

York College Library

Annual Report

2004 – 2005

Robert Machalow

Chief Librarian

## Introduction

In the 2004 – 2005 academic year, the Library continued to face a number of challenges, in terms of both budget and staffing, but continued to devote itself to public service as a priority. In terms of the budgetary situation, the Library's state appropriated budget was used nearly exclusively for journals, microforms, and web sites which primarily permitted access to full text documents. The expenditure for printed books amounted to less than one percent of the budget. In addition to the state appropriated budget, the Library received appropriations from the Queens High School for the Sciences at York College as well as grants from the York College Auxiliary Enterprises Corporation, both of which were used primarily to purchase books.

In terms of staffing, the number of professional Librarians has remained the same for a number of years, but in recent years two additional adjunct Librarians have been added. One of these is associated with the High School, and the other is on staff simply to permit the Library to be open late nights, Monday through Thursday, during the Fall and Spring semesters. Because of increased hours and additional Library users, the staffing can be considered to have remained the same. With two Reference Desks that need to be staffed when the Library is open, offering additional services cannot be accomplished without neglecting other critical services areas.

In terms of technology, the Library continued to offer printing from all the computers in the Library. The printing system has been upgraded, but the equipment has not. Thus, the Library has primarily out-dated computers and printers. During the current

academic year, the Library has been promised forty new computers to replace some of those in need of replacement. There are three printers, and these need to be replaced as soon as possible.

It should be pointed out that though the Library has a great number of computers, there is not an individual in the Library to install new computers and maintain those that are here. This impacts on the Library's ability to offer consistently high services.

The Library has received a grant for \$150,000 to replace the carpeting and drapes in the Library. Recently, we have been informed that construction within the Library is necessary for the carpet and drape replacement to commence. At the present time, the Library is consulting with the Campus Planning Officer to further the project.

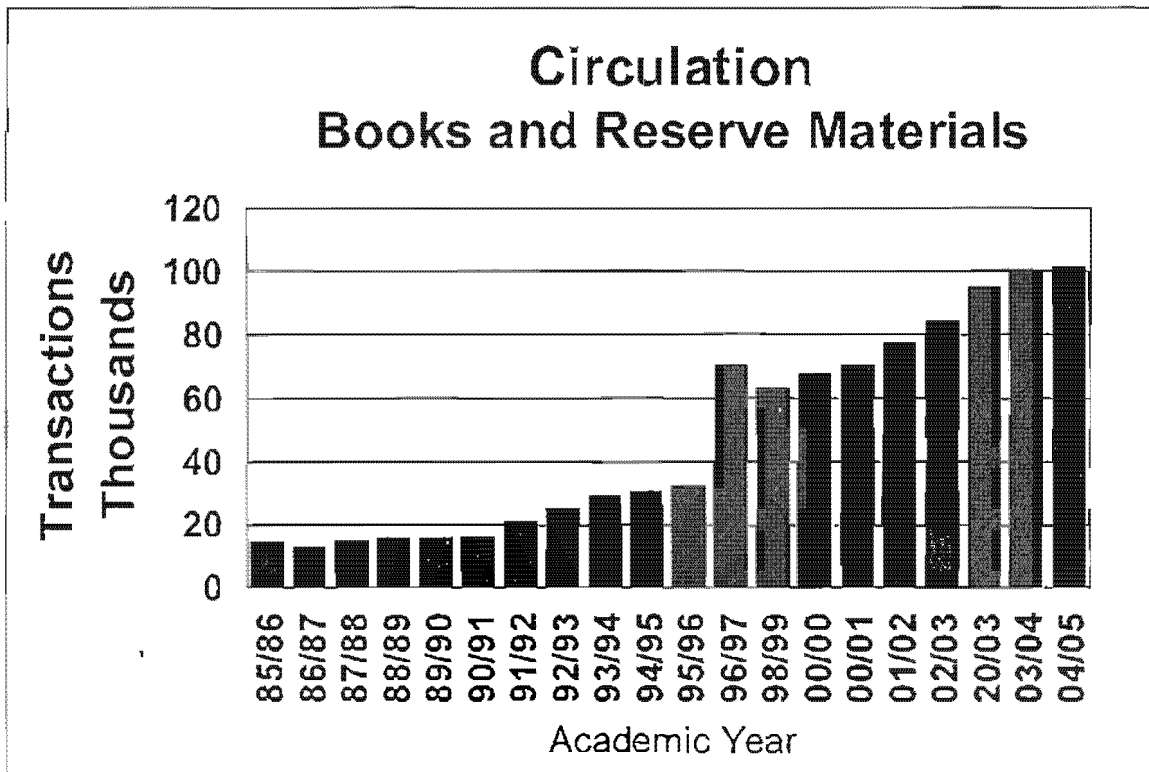
During the Spring 2004 semester, the Library offered Information Literacy sessions in conjunction with Student Development classes. The program is being expanded for the Fall 2005 semester to offer Information Literacy classes in conjunction with all 100 level courses being offered. With additional faculty, this program can be expanded to include all courses at York College.

## Uses of the Library

The priority of the Library faculty and staff is to provide public service for Library users. The use of the Library remains strong, as can be seen in the following charts and commentaries.

### Circulation and Reserve

Circulation of Library materials has remained high, as can be seen on the following chart:



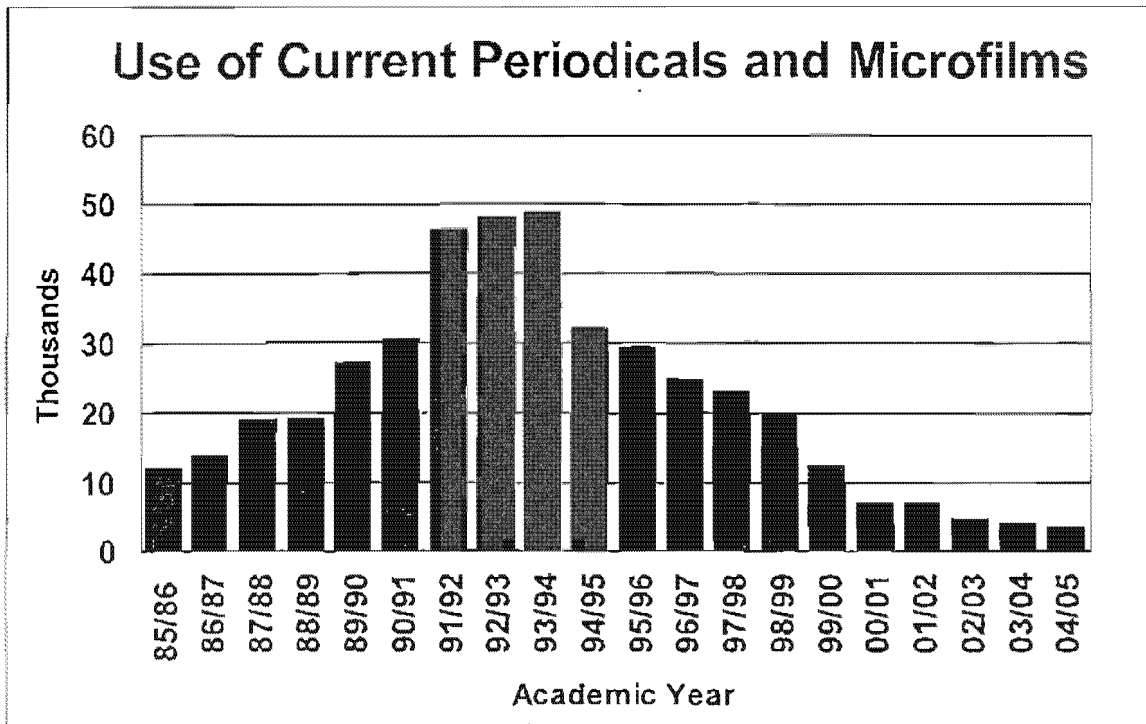
As can be seen, circulation has consistently risen since the 1985 / 86 academic

year:

1985/1986	14480
1986/1987	13116
1987/1988	14897
1988/1989	15965
1989/1990	16048
1990/1991	16397
1991/1992	20873
1992/1993	25300
1993/1994	29127
1994/1995	30483
1995/1996	32094
1996/1997	70491
1997/1998	63118
1998/1999	68178
1999/2000	70437
2000/2001	77582
2001/2002	84780
2002/2003	95158
2003/2004	100575
2004/2005	101785

#### Current Periodical and Microforms

The use of current periodicals has declined, due primarily to the availability of full text journals on the World Wide Web. To gain access to these databases, the Library and/or CUNY pays annual fees. The following charts show the use of current periodicals and microforms:



The decline can be seen more clearly in the following chart:

Current Periodicals/ Microforms	Current Periodicals/ Microforms *
1986/1987	13876
1987/1988	19142
1988/1989	19248
1989/1990	27280
1990/1991	30506
1991/1992	46420
1992/1993	48161
1993/1994	48970
1994/1995	32195 *
1995/1996	29661
1996/1997	24903
1997/1998	23134
1998/1999	20033
1999/2000	12456
2000/2001	7271
2001/2002	7110
2002/2003	4907
2004/2005	3569

## Information Literacy

The Library began offering Information Literacy sessions in conjunction with Student Development courses as well as in conjunction with the Queens High School for the Sciences at York College. During the academic year, the Library offered 23 sessions in conjunction with college courses and 29 sessions in conjunction with the High School. In addition, the Library offered sessions in conjunction with the 504/ADA group, the Physician's Assistants program and faculty who wanted to learn to teach their own classes how to use Library resources on the World Wide Web.

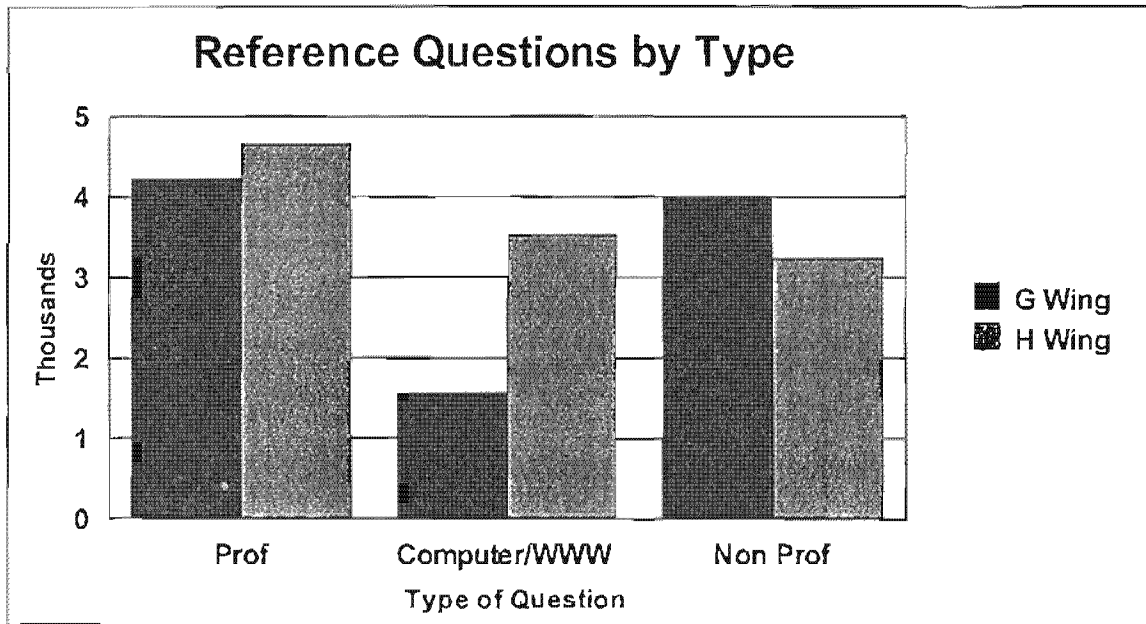
## Reference

Reference is the most highly used service of the York College Library. Reference services can be studied in a variety of ways.

Reference services can be viewed by the type of question asked (at the present time, the Library distinguishes professional, World Wide Web / computer, and non-professional. As there are two reference desks, one on each wing of the third floor of the Library, the statistics are separated: It must be noted that in most cases, the statistics do not include the summer 2004 sessions. Use of the Library during the summer session is light.

	G Wing	H Wing
Prof	4234	4649
Comp/WWW	1572	3530
Non Prof	4009	3247
Total	9815	11426

Graphically, this can be seen in the following chart:

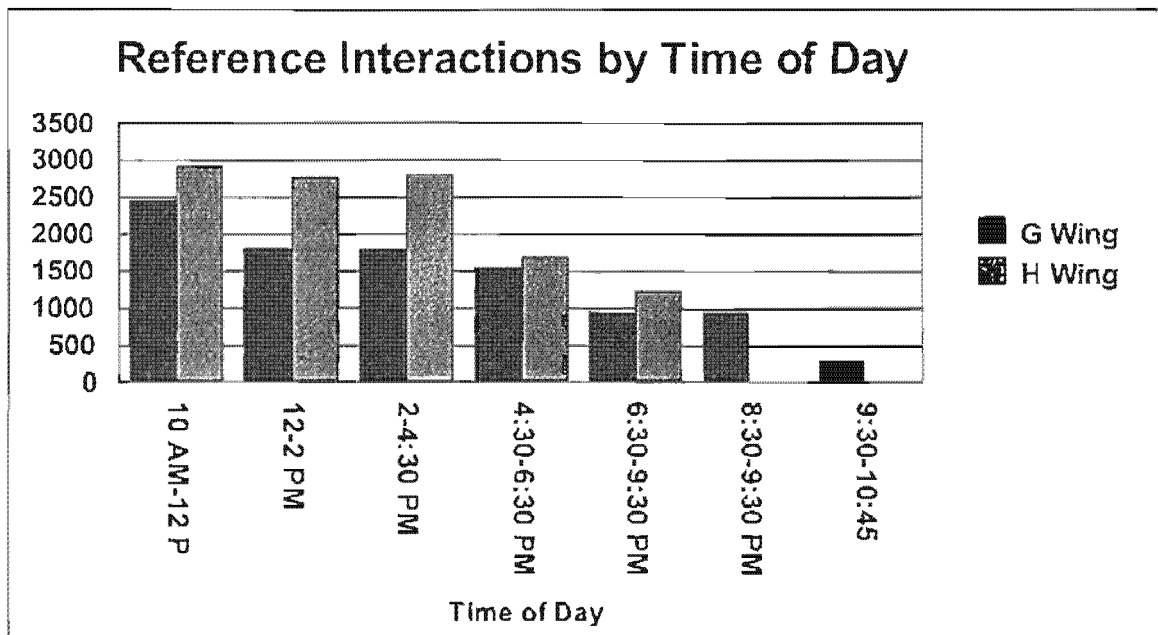


Reference services can also be assessed by the time of day interactions took place:



	G Wing	H Wing
10-12	2476	2919
12-2	1808	2784
2-4:30	1801	2804
4:30-6:30	1540	1690
6:30-9:30	950	1229
8:30-9:30	937	n/a
9:30-10:45	303	n/a
total	9815	11426

Graphically, this can be seen as:

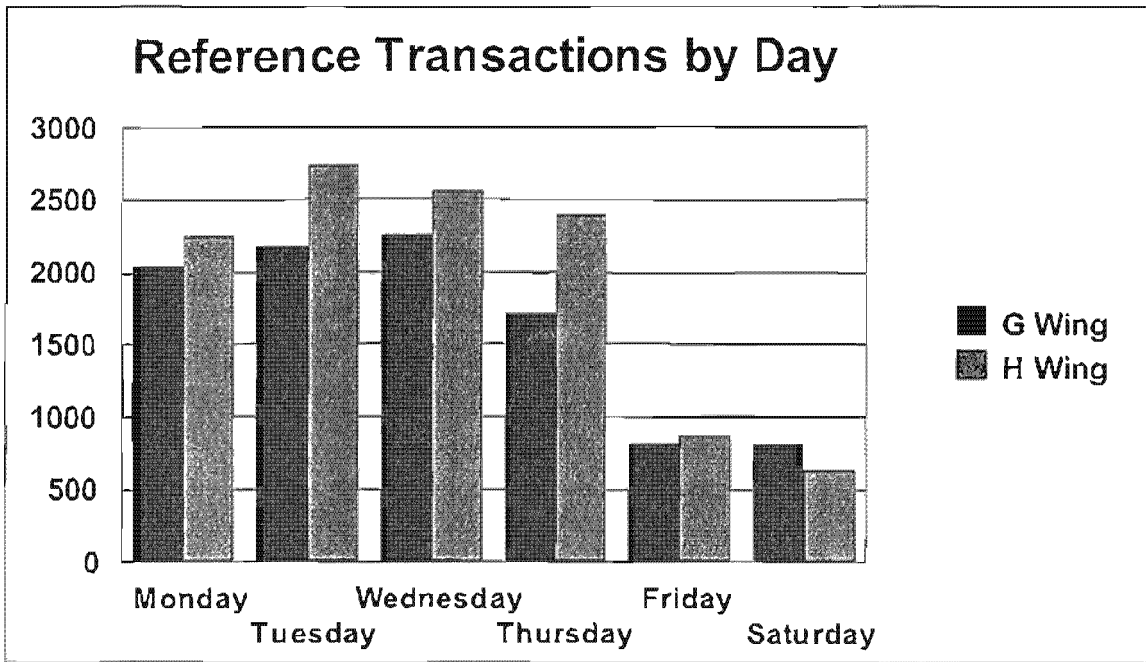


Clearly, the number of reference interactions declines in the late evening.

In terms of days of the week, reference services can be seen as follows:

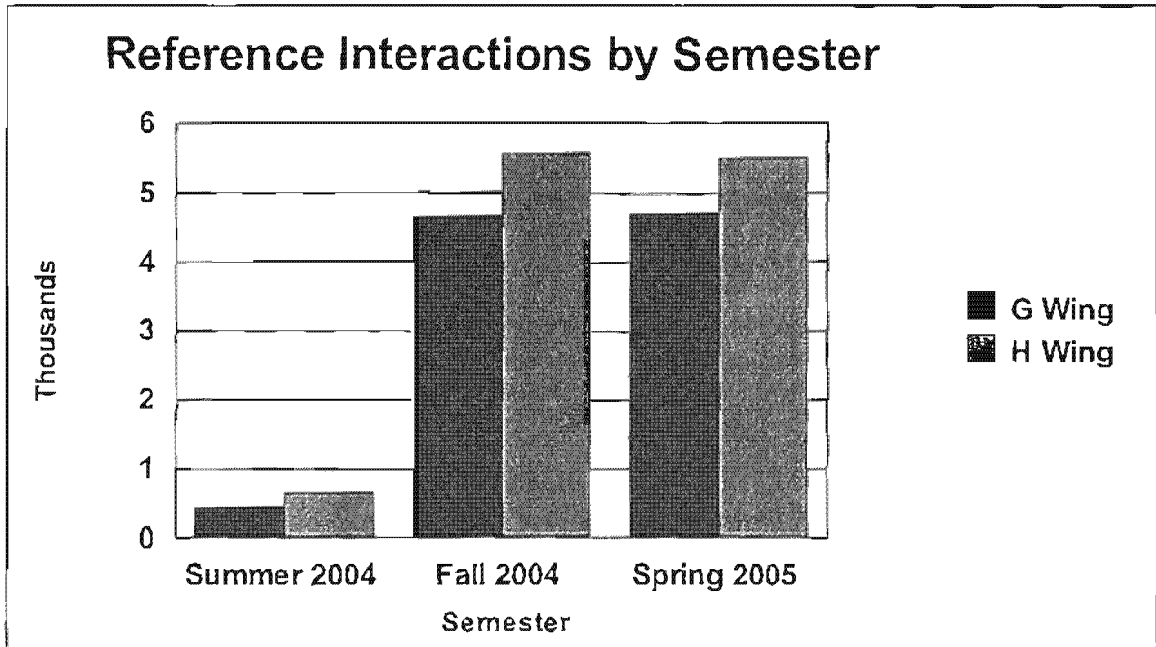
	G Wing	H Wing
Monday	2039	2247
Tuesday	2180	2735
Wednesday	2258	2551
Thursday	1709	2390
Friday	815	871
Saturday	814	632
Total	9815	11426

Clearly, the number of reference interactions declines toward the end of the week.



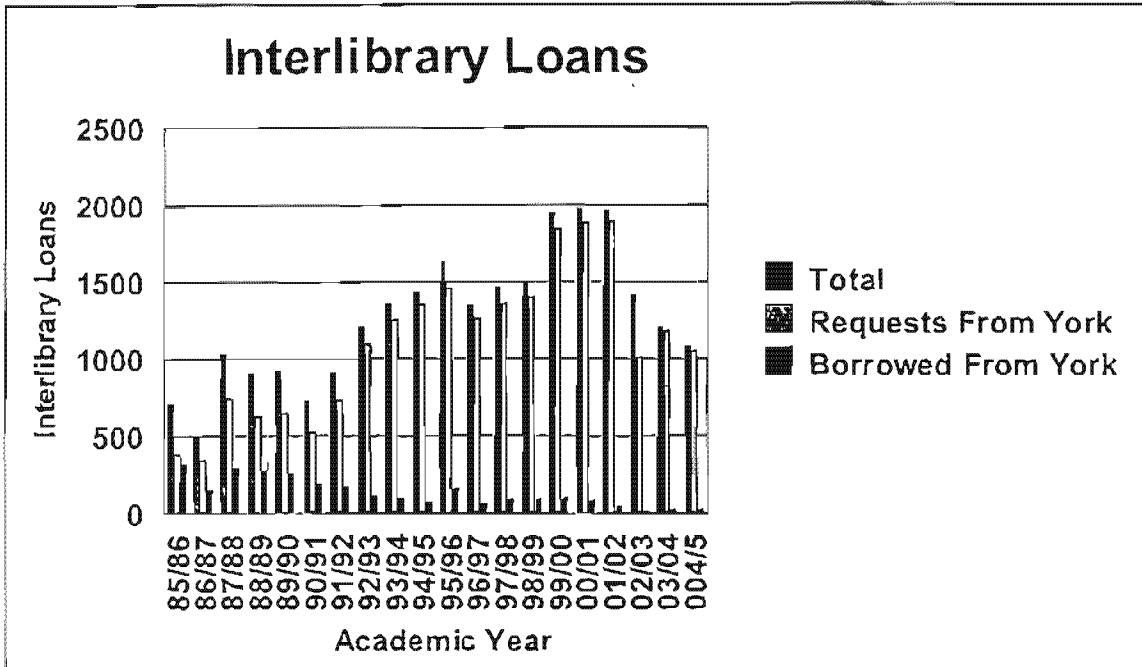
Reference interactions can also be studied by semester:

	G Wing	H Wing
Summer 2004	445	669
Fall 2004	4662	5571
Spring 2005	4708	5511



#### Interlibrary Loans

Interlibrary Loans have been active this academic year. The amount of borrowing by the York College Community is extremely high (as compared to those items requested from York), as can be seen on the following chart:



#### Videos and Compact Discs

The Library's collection of contemporary videos (acquired by donation) has increased substantially. This increase for the academic year 2004 – 2005 was 66. In addition, the Library acquired several compact discs through a settlement with New York State. These have been made available to the Library community.

## Library Displays

During the academic year, the Library has had several displays, including those based on the following themes:

- African American History Month
- Banned Books Week
- Jewish Book Month
- National Poetry Month
- Labor History
- Women's History Month
- America and Americans

## LibQual Survey

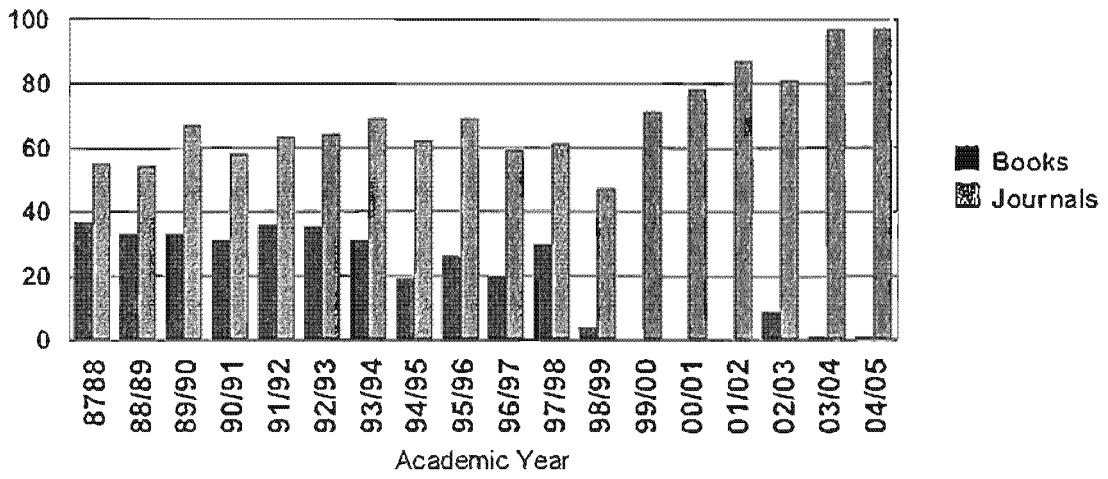
During the Spring 2005, CUNY conducted a survey related to the quality of Library services throughout CUNY. The report for the York College Library contained few surprises. The major conclusions were:

1. the Library service (personally) was regarded as high
2. the resources of the Library were considered very limited and not adequate

## Library Budget

Primarily, the Library's budget has been devoted to subscriptions, microforms, and web sources that primarily permit access to full-text resources. This has led to a sacrifice of books, as can be seen in the following graph. During the academic year, the Library has used less than one percent of the state appropriated budget to purchase books. The breakdown by percent can be easily seen on the following chart:

## Library Budget Books vs Journals



Academic Year	Books	Journals
1987/1988	37	55
1988/1989	33	54
1989/1990	33	67
1990/1991	31	58
1991/1992	36	63
1992/1993	35	64
1993/1994	31	69
1994/1995	19	62
1995/1996	26	69
1996/1997	20	59
1997/1998	30	61
1998/1999	4	47
1999/2000	0	71
2000/2001	0	78
2001/2002	0	87
2002/2003	9	81
2003-2004	1	99

In addition to the state budget for the Library, funds that have been used to purchase books have been obtained through grants, primarily from the York College Auxiliary Enterprises Corporation, and the Queens High School for the Sciences at York College. Additional funds, used for access to on-line databases, have been obtained from the Tech Fee.



## Next Academic Year

In the next academic year, the Library intends to pursue the following course:

### 1. Information Literacy:

The Library has offered to conduct at least one session of Information Literacy in conjunction with all 100 level courses offered in the College. To accomplish this, one of the reference desks may have to be unstaffed during the sessions as well as during preparation for the sessions. Though this is regrettable, it has been determined that introducing a full class to the World Wide Web is more important than aiding individual users. Individual users in need of help can still go to the staffed reference desk. With the addition of Library faculty, individual and small group public service could be maintained in the Library.

### 2. Budget

It is hoped that in the next academic year, the budget for the library will be increased to permit the acquisition of more recent and relevant printed materials, non-print materials, and computer hardware. . In order to accomplish this, the Library has cancelled subscriptions to various journals in order to use the money to acquire other printed materials. The cancelled journals are all available to Library users on the World Wide Web in full text databases.

### 3. General

In the coming academic year, the Library looks forward to the replacement of the carpets and drapes. These are in poor condition, and their replacement will enhance the overall Library and college environment, increasing retention and recruitment in the college. In conjunction with these projects, construction will be necessary, and the Library has suggested three construction projects: a wall to separate the ID card picture taking area, the expansion of the library's Information Literacy Lab, and the construction of a permanent home for the South East Queens Music Archives.