

## Simon Fraser University

**SENATE LIBRARY COMMITTEE****Annual Report for FY 1996/97****Library Acquisitions Funding:**

<b>Budget Category</b>	<b>1996/97</b>	<b>1995/96</b>	<b>1994/95</b>	<b>1993/94</b>
Monographs Base	1,350,000	1,237,700	1,246,768	946,000
Serials Base	<u>3,150,000</u>	<u>3,150,000</u>	<u>2,740,932</u>	<u>2,432,700</u>
<b>Subtotal Base</b>	<b>4,539,567</b>	<b>4,387,700</b>	<b>3,987,700</b>	<b>3,378,700</b>
Contingency Funding	275,000	0	0	0
Lohn Grant for Databases	<u>0</u>	<u>100,000</u>	<u>90,000</u>	<u>90,000</u>
<b>GRAND TOTAL FUNDING</b>	<b>4,814,567</b>	<b>4,487,700</b>	<b>4,077,700</b>	<b>3,468,700</b>

The 1996/97 Library acquisitions budget was designed to maintain previous levels of collections acquisitions. This enabled the Library to renew all current subscriptions and to modestly increase the annual letterpress accession rate to 32,658 volumes.

During most of this period the Senate Library Committee and the Library were preoccupied with preparation for the anticipated budget shortfall in 1997/98.

Since recent budgets have been sufficient only to maintain previously established acquisition levels, the Library has turned to other methods of augmenting the collection. One of the most promising of these has been an enhanced gifts program. The Librarians have been delighted with the success of this approach as more and more donors realize the mutual benefits of giving books to the Library. This year the program yielded gifts of books donated at more than \$85,000. In many cases these donations consist of books which the Library has never been able to acquire, much needed additional copies, or, in some cases, replacements for heavily used titles. This group of donations included a number of significant gifts from current or retired SFU faculty members.

## Senate Library Committee Membership, 1996/97

### 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)
- A. Chan (Student Senator)
- M. Howlett (Senator at Large)
- G. Mauser (Business Administration)
- G. Poirier (Arts)
- D. Sen (Science)
- K. Giffen (Senator at Large)
- T. O'Shea (Education)

## Senate Library Committee Meetings During FY 1996/97

The Senate Library Committee met four times during fiscal year 1996/97 and did the following things:

- Advised the Library against the establishment of Inter-Library Loans borrowing fees for students and faculty.
- Approved a departmental review and prioritization of journal titles in each respective discipline to prepare for a possible Library materials budget cut in 1997/98.
- Considered a number of alternative models for making Library materials budget cut allocations by discipline and type of material. Also considered the relationship between book and serials expenditures which varies by discipline.
- Considered a proposal from several members regarding the modification of library fines depending upon the book's degree of usage or demand.
- Reviewed the Senate Library Committee's terms of reference and clarified that communications regarding the Committee's business should be directed to the Secretary of the Senate Library Committee (i.e., the University Librarian).



Vice-President, Research and Dean of Graduate Studies

<b>Library Penalties Appeal Committee Report 1996/97</b>
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The Library Penalties Appeal Committee met twice during 1996/97 fiscal year to consider patron fine appeals.

At the November 7, 1996 meeting, the Committee members present included the following:

Albert Chan , Student Senator, Chairperson  
 Robert Cameron, Computing Science  
 Peter Cellik, Undergraduate Student Representative  
 Gary Mauser, Business Admin.  
 Tom O'Shea, Education  
 Maria Lantin, Graduate Student Representative

Also in attendance: Laurine Harrison, Ombudsperson  
 Luis Duran, Acting Head, Loans Division  
 Hazel Gale, Public Service Group Leader

Albert Chan was unanimously elected as the new Chair.

### **Fifteen appeal cases were heard as outlined below:**

<b>Category of Borrower</b>	<b>Type of Fine</b>	<b>Amount of Fine</b>	<b>Decision</b>
Undergraduate	2 three-week overdue fines and 3 end-of-semester overdue fines	\$125.00	Appeal denied & fine reduced to \$60. Allowed to pay \$20 in the Fall '96 semester and \$40 by first month of the Spring '97 semester
Undergraduate	2 recall fines and two processing charges	\$70.00	Appeal denied
Undergraduate	4 three-week overdue fines	\$36.00	Appeal denied & fine reduced to \$18.00
Undergraduate	3 replacement charges, 3 end-of-semester overdue fines and 3 processing charges	\$232.50	Appeal denied - borrower held responsible for all use made of the card
International Baccalaureate Student	2 three-week overdue fines, 5 end-of-semester fines and 7 processing charges	\$315.00	Appeal denied - fine reduced to \$175.00 as offered by Library Loans Supervisor - borrower held responsible for returning materials by the due date

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Graduate Student	28 overdue fines	\$505.00	Appeal denied & fine reduced to \$252.50 - borrower held responsible for returning materials by the due date
Undergraduate	6 three-week overdue fines and processing charge	\$117.00	Appeal denied - borrower held responsible for returning materials by due date
Graduate Student	2 lost book charges, 2 end-of semester overdue fines and 2 processing charges	\$129.50	Appeal denied & fine reduced to \$107.50- books not found after extensive searches & borrower held responsible for all use made of the card
Undergraduate	5 overdue fines	\$47.00	Appeal accepted - Committee accepted patron's evidence that books were returned on time.
Undergraduate & Staff	2 three-week overdue fines, 1 lost book and processing charge	\$108.50	Appeal denied - book not found after extensive searches & borrower held responsible for all use made of the card
Undergraduate	3 three-week overdue fines and 8 end-of semester fines	\$227.00	Appeal denied & fine reduced to \$100.00 and time payments of \$20 per month allowed - borrower held responsible for returning materials by the due date
Undergraduate	1 lost book, 7 processing charges, 3 three-week overdue fines and 4 end-of-semester fines	\$364.50	Appeal denied - book not found after extensive searches & borrower held responsible for all use made of the card
Undergraduate	1 reserve overdue fine	\$50.00	Appeal denied - borrower held responsible for returning materials by due date
Undergraduate	7 end-of-semester overdue fines	\$175.00	Appeal denied & fine reduced to \$75 - borrower held responsible for returning materials by the due date
Undergraduate	4 lost books, 4 processing charges, 3 three-week overdue fines and 1 end-of-semester overdue fine.	\$232.00	Postponement to next meeting as 2 members had to leave and there was no longer quorum

The Committee requested that the Loan Policy be revised to include a statement on the fact that patrons must submit address changes. This change will be made at the next revision expected in 1997.

At the March 13, 1997 meeting, the Committee members present included the following:

Albert Chan , Student Senator, Chairperson                      Gary Mauser, Business Admin.

Peter Cellik, Undergraduate Student Rep.                      Tom O'Shea, Education

Also in attendance:            Tracy McCabe, Ombudsperson  
    Gisele Pomerleau, Head, Loans Division  
    Anvar Rahemtula, Public Service Group Leader

**Six appeal cases were heard as outlined below:**

<b>Category of Borrower</b>	<b>Type of Fine</b>	<b>Amount of Fine</b>	<b>Decision</b>
Undergraduate	9 end-of-semester overdue fines and 9 processing charges	\$362.00	Appeal denied & fine reduced to processing charge of \$160 - borrower held responsible for returning materials by the due date
Undergraduate	8 end-of-semester overdue fines and 8 processing charges	\$360.00	Appeal denied & fine reduced to processing charge of \$160 - borrower held responsible for returning materials by the due date
Undergraduate & Staff	2 three-week overdue fines, 1 lost book and processing charge	\$108.50	Appeal denied - the decision of the November 7 meeting stands - book not found after extensive searches & borrower held responsible for all use made of the card
Faculty	19 semester loan fines	\$114.00	Appeal denied & fine reduced to \$19 - borrower held responsible for returning materials by the due date
Alumni	4 lost books, 4 processing charges, 3 three-week overdue fines and 1 end-of-semester overdue fine.	\$232.00	Appeal denied & fine reduced to replacement and processing charge of \$132.00 - 4 books not found after extensive searches & borrower held responsible for all use made of the card
Alumni	2 end-of-semester overdue fines and 2 processing charges	\$90.00	Appeal denied - borrower held responsible for returning materials by the due date