Library's holdings in the near future.

Library Committee on Automation

This committee of Library and Computer staff and Management and Engineering faculty was appointed under the leadership of Eileen Hitchingham, with the charge to assess the Library's current needs, review the technology at hand and recommend changes, evaluate the various turnkey systems available and, if possible, make some recommendations for future development of Library automation

for OUL. An excellent, preliminary report was submitted to the Acting Dean. It is suggested that the committee's membership be reviewed next year, and that it continue under its present chair, in order that it can complete its original task.

Apple III

This microcomputer was purchased last year and George Gardiner was assigned to teach BASIC language to Library faculty and staff so that it could be used. Though only one class of seven had the benefit of formal instruction, several others, on their own, have learned to use the APPLE and the minimal software that the Library owns. Library faculty and staff are using not only the WANG word processor but Apple's word processing feature also.

In the year ahead, some review should also be undertaken on the physical locations of all office automation and other high-tech equipment in the Library and efforts should be made to use available terminals and microcomputers optimally during non-peak hours as more and more Library staff are beginning to use them.

SECURITY

The Book Room Theft

Perhaps the most sensitive period of the year was the week of March 22, 1983, when Library staff first realized that the much treasured set of five volumes with fore-edged paintings, The Vaticano, was missing from the Rare Book collection. This was immediately followed by the stunning discovery that the two sets of Audobons were also missing, followed by the gradual realization that Oakland University Library was missing approximately \$75,000 worth of rare and valuable works from the Book Room. The theft is presumed not to have been done overnight as the removal of approximately 540 volumes representing 336 titles would have been noticed earlier. A complete inventory of the Book Room collection has been conducted and the Public Safety Staff under the direction of

Officer Mel Gilroy is conducting the investigation. The Special Collections shelf list was used in determining the extent of the loss, along with cards representing books inventoried three years ago and items appearing on appraisal lists for the Bass, Springer, Mills and Trumbull collections. A detailed listing of all missing volumes, with prices as valued by Jim Babcock in 1979, has been prepared and distributed to appropriate professional and criminal division authorities.

The theft of materials from the Special Collections room revealed several security inadequacies within the Library. A plan was conceived and implemented to eliminate nearly all "floating" keys, most especially masters, to separate the classroom and loading dock/mail room functions, and to limit access to vulnerable portions of the building by unauthorized personnel. Many locks have been re-cored and new keys issued to appropriate personnel. The back exit to the building is now much more strictly controlled and, with a minimum of inconvenience to the staff, a generally greater degree of security has been achieved.

On the recommendation of the University's Public Safety Director, the Library has installed an electronic security system in the Book Room at a cost of \$950, paid for by the Provost's office, compatible with other such systems on campus. All Archives and Special Collections Services have been suspended until the fall term, since the investigations are still under way and overall security to the area has been stepped up.

FACILITIES

The investigation of the loss of books from the Book Room brought to the attention of the University administration the overcrowded condition of this facility. The Library has been granted space elsewhere on campus for the removal of the University Archives. It is suggested that a university archivist consultant be brought in next year to determine some policies and procedures for

collecting and storing university archives and recommending policies to provide services to the public and the University community.

The general appearance of the Library has been deteriorating in the past few years. A meeting with the physical plant staff, Mr. Catton and Mr. Moore, concerning the lifting of the floor tiles on the main floor, particularly in Room 110, resulted in the decision that carpeting should be installed on the entire main floor. This will greatly enhance the physical appearance of the Library as the user enters the building. Installation will begin in late July. In conjunction with this move, some offices, including the Dean's office area, is scheduled for repainting and refurbishing.

At the Library's request, rest rooms in the building were inspected by the Physical Plant and leaky faucets and water closets were replaced or repaired as needed. Walls in some of the study rooms, telephone booths and areas around drinking fountains were repainted. A new counter in the Circulation Department was installed, built to specifications to house the new circulation hardware.

In July, there were some office shifts which resulted in telephone changes. The new office configuration will provide better orientation for service related as well as supervisory functions.

The Classroom

The Alumni Association approved the request for funding for a classroom in the Microforms area. This request was necessitated because of security and safety recommendations of Public Safety. In August, the Library supplies storage bin will be moved to the mail room area with appropriate security features and the Microforms area will be moved towards the "bin" area, thus creating the space for the new classroom. The present classroom will be converted back into a much-needed staff lounge. The classroom will have partitioned walls with some sound reduction features, carpeting, a blackboard and facilities for audio visual effects. It is suggested that, if possible, the

Friends of the Library be approached for donations in kind to refurbish the staff lounge.

Library Addition Building Plans

The firm of Rossetti Associates was engaged by the University to do a feasibility study for an addition to the Library when the state legislature awarded \$25,000 for such a study earlier in the summer. The Ad-Hoc Committee on the Library Addition chaired by D. Gustner was appointed to assist and advise the Acting Dean of the Library. An overall program statement was developed, calling for approximately 108,000 assignable square feet, nearly 100 percent over current facilities. Rossetti presented an architectural direction which distributed the required space over four levels in a manner that allowed for expansion of current facilities in three directions--west, north and south--and an entirely new facade in front of the present structure, i.e., on the west. However, President Champagne asked that a number of other alternatives also be explored in detail. Rossetti responded with a document presenting several different concepts listing the advantages and disadvantages of each.

In general, the conclusions confirmed that:

- 1) the addition must have approximately 55,000 assignable (useable) square feet (i.e., 100 percent increase) to accommodate the present needs and future growth of the University's Library; and,
- 2) of the several alternatives studied, three emerged as functionally workable and architecturally feasible: (a) a four-level front facade with a slight wraparound on either side of the present structure, the one most preferred by the Library; (b) a four-level addition at the rear of the present structure with a slight wraparound on either side; and (c) a totally separate addition at the rear, connected with corridors, with three levels--lower, first and second.

All three acceptable alternatives cost approximately \$7-8 million and provide the required 55,000 ASF. This feasibility study will now be submitted to the state legislature for funding to continue with the preliminary studies, i.e., to narrow down the options and to work on schematic details.

LIBRARY COUNCIL

The Council was chaired by J. Bingham and, as usual, had difficulty finding a convenient time for all appointed/elected members to meet to discuss Council business.

The lack of clarity in the Library Council's role, its charge and its determination of membership has concerned the Acting Dean and the Council's chair. Perhaps all Library Coordinators could be invited to the Library Council meetings as non-voting members, if they are not appointed to the Committee officially. This action may promote improved articulation between the Library and the faculty across all departments while creating a stronger role for the Council. It is suggested that this be discussed fully at the Library Faculty Assembly, the Library Council and in the Deans' group so that a clearer and more substantive role for the Council evolves out of these discussions.

In the light of the recent theft of rare books, the proposed book sale and auction as discussed in the Council was postponed. The Council had appointed a subcommittee of faculty and library staff to review the collection that was proposed for disposal via a sale or auction and the subcommittee had approved the selection of materials for disposal. It is suggested that a determination be made to proceed with the sale in the fall or box the books now on shelves in the book-hold and store them in a more secure area immediately until the time is ripe for the sale.

The Council also considered the Library/Instructional Materials Center report. This report was prepared by a joint committee, appointed by Vice Provost Feeman and comprised of librarians, SHES faculty and the Director of the IMC (now called the SHES Resource Center) and chaired by Professor J. Moeller. The charge to the Committee was to review the areas of overlap and duplication and to see if the Library and the Center could work together to

improve services, especially in the area of children's literature. The Committee's report was discussed, first in the Library Faculty Assembly and then in the Council. The suggestion that the two deans, the Committee chair and the Vice Provost review the alternatives and recommendations and make a final decision, was accepted. The Deans accepted most of the recommendations and agreed upon the alternative that called for the placing of all children's literature materials including some reference works, theoretical and literary works in one place—the Resource Center. The decision will be implemented in the fall.

The problem of the lack of a checkout procedure for faculty and staff leaving Oakland's employ and the loss of Library materials because of it was also discussed. The Council concluded that this was a matter for the University administration to discuss at the deans' level.

COOPERATION

Once again, Oakland University Library participated in several cooperative efforts and contributed to the welfare of neighboring libraries and library networks while deriving several benefits as well.

The Southeastern Michigan League of Libraries (SEMLOL) INFOPASS system which was implemented the year before saw more action this year. Its Committee on Automation is expected to promote better communication and cooperation among SEMLOL libraries and Eileen Hitchingham is representing OU's interests on this committee.

The Council on Resource Development (CORD) requested OUL to review its policy of charging for interlibrary loan transactions and an experimental policy was instituted with limited "free" interlibrary loan transactions for those CORD libraries that were not part of other networks with OUL. This experiment concludes in October 1983 and a final determination will have to be made concerning the fee.

Oakland continues to be active in the Michigan Library Consortium (MLC) and Eileen Hitchingham has been elected as an alternate representative of MLC for the OCLC Users Council. The Library contracted for access to database vendors such as BRS, NEXIS, etc. through MLC. We continue to receive OCLC services through the Consortium for the retrospective archival tape service. The Library is also in the process of inputting its serial records in the national database to facilitate cooperation in lending and borrowing of journal articles.

This year celebrates the 10th anniversary of the Oakland County Reference and Referral Service (HOTLINE) and Oakland University can take pride in its contributions to the public libraries in Oakland County during this past decade. The Oakland County Library Board and the University Library celebrated the occasion with a party at Meadow Brook Hall where guests representing the University community, directors of public libraries and their board members, county commissioners and public library reference librarians joined to wish Hotline continued success.

CONCLUSION

As the academic year comes to a close, it is most heartening to see that the university library has made some measure of progress in several areas. With the administrative support that it enjoys at this time, the library, its faculty and staff look forward to several innovative and progressive years ahead as they welcome Dean Frankie aboard.

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Part II

Departmental Reports

- Archives
- Budget Office
- Cataloging Unit
- Circulation Services
- Collection Development Unit
- Computer Search Services
- Documents Unit
- Hotline Reference Service
- Interlibrary Loan Service
- Library Instruction Unit
- PA/Instructional Technology Center
- Reference Services
- Serials Section
- Special Collections

- Other Reports

Note: For copies of the above departmental reports,
please contact the Office of the Dean.

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7/26/83

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Part III
Appendix

- Library Allocations and Expenditures
- General Fund Expenditures
- Statistical Summary of Library Holdings
- Annual Service Statistics

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7/26/83