

## Simon Fraser University

**SENATE LIBRARY COMMITTEE****Annual Report for FY 1995/96****Library Acquisitions Funding:**

<b>Budget Category</b>	<b>1995/96</b>	<b>1994/95</b>	<b>1993/94</b>	<b>1992/93</b>
Monographs Base	1,237,700	1,246,768	946,000	850,700
Serials Base	<u>3,150,000</u>	<u>2,740,932</u>	<u>2,432,700</u>	<u>2,078,000</u>
<b>Subtotal Base</b>	<b>4,387,700</b>	<b>3,987,700</b>	<b>3,378,700</b>	<b>2,928,700</b>
Contingency Funding	0	0	0	157,000
Lohn Grant for Databases	<u>100,000</u>	<u>90,000</u>	<u>90,000</u>	<u>0</u>
<b>GRAND TOTAL FUNDING</b>	<b>4,487,700</b>	<b>4,077,700</b>	<b>3,468,700</b>	<b>3,085,700</b>

During 1995/96, the Library again received funding sufficient to avoid any serial cancellations and to maintain normal monograph expenditures. This was made possible through a combination of an increase in base funding and a one-time only funding allocation. The monographs accessions rate, at 32,526 volumes, continued the pattern of annual increase experienced since 1984/85, and was exceeded only by the previous year when the Library was able to acquire and process an extraordinary number of purchased and donated books. Continued funding from the Lohn Endowment enabled the Library to increase access to electronic databases. Expenditure patterns among the faculties remained relatively constant and the only incremental changes to allocations for individual disciplines resulted from course assessments for new courses and programs. It was a year characterized by maintenance rather than growth. The Senate Library Committee is pleased that the Library has survived the year without any cuts to the acquisitions budget.

## Senate Library Committee Membership, 1995/96

### Ex-Officio Members:

- B. Clayman, Chair, Vice-President, Research and Dean of Graduate Studies
- D. Gagan, Vice-President, Academic
- J. Cowan (Designate for J. Blaney, Vice-President, Harbour Centre and Continuing Studies)
- T. Dobb, University Librarian
- P. Baldwin, Associate Librarian (non-voting)

### Elected Members:

- R. Cameron (Applied Sciences)
- M. Howlett (Senator at Large)
- R. Jahn (Student Senator)
- G. Mauser (Business Administration)
- G. Poirier (Arts)
- D. Sen (Science)
- M. L. Stewart (Senator at Large)
- D. Sumara (Education)

## Senate Library Committee Meetings During FY 1995/96

The Senate Library Committee met three times during fiscal year 1995/96 and did the following things:

- Reviewed changes to the Library Loans policy which were necessitated by the implementation of the Library's new computer system.
- Reviewed the proposed SFU Book Robot Project.
- Reviewed the Library Student Survey and the Materials Availability Survey (1995). The Library is emphasizing the mounting of Library use courses for specific class topics. Library materials availability increased from 50 % to 62 % (considered a respectable number) thanks to the changes in the Library Loans policy.
- Reviewed the Library acquisitions budget for 1994/95. Considered the relationship between book and journal purchases in the acquisitions budget.
- Reviewed the Library's proposal for charging a fee for document delivery. As a result the Library agreed to a moratorium during fiscal year 1996/97, until more data can be gathered.

## Library Penalties Appeal Committee Report 1995/96

The Library Penalties Appeal Committee met once during 1995/96 fiscal year to consider patron fine appeals. At the September 21, 1995 meeting, the Committee members present included the following:

Ralph Jahn, Student Senator, Chairperson  
 Peter Cellik, Undergraduate Student Representative  
 Kenneth Chan, Student Senator  
 Guy Poirier, French  
 Dennis Sumara, Education

Also in attendance:

Laurine Harrison, Ombudsperson  
 Gisele Pomerleau, Head, Loans Division  
 Hazel Gale, Public Service Group Leader

**Nine appeal cases were heard as follows:**

Category of Borrower	Type of Fine	Amount of Fine	Decision
# 1. Undergraduate	2 recall fines & 2 processing charges	\$70.00	Postponement to next meeting due to court order restriction
#2. Alumni	1 lost book and processing charge	\$73.50	Appeal denied - book not found after extensive searches & borrower held responsible for all use made of the card
#3. Undergraduate	1 recall fine, 1 three-week overdue, 2 lost book and processing charges	\$160.00	Appeal denied - book not found after extensive searches & borrower held responsible for all use made of the card
#4. Undergraduate	16 overdue fines of varying amounts	\$162.00	Appeal denied & fine reduced to \$81.00 - borrower held responsible for all use made of card (lent card to friend)
#5. Graduate Student	5 end of semester overdue fines and 5 processing charges	\$225.00	Appeal denied - borrower held responsible for returning materials by the due date
# 6. Undergraduate	1 recall, 3 end of semester overdue and 7 three week overdue fines and 10 processing charges	\$470.00	Appeal denied - borrower held responsible for returning materials by the due date

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**Nine Appeal Cases (continued):**

Category of Borrower	Type of Fine	Amount of Fine	Decision
#7. Graduate Student	22 recall & 1 three week overdue fines, 1 lost book & 34 processing charges	\$1,551.22	Appeal denied & fine reduced to \$595.62. Twenty-two books had been recalled. Also reduction formula used by the Committee for patrons who were fined during the transition period of new policy in Spring 1994
#8. Undergraduate	1 reserve overdue fine and processing charge	\$36.00	Appeal denied - borrower held responsible for returning materials by due date
#9. Extra Mural	10 processing charges, 6 end-of semester and 4 three-week overdue fines	\$450.00	Appeal denied - borrower held responsible for returning materials by the due date

The Committee discussed the issue of postponing appellants cases to the next meeting when special circumstances warranted it. In order to deal with the appeal at the next meeting, they decided that patrons should be informed that someone could attend the first scheduled meeting in their place or they could submit further written documents to support their appeal. If the appellant still wished their appeal to be deferred to the next meeting, the documents pertaining to their appeal would be still reviewed by the Committee in case more information was required from the appellant. The Committee agreed that they would only delay the appeal one time as the patron's borrowing privileges are temporarily reinstated while the case is being considered.

The Committee endeavours to meet twice a year in the Fall and Spring semester, however, a quorum could not be reached in the Spring. As a result, 6 cases have been delayed to the Fall 1996 semester.