

SENATE LIBRARY COMMITTEE

ANNUAL REPORT

1988/89

1. PREAMBLE

During the early 1980's the Librarians promulgated a series of foundation planning documents including the Collections Policy (May, 1982) and the Steady-Space Library (June, 1982). These papers charted a course for the Library to follow during the ensuing decade and included provisions for expanding into full occupancy of the Library building, increased reliance on the secondary collection, further emphasis on microforms and electronic formats to supplement and sometimes to replace print media, implementation of automated systems within the Library and the development of a resource (comprised of both primary and secondary collections) designed to meet the teaching and research needs of the University Community.

These policies were endorsed by a review undertaken by the President's Advisory Committee on the University Library in 1984 and reconfirmed by the Senate Library Committee in 1987 when it reviewed the 1984 recommendations of the President's Advisory Committee.

1988/89 was a busy and productive year for the Library as staff attempted to meet the existing needs of an ever-increasing campus population while planning for future developments both on and off the Burnaby campus and, at the same time, to follow the mandates of these earlier documents. These two concerns are clearly reflected in the main emphases of this report:

1. Planning and development of off-campus sites
2. Development and up-grading of automated systems

We expect that future developments will be in the direction of increasing reliance on access to electronic sources as a substitute for print media.

2. DEVELOPMENT OF OFF-CAMPUS SITES

A. The Belzberg Branch

The Samuel and Frances Belzberg Library opened at Harbour Centre on June 7, 1989. It is the first branch library to be opened by Simon Fraser University in 24 years and is clearly the beginning of what must now be called the Simon Fraser University Libraries.

The planning and development of the Belzberg Library presented Library Management staff with a complex and interesting problem and the successful results were in no small measure ensured by a planning process which involved Librarians from the very beginning. The planners, architects and designers with whom we worked were open and receptive to our ideas and provided a wealth of knowledge from their own backgrounds. We are also happy to acknowledge the steady support received from Jack Blaney, Vice President for SFU at Harbour Centre and Warren Gill, Executive Director of the site. In fact, we view the whole planning process which resulted in the opening of the Belzberg Branch as a model which we might profitably emulate as we plan future developments.

Belzberg is planned to be a 1990's era "electronic library". That is, it will have a limited on-site book collection combined with a maximum of high tech service applications. Still, it will be truly a branch, which means a significant degree of dependence on the W.A.C. Bennett Library. The generous support from the Belzberg family assured the design of a facility that would not only fulfill its high tech service functions but one that serves as a flagship for the Harbour Centre campus.

Full development of the Belzberg Library will proceed as programs and enrollment grow. At present, it is staffed by three librarians, including Karen Marotz, our Branch Head, and three support staff, two of whom work at Harbour Centre and one who is stationed at the W.A.C. Bennett Library in order to provide backup services for Belzberg.

Now that the planning and development stage is over we enter into the proving stage. Close monitoring of the various functions is bound to indicate the need for modification - such problems as the exchange of reserve material between sites and corporate borrowing privileges are issues new to the Library. We will have attempted to respond to them by such measures as examining courses proposed for Harbour Centre and purchasing, from Belzberg funds, additional copies of those materials which are likely to be in demand on both campuses. One of the primary responsibilities of the new Branch Head is the monitoring of growth and demand in order to ensure the closest possible parity of service between students at Harbour Centre and those at the Burnaby campus. We believe we are achieving our goal which is to provide good library support at Harbour Centre without a negative impact on the main campus.

B. FRASER VALLEY AND KWANTLEN COLLEGES

The University will be offering seven courses at each site beginning in September, 1989 and continuing for at least two years. We expect a variety of course offerings and anticipate the possibility of growth. Courses will be offered only in the Fall and Spring Semesters.

Library space is inadequate at both sites and funds were available for only minimal service. However, with the goodwill and cooperation of the College Librarians we will be able to provide basic reserve services. There will be a small reserve collection for each course at each site and Telebook for all students registered only at a college site. All serious students and all Faculty will depend upon trips to the main campus for additional Library services.

However, it should be noted that these arrangements are designed to provide only minimal service in a temporary location. Continued contact with Fraser Valley and Kwantlen Colleges would require additional funding and a more sophisticated level of support.

C. CARIBOO COLLEGE

The Ministry of Advanced Education has made funds available to ensure that the University Libraries, in their support of courses offered at University/Colleges, do not lower service standards to their regular users. As SFU is supporting Business courses our primary use of these funds has been additional support of these courses through Info-trac, a CD-ROM/microfilm business periodical system. Info-trac will also provide benefits to students at the main campus since the microfilm collection and a copy of the indexing software is housed in the Bennett Library.

D. SFU - FRASER VALLEY

If the recommendation contained in the recent Report of the Fraser Valley Planning Committee are implemented, it will be necessary to establish an on-site library appropriate to the size of the campus and the scope of the curriculum. The Library has prepared preliminary cost estimates and it is hoped that the planning model used so effectively at Harbour Centre will be followed.

E. THE ELECTRONIC LIBRARY NETWORK

The Open Learning Agency has been charged by the Provincial Government with investigating means of developing an electronic library network to serve the needs of post-secondary institutions. Early in this investigation it was noted that a similar initiative is underway for public libraries and so cooperation has begun.

We are involved in the planning process but it is not yet clear what part any individual library will play.

3. AUTOMATION

A. GEAC 9000

The recent acquisition of the GEAC 9000 integrated library system constitutes a major advance in current and future library services. It has been apparent for some time that the dual 8000 system installed in 1985 is not adequate for our growing needs. Enhancements such as system authority files to ensure consistent bibliographic data and the capability for Boolean searching were not possible under the old system and future expansion to off-campus users was not feasible.

Prior to purchase of the 9000 a costly update of the environmental control system in the computer room was completed. The full price of the GEAC 9000 is \$1,200,000. However, the system is relatively cheap because it is a stand-alone system and as the Library demands few modifications to its basic processes there is no need for the usual expensive systems/programmer support. We will be able to mount Boolean indexing, provide acceptable access to off-site users and have space for our growing files. Another benefit of the 9000 is that no new "system" is needed when file space becomes crowded; all that is needed are additional disc drives and processors.

B. INFO-TRAC

One of the most promising new library developments is the growth of systems to provide access to periodical literature -- both bibliographic and full text. This year we have begun experimenting with one of these -- Info-trac. This system -- in two of its modules, Business and General Magazine -- provides indexes to over 1400 periodicals on CD-ROM and access to full text to 75% of them on microfilm through coded references on the indexes. There are multiple access points and, for good measure, on each monthly update they include the latest sixty days of the New York Times and the Wall Street Journal. They also supply backfiles of the journals to 1982. This will be available at Belzberg and Bennett Libraries and librarians will be monitoring it to assess its value.

4. WORDSTATION:

This was not a Library initiative, but it should be noted that the Library has made space available on the Second Floor for Computing Services' successful Wordstation. While it has provided a few minor problems, no real difficulties have presented themselves. It is understood that the allocation of space is dependent on the Library having enough space for its own needs.

5. OPERATIONAL CONSIDERATIONS

We have been concerned for some years with the low staffing levels in the Library. In most areas we lack back-up even for such inevitable facts of life as sickness and vacations. Last year we gained 1-1/2 clerical positions and this year the staff complement was increased by two: one librarian and one clerical position. While we are pleased with these developments the size of our staff establishment remains a matter of some concern.

We will be requesting additional positions to meet the increased demands for service which are the inevitable result of University expansion.

The Senate Library Committee and the Librarians are deeply concerned about our capacity to meet the demands of future growth without significant enhancements to the library infrastructure.

DAB297
October 19, 1989

SIMON FRASER UNIVERSITY

MEMORANDUM

To..... TED DOBB
..... UNIVERSITY LIBRARIAN
Subject..... LIBRARY PENALTIES APPEAL
..... COMMITTEE

From..... GISELE POMERLEAU
..... HEAD, LIBRARY LOANS
Date..... OCTOBER 20, 1989

The Library Penalties Appeal Committee met on November 1, 1988 and dealt with seven appeals; five were denied and two accepted.

Gisele Pomerleau

GP/jc