Annual report of the Nelson Poynter Memorial Library 1983/1984

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UNIVERSITY OF SOUTH FLORIDA
ST. PETERSBURG

ANNUAL REPORT
1983 - 1984

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Regional Campus Librarian
Science Services

As the Department of Marine Science continues to grow, the library proceeds to expand services to its members. In selecting books, priority is placed on materials supporting new programs.

Acquisition lists distributed regularly to all members of the department, a display of newly arrived journals in the departmental lounge, and a bulletin board giving the table of contents of newly arrived books, all help to make marine science faculty, students, and staff aware of library activities. Personal contacts made during the almost weekly visits to the marine science labs provide the science librarian with information on the needs of the department. Again this year, marine science patrons relied heavily on the DIALOG system, accounting for 30% of all computer searches done by the library. This likewise provides the science librarian, who performs this service, with knowledge of the individual research underway.

A much needed review of journal titles is currently being conducted by Main Campus Library. Working closely with members of marine science, the science librarian submitted a list of new journal titles for consideration for purchase. Faculty members have further demonstrated their concern by donating subscriptions to journals to the library. Monies thus saved are applied towards enrichment of the book collection. For the fiscal year approximately $2500 was spent on new books for marine science.
Goals for 1984-85

1. Reestablishment of the approval plan with Blackwell North America and refinement of the marine science profile for it.

2. Expansion of the reprint collection through acquisition of microcomputer software and hardware.


Bibliographic Instruction

Bibliographic instructional services offered this year by the Poynter Library staff experienced expansion in all aspects of this service. Both the number of formal lectures given, 44, and the students taught, over 750, represent increases over the previous year. Some classes in nearly every college active on this campus have been addressed. These include graduate or undergraduate courses in mass communications, economics, accounting, business administration, education, sociology, and criminal justice. New programs were organized for classes in library science and management.

A "Use of the Library Mini-Course" was presented in both fall and spring semesters through the Student Activities Office. This non-credit course consisted of a series of six one-hour lectures given once a week. This program appeared well received and the library staff may offer it again in upcoming semesters. In addition, formal library instruction took a great step forward in that the Poynter Library has been given official permission to offer a two-credit course, LIS 2110, starting in the fall, 1984.

Bibliographic instruction has also provided a mechanism to fulfill the Library's mission of community service. In the past year, the staff
has spoken to groups from Shorecrest Preparatory School, Safety Harbor Middle School, and St. Petersburg High School and provided them with tours of the library facilities.

**Goals for 1984-85**

1. Presentation of high quality formal bibliographic instruction through LIS 2001.
2. Continued activity to expand class lectures by making faculty more aware of this service.
3. Reduction of additional in-house instructional aids including slide-tape presentation, video taped lectures and tours, and CAI using the library's microcomputer.
4. Formation of closer liaison with the Department of Library, Media, and Information Studies in providing other library courses for the Bayboro Campus, utilizing Poynter facilities and staff.

**On-Line Bibliographic Searching**

In terms of number of searches performed and number of connect hours, the amount of bibliographic searching done closely resembles that performed last year. Indications are, however, that students will be making increased use of the service in coming semesters. In association with library class lectures, some professors have stressed computer searches as part of class assignments.

Again this year, students constituted the largest single user group. When searches for library reference are discounted, 35% of the searches were done for students, 30% for members of the Department of Marine Science, and 29% for faculty. This represents an increase of about 10% from last year in faculty taking advantage of monies for
searching made available by Dean Hinz. Of the searches done, about 55% involved investigations of multiple data bases.

Searchers have continued to attend seminars to enhance their skills. These included a DIALOG workshop on science and technology data bases and another given by the INSPEC data base producer. Individuals attending these programs then share the knowledge gained with the rest of the staff.

Plans are underway to expand the library budget for DIALOG to permit greater use of this service to facilitate ILL verifications and to answer reference queries.

**Goals for 1984-85**

1. More active solicitation of patrons for this service particularly through formal presentations and demonstrations.

2. Interface with other on-line systems, particularly non-bibliographic ones offered by the State of Florida and other state universities.

3. Expanded use of DIALOG to support reference and ILL activities.

4. Continued participation in DIALOG and data base producer training sessions.

5. Coordination of the library's microcomputer to interface with the DIALOG system to facilitate searching and retrieval of records.
Public Services

Poynter Library is experiencing ups and downs in the public service area. Circulation and door count were both down slightly from last year, but all other types of transactions increased from 1982-83.

More questions were answered and more lectures, tours, and demonstrations were provided. Reserve transactions also increased over last year. Intralibrary loans showed a marked increase, with a great many requests from the Marine Science department. This year, for the first time, Poynter Library received more interlibrary loan requests from other institutions than it sent out. More than twice as many requests were received than last year. Requests sent to other libraries increased, too -- nearly double the amount sent in the previous year.

The library is fortunate to have a group of faithful volunteers. Dr. Raymond Gerberich prepares and updates subject bibliographies to be distributed to students. Mrs. Maryke Nol and Mrs. Gertrud Gust have given freely of their time and talents, helping anywhere they are needed.

Poynter Library is moving closer to the goals it set out to reach last year, but has not quite completed any one of them. This the Goals for 1984-85 remain the same:

2. A university-wide on-line circulation system.
3. On-line card catalog for public access.
Regional Economic Information Network

The REIN sponsored seven seminars during the 1983/84 academic year. They were held at various locations in the Tampa Bay area and were free to the public. They covered a range of economic topics from Labor Market Information to Growth Trends for Florida. Some of these seminars had attendance of up to 80-100 people.

The Steering Committee, of which I am a member, generally met for a short period of time after each seminar. Most of the Committee's activities were devoted to planning, organizing and promoting the seminars. The Committee is also active in promoting contact between members and between the public and the members. The network's intent is to assist people in finding the source of various kinds of information, primarily in economic and demographic areas.

Auxiliary Services

During 1983/84 there was a major change in personnel in the serials/cataloging/C.D. area. Darinka Bowen, the library employee with the most years of service at SP, retired at the end of 1983. Her knowledge and experience were of great benefit to the library. We were fortunate to be able to hire Jackie Jackson from the Extension Library in that position.

Pat Houben was deservedly reclassified during the year to the position of Clerk-Typist III. Her varied duties and increased use of computers and terminals was helpful in this regard.

The presence of the OCLC terminal continues to be the primary influencing agency in the area. In acquisitions, the fact that all orders are on-line, and no hard-copy record of individual orders is provided, makes it essential for personnel to be able to use the
terminal. Training has continued with all personnel in various systems, including bibliographic searching in ILL, collection searching for orders in ACQ, checking individual orders for monographs, serials and periodicals (in hard copy and microform) in ACQ, and the new activities in OCS.

Tampa Acquisition input all our Serials (annual) titles into the OCLC/SCS (Serials Control System) during the spring of '84. John Keeth and Cheryl Ruppert came over to SP and presented a training session in using the SCS format and checking in titles received on-line. Pat started using the system to test a sample group of periodical titles which she checks in on-line. The group includes weeklies, monthlies and quarterly titles. As of July, the only problems noted with the procedure involved the terminal and scheduling in down time and desk time.

I expect Jackie to learn how to use this system so she can check in serials on-line next year. When she is ready, the address will be changed on our subscriptions and the serials will be received here directly.

Aside from the periodicals test-checkin, one major area of emphasis in periodicals this year was in claiming microform orders. This department is functioning very well. Twenty seven (27) new titles were added in 1983/84, giving a total of 667 titles being checked in.
ANNUAL REPORT: COLLECTION DEVELOPMENT
1983/84

The 1983/84 fiscal year was a time of retrenchment, with the book budget cut to $122,374 from $193,618, a decrease of 36.8%. 4461 volumes were added after cataloging, for a total of 92,965. 189 volumes were withdrawn.

The drastic cut in our funding required that we discontinue the popular Blackwell North American approval plan. Areas of special concern included selective replacement of volumes missing on inventories since 1975, an updating and augmenting of A-G, J-T in the reference collection, evaluating the accounting collection to assist in the department's certification, and an analysis of the 19th century literature section with the help of a valuable volunteer, Meryke Nol.

Major purchases this year included 3 large slide collections, Combined Retrospective Indexes in political science, history, and sociology, 1980 census volumes, Phonefiche, and various periodical backfiles.

This year circulation statistics were compiled by LC subject for the first time in an effort to match our collection development more accurately with our actual usage patterns. Cards for books missing since 1975 were withdrawn to enhance the efficiency of our catalog and procedures were drawn up for handling lost books. The pamphlet file was weeded extensively.

We were fortunate to receive a $1000 donation for the purchase of books in English literature and several valuable donations of books and journals.

Marley Annexum