

duPont-Ball Library

Technical Services Department Annual Report 2013-2014
(Acquisitions, Cataloging, Collection Development, Systems & Technology,
Periodicals)

Submitted by
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Associate Dean of the Library
(Updated Fundraising Amounts 1/29/15)

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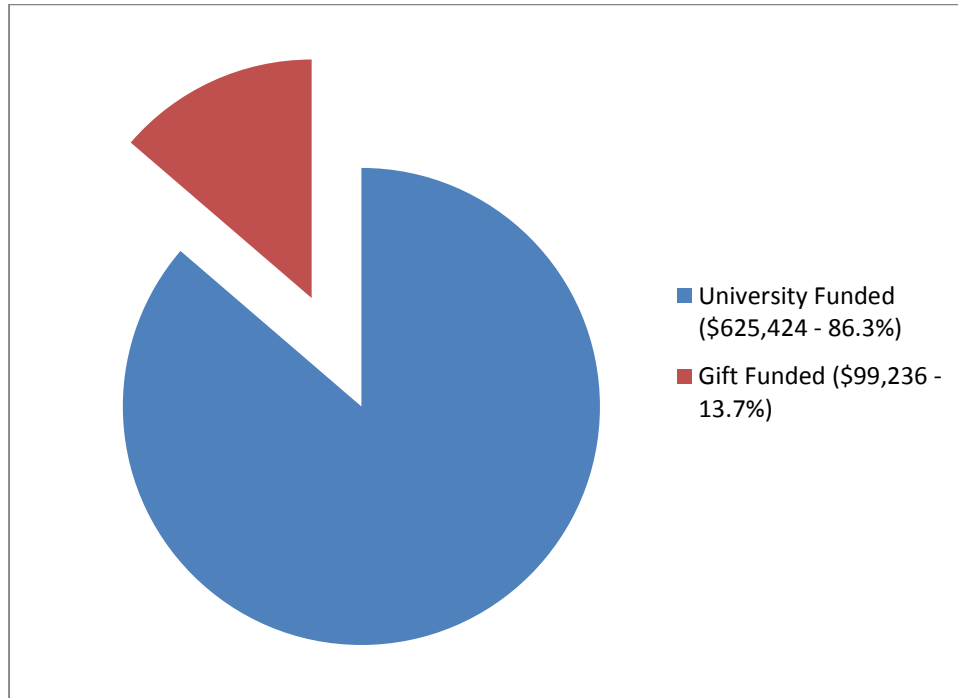
I. Materials Budget & Funding

- \$724,660 spent on physical and electronic materials for library collections – an increase of \$10,713 from 2012/2013. Increase spent on additional database resources and ejournal packages.
- **81% of total spent on electronic formats.**
- 86% funded by the University, 14% funded by gift funds and endowments.
- 48.49% spent on physical and electronic journals.
- 10.93% spent on physical and electronic books.
- **Only 6% spent on physical books.**

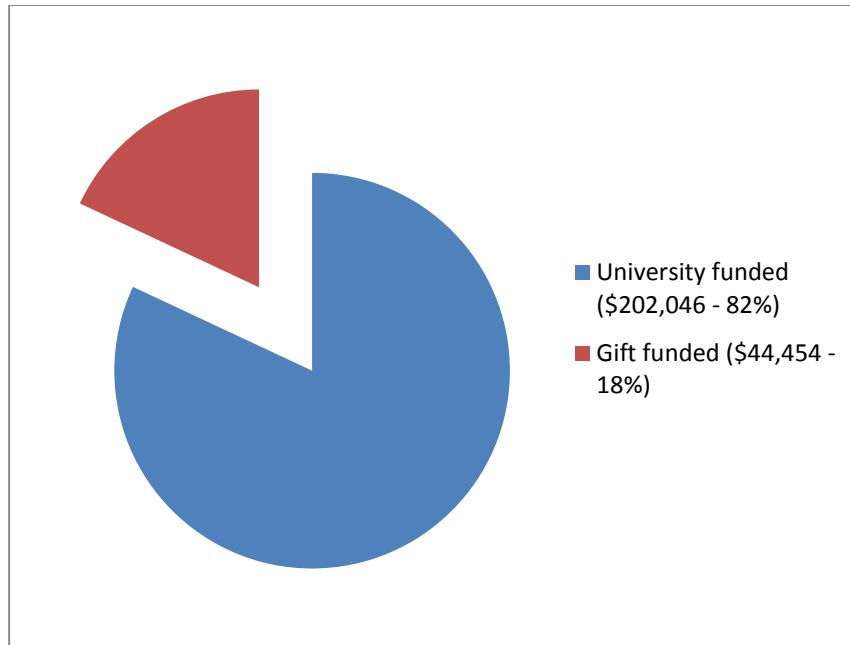
Library Materials Expenditures by Format Type

FORMAT	12/13 COST	12/13 PERCENTAGE	13/14 COST	13/14 PERCENTAGE
ELECTRONIC JOURNAL SUBSCRIPTIONS	\$246,088	34.47%	\$291,996	40.29%
WEB DATABASES	\$263,874	36.96%	\$242,566	33.47%
PAPER JOURNAL SUBSCRIPTIONS	\$58,659	8.21%	\$59,408	8.20%
BOOKS	\$46,867	6.56%	\$43,545	6.01%
EBOOKS	\$43,643	6.11%	\$35,670	4.92%
SHIPPING & SERVICE	\$10,224	1.43%	\$11,928	1.65%
SCORES	\$7,240	1.01%	\$10,090	1.39%
STREAMING VIDEO	\$15,081	2.11%	\$9,868	1.36%
VIDEO	\$11,757	1.65%	\$7,161	0.99%
STREAMING AUDIO	\$5,591	0.78%	\$6,632	0.92%
ILL/DOC. DELIVERY	\$2,687	0.38%	\$3,760	0.52%
BINDING	\$1,790	0.25%	\$1,961	0.27%
COMPACT DISCS	\$447	0.06%	\$75	0.01%
TOTAL RESOURCE EXPENDITURES	\$713,947	100%	\$724,660	100%

2013/2014 Materials Funding – University vs. Gift



2013/2014 General Operating Funding – University vs. Gift



II. A. 2013/2014 General Operating Expenditures -- Library

Type of Expenditure											
	University-Funded	Porter	Enhancement	Politics	Martinuzzi	BDJ Endowed Dean	Staff Development	Booksale	Research Prizes		Totals
Misc. Revenue	-\$742.72										-\$742.72
Office Furniture	\$856.69		\$384.00								\$1,240.69
Computers & Peripherals	\$4866.15		\$16,771.67			\$4,993.22					\$26,631.04
Library Furniture			\$2,821.80								\$2,821.80
Other Equipment	\$238.00		\$4,835.95			\$820.43					\$5,894.38
Training/Self-Development (Webinars)	\$1,082.31										\$1,082.31
Travel	\$9,345.43										\$9,345.43
Conference Fees							\$366.00				\$366.00
Maintenance – Equipment	\$4,472.78										\$4,472.78
Office Supplies	\$10,709.15		\$415.67	\$29.99		\$186.08					\$11,340.89

Laboratory Supplies	\$239.56									\$239.56
Other Supplies	\$481.90	\$1940.00	\$254.12	\$202.05						\$2,878.07
Printer Cartridges	\$4,2074.48									\$4,207.48
Print Shop Charges	\$753.01		\$233.00				\$156.00			\$1,142.01
Duplication	\$20,208.30									\$20,208.30
Postage & Shipping	\$802.13	\$2,224.87					\$1035.29			\$4,062.29
Equipment Rental	\$5,930.51									\$5,930.51
Meals/Catering	\$2,043.45		\$336.39				76.00			\$2,455.84
Software	\$15,130.24		\$100.00							\$15,130.24
Other Charges	\$140.00						\$49.00			\$189.00
Other Awards								\$120.00		\$120.00
Subscriptions (Link Resolver, EDS, etc.)	\$30,897.00									\$30,897.00
Bookstore Charges	\$5.57							\$400.00		\$405.57
Signs	\$220.15									\$220.15
Solinet (includes OCLC charges and Sirsi server maintenance charges)	\$89,618.57				\$4,132.24					\$93,750.81

Research-Library	\$540.00										\$540.00
Other Printing			\$458.00								\$458.00
Purchased Services			\$734.00								\$734.00
Re-location Expenses			\$250.00								\$250.00
Books		\$228.00									\$228.01
Total	\$202,045.66	\$4,392.87	\$27,494.60	\$232.04	\$4,132.24	\$5,999.73	\$366.00	\$1,316.29	\$520.00		\$246,499.43

Fund Raising Summary, 2013/2014

		2013/2014 Contributions	2012/2013 Contributions	2011/2012 Contributions	2010/2011 Contributions*
Enhancement Fund		\$22,834.00	\$21,135.00	\$54,344.50	\$56,623.32
Materials Fund		\$5,290.00	\$15,086.66	\$8,009.96	\$9,589.96
Other (incl. Research Prize, Library Speakers, Staff Development, etc.)		\$335,387.47**	\$600.00	\$3,381.61	\$0.00
Betty Drees Johnson Library Endowment		\$450.00	\$2,167.00	\$23,974.71	\$51,761.00
Politicos Fund		\$0.00	\$0.00	\$0.00	\$0.00
Total		\$363,961.47	\$38,988.66	\$89,710.78	\$117,974.28

* Last Johnson year (included one single gift of \$50,000 for Library endowment).

** Includes first installment of funding for Betty Drees Johnson Endowed Dean of the Library Endowment.

III. Collections

A. Physical Collections

- Achieved negative growth in physical book and journal collections in 2013/2014 due to deliberate weeding efforts. Total volume holdings decreased by 34,448 volumes.

DESCRIPTION	Vols. Held	Titles Held	Vols. Held	Titles Held	Vols. Held	Titles Held
	6/30/12	6/30/12	6/30/13	6/30/13	6/30/14	6/30/14
Circulating Collection	248,986	225,073	222,154	201,197	197,583	179,525
Reference Collection **	12,791	4,738	12,865	4,750	12,925	4,739
Stetson Collection *	5,204	2,608	5,350	2,643	5,543	2,717
Treasure Collection	1,393	857	1,421	872	1,439	887
Greenlaw Collection	1,564	1,558	1,599	1,592	1,599	1,592
Shaw Collection	88	49	88	49	88	49
Cleland Collection	71	57	70	56	70	56
Sub-Total Books and Special Collections	270,097		243,547		219,247	
BOUND PERIODICALS VOLUMES HELD	45,466		43,705		33,557	
TOTAL BOOK & JOURNAL VOLUMES (Physical)	315,563		287,252		252,804	

* Special collections title and volume counts include all formats included in collections.

** Reference Collection grew in FY12 due to addition of Music Library reference titles and volumes.

JOURNALS - TITLES		Titles Held		Titles Held		Titles Held
		6/30/12		6/30/13		6/30/14
Active Subscriptions (paper only)		400		379		345
Active Online Subscriptions *		375		346		251
Active & Inactive Journal Titles in Library		2,107		1,686		1,317
Total Active Subscriptions *		760		725		596
Electronic Journal Titles Accessible **		69,374		78,699		117,905

* Individual subscriptions only. Does not include titles in e-journal packages.

** May not be number of unique titles. Titles counted by number provided by vendor and may be present in more than one package.

FEDERAL DOCUMENTS PHYSICAL HOLDINGS	Vols. Held	Titles Held	Vols. Held	Titles Held	Vols. Held	Titles Held
	6/30/12		6/30/13		6/30/14	
Paper Pieces / Volumes	235,924		234,347		220,614	
Microfiche Pieces	109,069		109,490		109,834	
Microfilm Reels	223		223		223	
Maps	1,413		1463		1,463	
CD-Roms	2,334		2,348		2,353	
Computer Disks	95		95		103	
Videocassettes	30		30		30	
DVDs	303		340		355	
Government Documents Recon Titles (Total)		4,268		7,934		10,369

FEDERAL DOCUMENTS TITLES CATALOGED	Vols. Held	Titles Held	Vols. Held	Titles Held	Vols. Held	Titles Held
	6/30/12	6/30/12	6/30/13	6/30/13	6/30/14	6/30/14
Paper Titles Fully Cataloged *		38,386		42,354		44,376
Microfiche Titles Fully Cataloged		18,000		19,463		20,042
Paper & Microfiche Titles Minimally Cataloged		781		823		788
Titles Temporarily Minimally Cataloged		50		50		10
Computer Disks Fully Cataloged		6		6		6
CD-Roms Fully Cataloged		1,102		1,102		1,103
Maps Cataloged		962		985		986
Videos Cataloged		108		108		112
Document Remote Databases (incl. PURLs cataloged separately and as added copies)		28,791		30,784		32,256

*Number of paper titles increased in FY13 partially due to recon project.

MICROFORMS						
Microfiche Books	**58,291	66	**58,291	66	**58,291	66
Microfiche Journals	128,344	448	128,344	448	111,998	375
Microfilm Books Reels & Titles	465	4,639	465	4,639	465	4,639
Microfilm Journals Reels & Titles	8,348	210	8,348	210	4,544	192

** Historical count provided is not based on Sirsi.

OTHER FORMATS	Vols. Held	Titles Held	Vols. Held	Titles Held	Vols. Held	Titles Held
	6/30/12	6/30/12	6/30/13	6/30/13	6/30/14	6/30/14
Compact Discs	6,695	6,450	6,930	6,677	7,313	7,057
Computer Software Disks & Titles	14	12	12	10	12	10
CD-Rom Disks & Titles (excl. Fed. Documents)	175	118	185	126	106	57
Dumm Audiocassette Collection	552	435	553	435	553	435
DVDs Pieces & Titles	2,678	2,418	2,982	2,713	3,302	3,037
DVD-Rom Disks & Titles (excl. Fed. Documents)	6	6	7	7	7	7
Maps – Cataloged	15	13	15	13	15	13
Phonorecords (Sirsi only)	3,699	3,560	3,697	3,558	3,686	3,547
Recital CD's Minimally Cataloged & not Classified	2,978	1,845	3,293	2,037	3,630	2,211
Scores (score parts not counted sep. after 5/31/00)	18,250	13,078	18,274	13,120	18,321	13,150
Videodiscs – Pieces & Titles	3	3	5	5	5	5
Videocassettes & Titles	1,713	1,287	1,416	1,078	797	568

B. Electronic Collections

- Databases added in 2013/2014: ArtPrice; Chicago Manual of Style Online; Counseling & Therapy in Video Vol. 3; Encyclopedia of Jews in the Islamic World; L'Annee Philologique; Mango Languages; Mergent Online with Mergent Intellect; RefWorks.
- Journal packages added in 2013/2014: ACS Legacy Archives; Taylor & Francis ejournal package.

	Titles Held	Titles Held	Titles Held
	6/30/12	6/30/13	6/30/14
VIRTUAL COLLECTIONS			
Reference Ebooks (including added copies)	1,462	1,464	1,648
Ebooks (including added copies)	82,251	110,004	139,216
Websites	486	490	488
Remote Databases	124	130	137
Streaming Audio (Databases and Titles)	10,221	12,088	16,447
Streaming Video (Databases and Titles)	9,286	20,056	26,551

IV. SELECTED PROCESSING/ACTIVITY STATISTICS DURING 2013/2014

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014
Main Circulating Collection	2,698	2,595	1,577	1,173	953
Music Circulating & Reference Collection*	10	25	n/a	n/a	n/a
Main Reference	267	149	163	120	136
Special Collections	190	132	127	128	122
Total Book Volumes Cataloged & Processed	3,165	2,901	1,867	1,421	1,211
Web Sites Cataloged (Non-Document)	49	61	42	22	14
E-Books Cataloged (Reference and Nonreference)	2,825	770	1,445	501	970
Ebooks added (not cataloged)	n/a	n/a	14,087	30,656	35,417
Scores & Recordings (Physical) Cataloged (Titles)	1,206	1,310	444	565	874
Other Media Cataloged (Titles)	639	3,727	620	805	1,032
Streaming Video and Audio Added (Titles)	n/a	n/a	13,361	12,754	11,130
Federal Documents Fully Cataloged (Titles - all media)	3,302	2,492	2,639	2,289	1,745
Federal Documents Briefly Cataloged (Titles - all media)	12	49	3	14	17
Authority Records Added	10,667	6,997	7,013	6,202	
Titles Converted to MARC Format (Main Non-Document)	165	60	11	3	112
Titles Converted to MARC Format (Music)	0	0	n/a	n/a	n/a
Titles Converted to MARC Format (Documents)	165	33	70	3,656	2,451
Volumes Cataloged for Walker Collection	1	5	0	2	0
URLs Corrected (non-Federal Document)	18	3	120**	332**	193**
Items Mended	211	159	196	165	130
Mending Items Replaced by ebooks	3	6	5	12	42

*Music Library merged with Main Library July, 2011.

** Includes all collections since government documents now received and processed through TS workflow.

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014
Circulating Collection – Lost	90	81	166	116	120
Circulating Collection – Weeded	2,687	2,427	2,097	28,255	26,258
Reference - Lost	2	0	0	0	3
Reference - Weeded	5,230	131	259	59	52
Other Media Weeded/Lost (Main Library)	558	762	138	358	805
Total Items Withdrawn from Collection	8,567	3,401	2,660	28,788	27,238
Books Reinstated	28	25	19	30	9
Titles Cataloged (All except Gov Docs)	7,134	6,932	4,077	2,752	3,291
Gifts					
Received but Not Added to Collections	292	755	814	1,307	1,052
Added to Collections	1,152	1,427	740	557	877

	2011/2012	2012/2013	2013/2014
Total Federal Documents Titles in Unique Formats Accessible through OPAC	88,186	95,675	99,679
Total Unique Federal Documents Titles in Multiple Formats Accessible through OPAC	73,253	78,980	82,039