

York College Library

Annual Report

2005 – 2006

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Chief Librarian

## Introduction

In the 2005 – 2006 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 primarily for journals, microforms, and web sites which 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 the next academic year, the Library will receive funds from the Gates High School associated with the College, but these funds will be somewhat restricted.

In terms of staffing, the number of professional Librarians has remained the same for a number of years, but in recent years three additional adjunct Librarians have been added. One of these is associated with the High School, and another is on staff simply to permit the Library to be open late nights, Monday through Thursday, during the Fall and Spring semesters when classes are in session. The final adjunct was hired to permit the Library to offer an increased Information Literacy service, which was heavily used this academic year. 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 nearly all the hours when the Library is open, offering any additional services

cannot be accomplished without neglecting other critical service areas unless the Library is able to hire more full time Library faculty.

In terms of technology, the Library continued to offer printing from all the computers in the Library. The printing system has been upgraded, but most of the equipment has not. Thus, the Library has a number of out-dated computers and printers. The Library has been promised many new computers to replace some of those in need of replacement, primarily through the Technology Fee. At the end of the current academic year, the remaining \$30,000 has been committed to computers for the Library; in the next academic year, another \$25,000 has been committed for this. These sums will not only replace a number of the computers in use in the Library, but will permit the equipping of an expanded Information Literacy Lab; the expansion has been scheduled for this summer. There are three printers associated with the printing system which are in need of being 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 quality services.

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

During the 2005 – 2006 academic year, the Library began offering Information Literacy sessions for every class in the college. This had been expanded from the

previous offering: during the Spring 2004 semester, the Library offered Information Literacy sessions in conjunction with Student Development classes. With the expansion of the Information Literacy Lab in the summer of 2006, the lab will be better used and larger classes could be scheduled for the sessions. The expansion will increase the possible maximum class size from 18 to approximately 40.

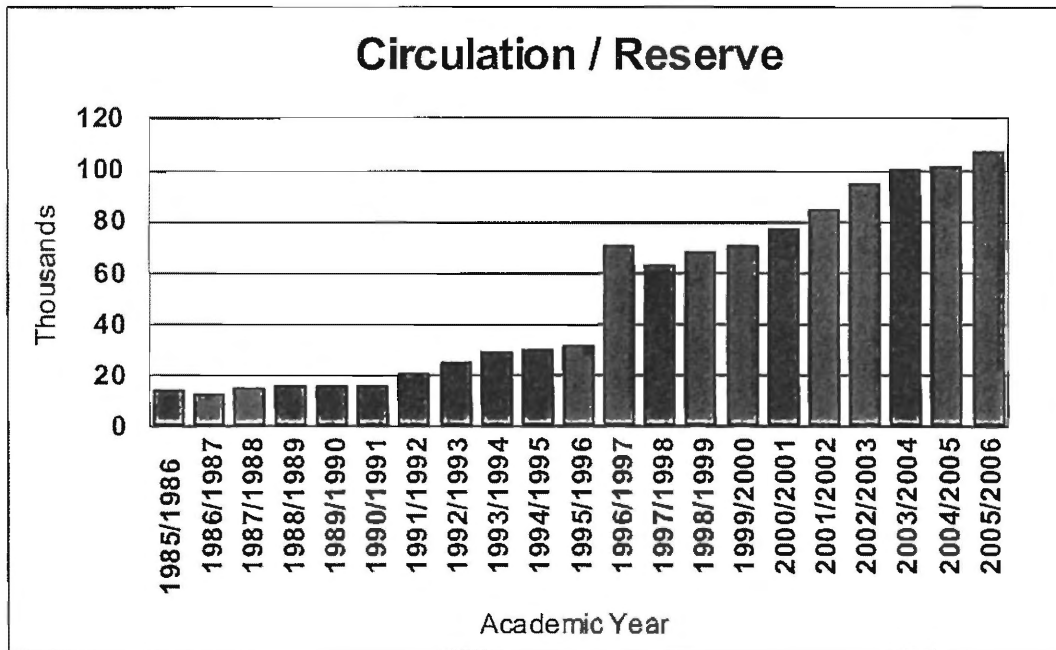
In addition, upgrading of the physical portion of the Library that is used by the user community is necessary. For example, many ceiling tiles have been damaged and taken down but not replaced due to the continual water damage that is present in the Library when it rains or snows. These tiles need to be replaced to make the Library more attractive and this would certainly impact on the retention of students. Furthermore, better and more lighting on both the third and the second floors of the Library would permit Library users to better utilize the resources of the Library. Better lighting could be accomplished through the establishment of study carrels which could be individually lighted. As an alternative, present Library furniture could be supplemented with lamps to accomplish this.

## 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:



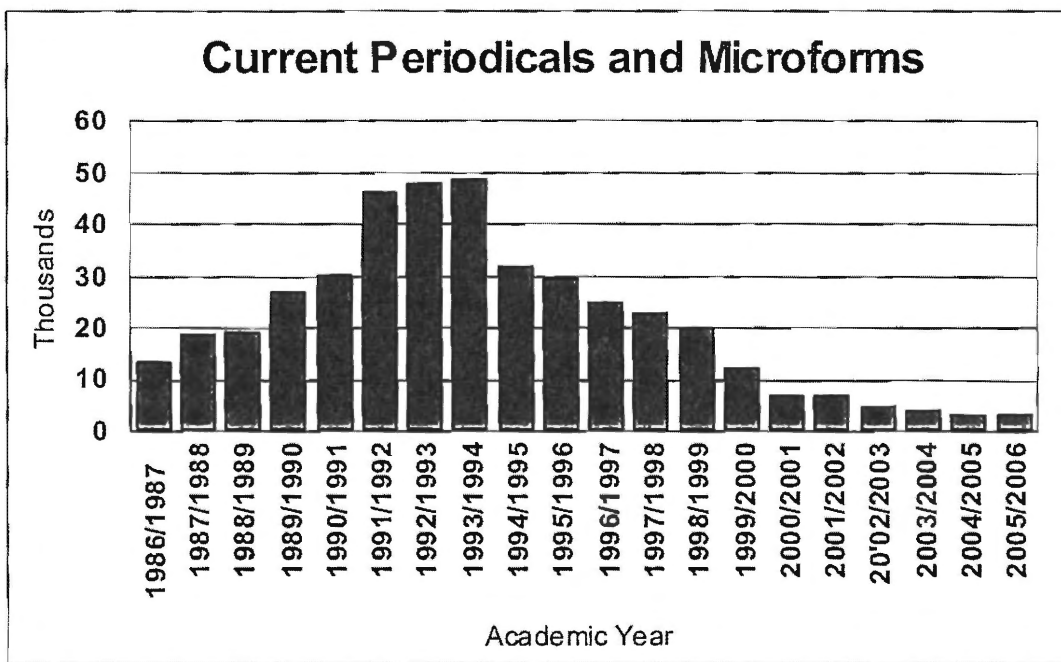
As can be seen, circulation has consistently risen since the 1985 / 86 academic

year, peaking in the most recent 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
2005/2006	107227

## Current Periodicals and Microforms

The use of current periodicals has declined, due primarily to the availability of full text journals through subscription to databases on the World Wide Web. With this in mind, the Library has begun cancelling journal subscriptions for many of those items which are available in full text online. 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 table:

## Current Periodicals and 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
2003/2004	4205
2004/2005	3569
2005/2006	3281



## Information Literacy

The Library began offering Information Literacy sessions in conjunction with all courses in the College as well as in conjunction with the Queens High School for the Sciences at York College. During the academic year, the Library offered 106 sessions. 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. The College classes included sections of Occupational Therapy, English, Writing, Business, Student Development, Cultural Diversity, Psychology, Sociology, Education, Foreign Languages, Physical Education, and ESL. Approximately 1908 students and faculty were instructed in the Information Literacy Lab in conjunction with this program.

During the summer of 2006, the Information Literacy Lab is going to be expanded. At the present time, there are only 18 student computer stations, which certainly limits the class size that can be instructed. With the expansion, approximately 40 student computer stations will be available, enabling the Library faculty to instruct larger classes.

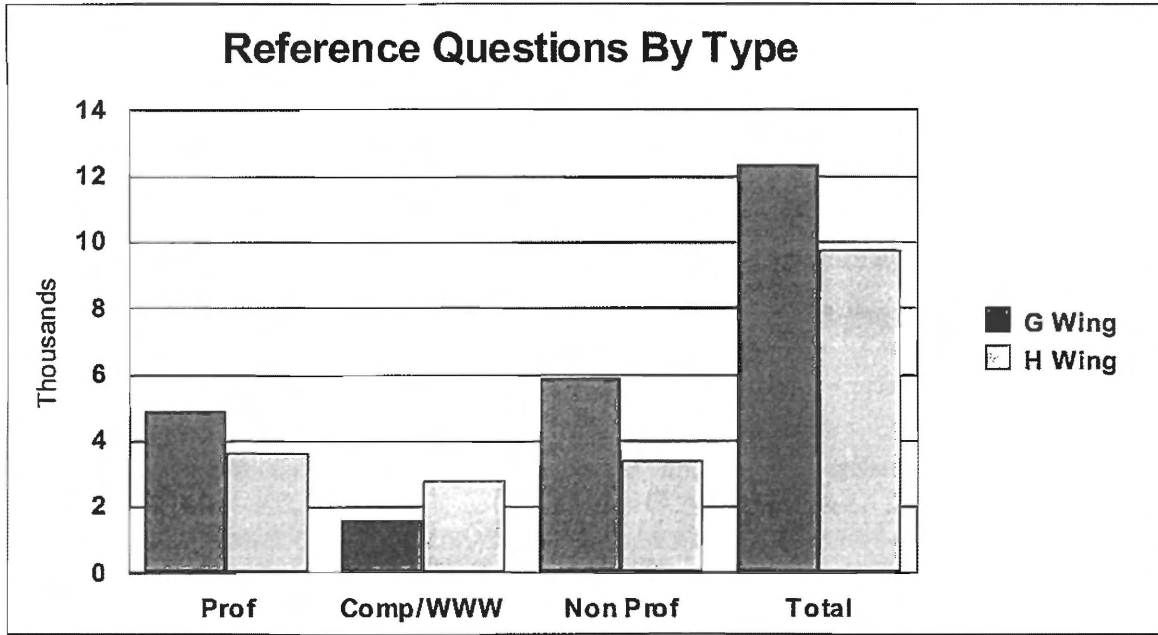
## Reference

Reference is the most highly used service of the York College Library aside from circulation and reserve. 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 in 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 2005 sessions. Use of the Library during the summer session is light.

	G Wing	H Wing
Prof	4867	3606
Comp/WWW	1616	2806
Non Prof	5882	3381
Total	1 2365	9793

Graphically, this can be seen in the following chart:



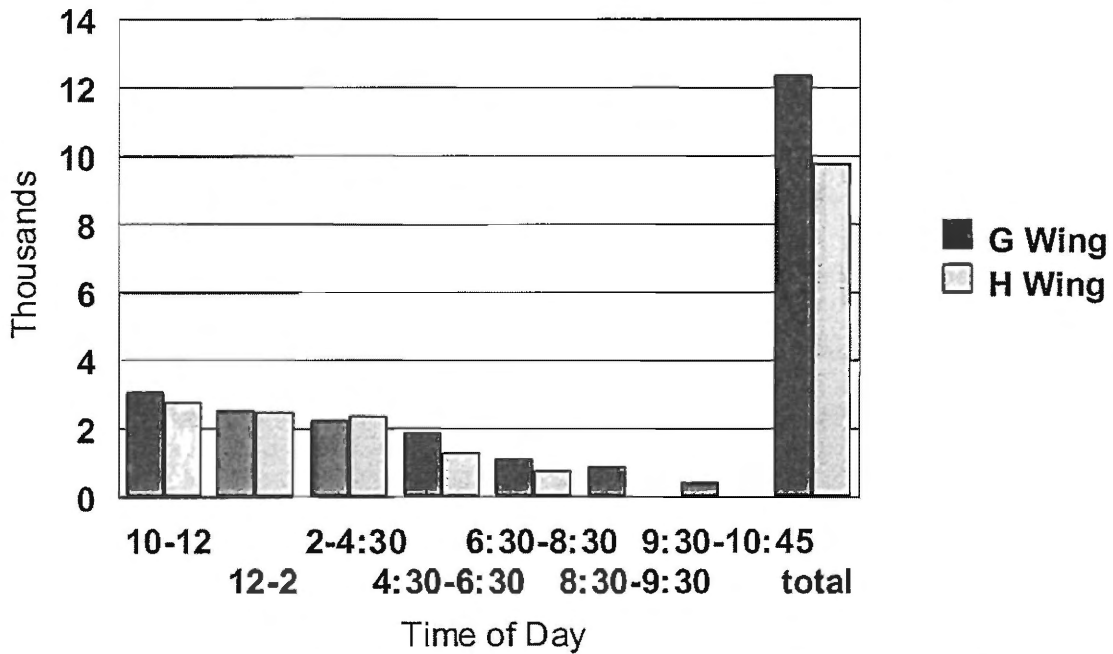
Reference services can also be assessed by the time of day interactions took place:

	G Wing	H Wing
10-12	3098	2820
12-2	2550	2477
2-4:30	2275	2390
4:30-6:30	1918	1311
6:30-8:30	1160	795
8:30-9:30	916	n/a
9:30-10:45	448	n/a
Total	12365	9793

Graphically, this can be seen as:

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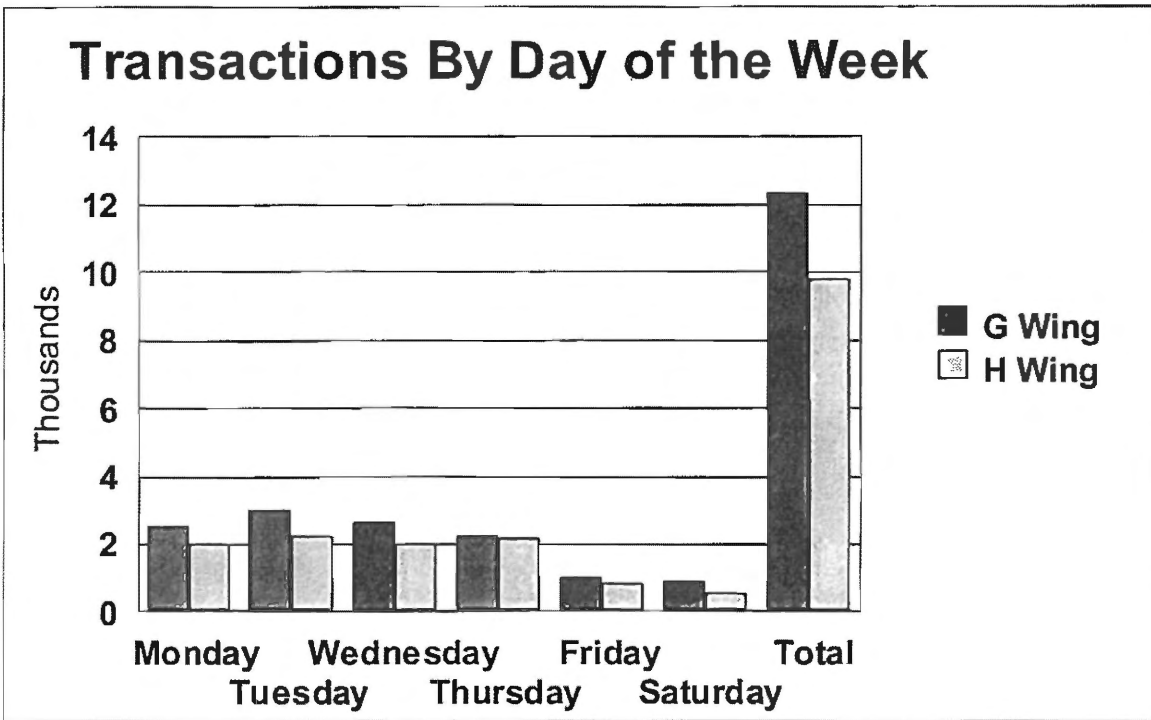
## Reference Questions by Time of Day



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	2541	1995
Tuesday	3012	2217
Wednesday	2663	2020
Thursday	2258	2165
Friday	998	848
Saturday	893	548
Total	12365	9793



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

## 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). The amount of borrowing has been supplemented by the availability of full text sources online.

During the academic year 2005 – 2006, only 43 requests were filled by York for items requested by other libraries. Of these, one was a current periodical article, 27 microfilmed copies, and only 15 books. On the other hand, York requested 1034 items through interlibrary loans. For students, 313 journal articles were requested; and 117 books. For faculty and staff of the College, 364 journal articles were requested; 240 books were also requested.

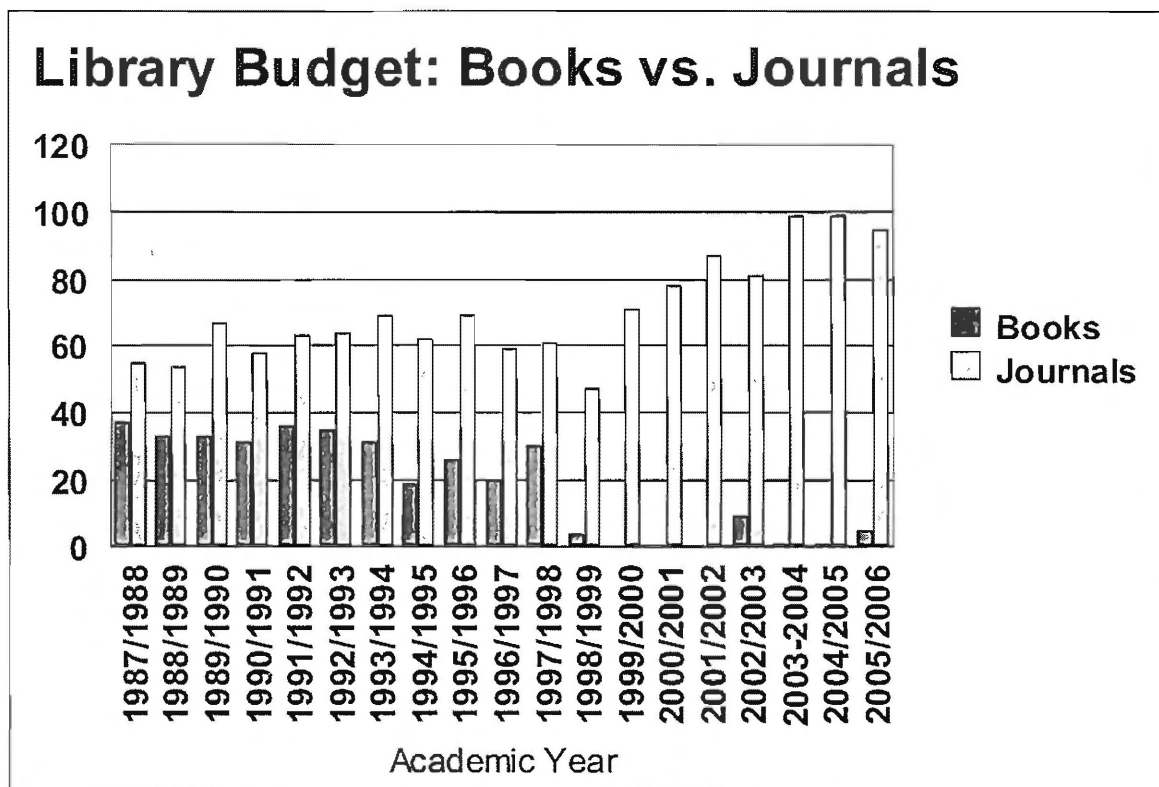
The activity of the interlibrary loan section is likely to increase in the next academic year, as CUNY institutes patron initiated interlibrary loan throughout CUNY for CUNY Libraries. The delivery will also be speeded: currently, within CUNY an item can take over a week to get to the patron; with the new system, items should be available within two to three days.

## Videos and Compact Discs

The Library's collection of contemporary videos (acquired by donation) has increased substantially. This increase for the academic year 2005 – 2006 was 49. These videos circulate to students, faculty and staff of the College.

## Library Budget

Primarily, the Library's budget has been devoted to subscriptions, microforms, and web sources that 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 approximately five percent of the state appropriated budget to purchase books. The breakdown by percent can be easily seen on the following graph:



This information can be seen on the following chart, detailing the percentage of the



Library budget devoted to books and journals::

	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
2004/2005	1	99
2005/2006	5	95

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. In the next academic year, the Library will receive funds associated with the Gates High School which will be associated with York. These funds will, however, be somewhat restricted.

## Next Academic Year

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

### 1. Information Literacy:

The Library will continue to offer Information Literacy sessions for any class of the College. With the expansion of the Information Literacy Lab, groups of more than 18 will be accommodated, as the expanded Lab will have approximately 40 student computer stations.

Sessions will also continue to be offered to faculty and staff, as well as special groups such as the 504/ADA students

### 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 supplement the acquisitions, the Library has cancelled subscriptions to various journals that are available full text online in order to use the money to acquire other materials.

### 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 several construction projects: a wall to separate the ID card picture taking area, the expansion of the library's Information Literacy Lab, the construction of a ready reference section of the Library, and the construction of a permanent home for the South East Queens Music Archives.

In addition, the Library looks forward to the replacement of damaged ceiling tiles and better lighting within the Library. These would certainly impact on the retention of students for the College.