

ACADEMIC AFFAIRS LIBRARY
UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL
ACQUISITIONS DEPARTMENT
ANNUAL REPORT
2003-2004

PREPARED BY JANET L. FLOWERS
HEAD OF ACQUISITIONS

JULY 2004

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I. INTRODUCTION

The Acquisitions Department was very productive and achieved a number of notable accomplishments, highlights of which are listed below. Please also review the appendices that give greater details.

Under the competent leadership of Elizabeth Meehan-Black as Coordinator, identified, selected, searched and ordered 7,300 titles for the opening day collection of the Stone Cultural Center within a six week period; will begin receiving the material in July after technical issues with the cataloging are resolved

- Selectors profiled the selection criteria
- Selectors reviewed ca. 12,000 titles to select ca. 7,000 titles to be ordered
- Eleven members of the Monographic staff searched all titles selected in DRA and provided call numbers for the vendor
- Heads of Cataloging and Systems described and tested technical specs for the cataloging records
- Head of Preservation Services prepared technical specs for the shelf-ready processing
- Head of Circulation assisted with temporary shelving
- Receiving Section, with help of Searching Section, will receive the material

Under the capable leadership of Julie (Roach) Green, identified ca. 20,000 retrospective firm order records that required searching to determine whether the material had been cataloged or needed closing for some other reasons to prepare for migration to the new integrated library system

- Julie performed more frequent anomaly detection
- Also used earlier identification and resolution of problem records and fields
- Searched and updated ca. 15, 000 records, making them eligible for purging from INNOPAC

Under the competent leadership of Cyndie Cowan, almost completed the transfer project from Swets Blackwell to EBSCO and Harrassowitz to improve service for our users

- Updated ca. 3,000 order and check-in records to reflect the new vendor as well as new title numbers
- Investigated discrepancies between the various lists and sought to determine true status of title (e.g., ceased, delayed publication, available from another vendor)

Under the diligent leadership of Janet L. Flowers, and with the help of several staff members, agreed with HSL, Law and AAL representatives on Millennium codes and their uses in preparation for migrating to a shared environment

Under the skillful leadership of Selden Durgom Lamoureux, negotiated and resolved a number of very expensive and high profile licenses, including Elsevier, Blackwell, Wiley, Black Drama and EVANS

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Through careful and thorough work of Dean Clason, added access to **16,561** e-journals and **116** e-indexes and databases

Under the direction of Larry P. Alford and Janet L. Flowers, reorganized the monographic sections of the Department after the departure of the Order Librarian

Received permission to create two new paraprofessional positions

Head of Receiving and Invoice Management (Library Technical Assistant II)

Serials Receipts Assistant (Library Assistant)

Moved responsibility for order management (i.e., the Firm Order Specialist position) from the former Order Section to the newly named Searching and Order Management Section; renamed the Order Section to Receiving and Invoice Management

Assigned professional duties from this position to the Head of Searching and Order Management Section

Under the direction of Larry P. Alford and Janet L. Flowers, reorganized the Serials Section

Created a separate E-Resources Section so that more timely attention could be given to licensing and access issues

Moved the reporting relationship for the supervisor of the Print Serials Section to the Head of the Department to gain more efficiency in supervision

Through the initiative of Janet L. Flowers, along with Margaretta Yarborough and Will Owen, conceptualized and successfully approached the Library Administration to create a temporary position to help Technical Services re-envision our workflows in an integrated environment

II. ACCOMPLISHMENTS

PRODUCTION

Met our yearly encumbrance and expenditure deadlines through the hard work and dedication of the 24 full-time staff, two Carolina Academic Library Associates, one Temporary Research Assistant, and 2.5 FTE student assistants

Received and processed invoices for ca. **\$8.4 million** for purchases from all sources of funding and all methods of acquisition

Received and processed **159,234 pieces of printed material (a 13% increase over the previous year)** from all methods of print acquisition: firm orders, approvals, blanket orders, standing orders, gifts, paid subscriptions, and gifts and exchanges

Maintained access to 48,779 e-journals (with some overlap due to multiple sources) on the E-Journals Web Page and 578 e-resources on the EID Web Page

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NEW VENDOR RELATIONSHIPS

Established electronic invoice interface for firm orders with Touzot

Began receiving material through a blanket order established with LC Office in Cairo to obtain material from Egypt, Lebanon, and the West Bank

Established LC CAPSEA (Jakarta) blanket order and began receiving materials

Transferred subscriptions from other vendors to the Library of Congress New Delhi and Pakistan offices to reduce costs

Shifted maintenance of major electronic packages from direct with the publisher to EBSCO and Harrassowitz to create efficiencies, save staff time, and take advantage of subscription agents' payment options

PERSONNEL MANAGEMENT

Experienced turnover in five of twenty SPA positions (25%); covered for vacant positions, recruited and trained four new SPA staff members; three positions, including one of the newly created ones, were vacant at year's end

Successfully incorporated the use of two Carolina Academic Library Associates into the department's work, while providing enrichment opportunities for their pre-professional development in monographic and serials acquisitions work

Collaborated within the Department to meet highest departmental priorities through the loan or ongoing use of staff from other sections as workloads permitted

Re-wrote job descriptions for all 12 library assistant positions within the Department so that they are up-to-date and in the current format required by Human Resources

Submitted two position descriptions to Position Management in Human Resources for review and possible upgrades; upgrades were denied

Did not pursue due to press of other business and the implementation of the library-wide in-range salary program

Analyzed and prepared new task descriptions for two IT positions within the Department, anticipating new classifications in July as part of the University's movement to career banding, which is being phased in for all non-exempt state employees

Generated an extensive spreadsheet with the 38 major tasks to be accomplished as part of the acquisitions migration to Millennium Silver; met with Acquisitions staff several times to review the tasks and to keep them apprised of what needs to be done

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PROCESSING MANAGEMENT

Worked closely with Library Accounting Department to streamline cumbersome procedures for receipt and payment of blanket orders from the Library of Congress

Streamlined collection of internal monographic workload statistics by switching from monthly to quarterly reports and by deleting some of the more detailed figures previously kept

Reviewed and made recommendations for modifications in space use within department, including cubicle rearrangements in the Print Serials Section to accommodate new position and more closely correlate cubicle size with workers' needs

Continued to work with the Preservation Librarian and the Purchasing and Facilities Manager on the problems and issues associated with the book plate production process (both for firm orders and gifts-in-kind); identified and hope to soon acquire blank shelf-adhesive plates

Added ca. 650 current gift titles from the editor of the *American Political Science Review*, blocked the sending of approval titles as appropriate; thereby, saving ca. \$27,000 in expenditures

III. NEW INITIATIVES FOR 2004-2005

SERVICE ENHANCEMENTS

Migrate to Millennium Silver; will provide users with on order / in process information in the OPAC and automatic holdings based upon check-in, among other service improvements

Develop policies and procedures and incorporate e-selection, ordering and maintenance of individual e-books into the Department's workflows, keeping in mind the hybrid nature of the resources (somewhat like a monograph and somewhat like a serial)

Adopt and implement efficient workflows to handle very high volume of Stone Center Opening Day books anticipated in July –August with deadline of having on shelves by early September

Evaluate entire Stone Center Collection project from selection to receipt to shelf-ready and cataloging copy in view of other possible opportunities or need to take advantage of the vendor's services

Provide more coherent and organized communication to selectors regarding acquisitions policies, procedures, deadlines, and staffing situations

- FAQ for Standing Orders
- FAQ for Approval Plans
- FAQ for Print Subscriptions
- FAQ for Electronic Subscriptions

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MORE EFFECTIVE USE OF TECHNOLOGY

Learn to use appropriate modules of Millennium Silver effectively and efficiently to perform fundamental functions

Migrate from use of BISAC format to EDIFACT for electronic ordering and invoicing and data transmission

Develop a method for producing bookplates that uses a laser printer and self-adhesive book plates

Explore the possibility of establishing a vendor-assisted online selection and ordering process with other vendors

Institute a voluntary serials review of large online publisher package print subscriptions to streamline subscription lists in anticipation of changes in business models and new round of contract negotiations [Blackwell, Kluwer, Springer, OUP, CUP, Taylor & Francis, Erlbaum, Dekker, possibly others]

Work with Collection Development to assist them with the acquisitions-related content for their Selector's Tool Kit

MANAGEMENT ISSUES

Collaborate with new University Librarian

By providing management data and analysis regarding all aspects of acquisitions as requested and by sharing insights and suggestions regarding various matters relating to overall library needs and directions

With assistance of new ILS Workflow Librarian, review all processes for all methods of acquisitions in light of the new integrated library system and develop new workflows as appropriate to take advantage of the new capabilities and the new opportunities afforded by the integrated environment

Integrate the use of the new Electronic Resources Module in Millennium Silver into workflows to provide more efficient work processes, easier access to data for staff, and better service to our users

Review workloads throughout department and seek ways to balance them more evenly within and across sections; Identify special staffing needs related to the migration and request additional resources from the administration as needed

Implement the recommendations of the Space Planning Task Group

Collaborate with Head of Serials Cataloging on creating a cross-departmental experience in serials/electronic resources for entering CALA students

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DOCUMENTATION OF POLICIES AND PROCEDURES

Develop and maintain logical, well-designed hyper-linked documents, using HTML, for all three sections with links to other sections when appropriate

IV. CONCERNS

While the Department has proven itself once again to be a vital part of this organization by meeting its service obligations, there are areas of concern that need to be addressed. In the coming fiscal year, the staff will be hard pressed to meet the usual production goals while absorbing the many new and perhaps quite different ways of doing the tasks to meet those goals. Therefore, I am, of course, concerned about how we will handle the increased expectations while maintaining the health and well-being of the staff. Because this department must meet deadlines involving the expenditure of funds, we cannot backlog work. I trust that Library Administration appreciates that we may need additional staffing resources and/or overtime to meet the unusual demands we face. When the need becomes apparent, I will be requesting such help.

My second concern, which I hope will be alleviated soon by the State legislature, the in-range salary program, and whatever the new University Librarian is able to negotiate, is that of salary increases, especially for the paraprofessional staff but also the librarians. The salaries are seriously below the value that these dedicated and hard-working individuals bring to this institution. I sincerely hope that there will be a redress of the serious inequities that have developed over many years.

My third concern, related to the loss of many positions over the past 10 years, is that this department is quite vulnerable when we look at the backup structure. There are many positions within the department without backup coverage. Examples include the gifts operation, the supervision of the Print Serials Section, the Electronic Resources Librarian, and standing orders. These are all critical positions to this department and we would be in serious shape were extended coverage needed for any of these areas (and others not noted). The only resolution that I can see for this is the addition of more staff to the department and a subsequent reorganization to make the duties more rational, the workloads more equitable, and the backup possible.

V. THE COMING YEAR

The staff was very excited and pleased to learn about the choice of Millennium as the new Integrated Library System. The reasons for this excitement include the possibilities that an integrated system affords to eliminate duplicate work and to provide shared access to data. We were also very pleased because INNOPAC has been a very reliable, robust, intuitive and easy-to-use system that has met our needs extremely well in the past 13 years. Even though we will benefit from previous knowledge of the underlying structure of the system, we will be learning the new Java web-based interface as well as dealing with the environmental changes. We will be sharing a database with Academic Affairs' Cataloging and Circulation Departments as well as the Health Sciences and Law Libraries and our data will be readily available to the public through the OPAC. We are very enthusiastic about the challenges

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and changes that lie ahead and look forward to improving upon our operations and services through effective use of the new functionalities.

This department has shown remarkable resilience and creativity in meeting a variety of threats to its mission (e.g., excessive turn-over with delays in hiring). The department has always met its primary goals, while participating in a wide range of activities on behalf of the Library and the University and refining and improving upon its internal operations. Please see Appendix A to review the many and significant activities undertaken by staff in addition to their regular duties. Given that track record, I am very optimistic that the staff will once again find a way to be very successful. Nonetheless, I want to emphasize again that they should be adequately rewarded for their exceptional results, effort and dedication.

We look forward to working with Sarah Michalak, the new University Librarian, in meeting the mission of this excellent research library.

VI. THANKS

This Department, like all others in the Academic Affairs Library System, works very closely with many staff in other departments to achieve our goals. I would like to acknowledge the excellent work of the Acquisitions staff as well as that of our colleagues in our successes for the year.

I also would like to thank the following staff members for their contributions of ideas, information, and editorial work on this report: Elizabeth Meehan-Black, Christy E. Allen, Cyndie Cowan, Selden Durgom Lamoureux, and John Rutledge. I would also like to thank Jeannette Leboeuf-Kassam, Cyndie Cowan, and Dean Clason for preparing the annual statistical reports.

In addition, I would like to add a personal note of appreciation to Dr. Joe A. Hewitt, University Librarian, who retired on June 30th, 2004. Dr. Hewitt, who was former Associate University Librarian for Technical Services, always understood and supported us during the many challenges faced by this department. I also want to thank Larry P. Alford, Interim University Librarian and Deputy University Librarian, for the strong support, sincere appreciation, and sage advice that he has always given to our department, particularly in terms of resources to meet high workload demands.

APPENDIX A: ACQUISITIONS STAFF ACTIVITIES 2003-2004

PUBLICATIONS

Flowers, Janet L. "Negotiations with library materials vendors: preparation and tips" *The Bottom Line: Managing Library Finances* 16:3 (September 2003), 100-105.

PRESENTATIONS

Flowers, Janet L. Keynote Speaker on "Book Selection and Acquisition Processes / B & T Vendor Summit / Charlotte, NC / March 8, 2004.

Flowers, Janet L. Co-panelist on two sessions about "Use of Approval Services" / B & T Vendor Summit / Charlotte, NC / March 8, 2004.

Flowers, Janet L. Moderator and Panelist on E-resources Panel / NC Serials Conference / Friday Center / April 16, 2004

Lamoureux, Selden Durgom. Co-panelist on "Negotiating with Library Vendors: Negotiating for Electronic Resources" / North Carolina Chapter of the Special Libraries Association / NC Zoological Park / October 2, 2003

Lamoureux, Selden Durgom. Co-panelist on "The Art and Science of Negotiating with Library Vendors: a Real World Perspective," / Carolina Academic Library Associates (CALA) Professional Development Program / UNC-Chapel Hill / February 13, 2004

AWARDS

The Literati Club 2004 "Highly Commended Award" for article on operational efficiencies in acquisitions—Janet L. Flowers

COMMITTEES / TASK FORCES / WORKING GROUPS

Division

Technical Services Automation Task Group – Elizabeth C. Meehan-Black, Julie (Roach) Green

Library

Academic Affairs Library / UNC Press Working Group--Janet L. Flowers, Selden Durgom Lamoureux, Nick Vincelli, Elizabeth C. Meehan-Black

Academic Affairs Library / Associate Librarians Ranking Committee—Elizabeth C. Meehan-Black

Codes Reconciliation Task Group—Dean Clason, Cyndie Cowan, Julie Green

Committee on E-Journal Access Systems (CEJAS) – Dean Clason, Selden Durgom Lamoureux

APPENDIX A: ACQUISITIONS STAFF ACTIVITIES 2003-2004

Distant Education Resource Selection Committee – Selden Durgom Lamoureux

Electronic Access Coordinating Committee (EACC) – Selden Durgom Lamoureux

Electronic Resources Cataloging Working Group -- Dean Clason, Selden Durgom Lamoureux

Electronic Resources Selection Committee (ERSC) – Selden Durgom Lamoureux

ILS Transition Acquisitions Serials and Financial Control Working Group –Janet L. Flowers
Coordinating Committee— Cyndie Cowan, Dean Clason, Janet L. Flowers, Julie Green,
Kathy Jacobs

INNOPAC Coordinating Committee—Dean Clason, Cyndie Cowan, Janet L. Flowers, Julie
(Roach) Green, Kathy Jacobs

Publicity Committee – Dara Elmore

Salary Committee – Selden Durgom Lamoureux

Search Committee for Serials Access Librarian – Selden Durgom Lamoureux

Search Committee for ILS Work Flow Librarian – Janet L. Flowers

Search Committee for ILS Systems Librarian – Janet L. Flowers

TRLN Electronic Resources Committee (ERC) -- Selden Durgom Lamoureux

TRLN Science Technology Medicine Committee (STM) -- Selden Durgom Lamoureux

Vendor Record Task Group -- Julie (Roach) Green

COMMITTEES / TASK FORCES / WORKING GROUPS (continued)

University

Member / Employee Forum – Cyndie Cowan

Member / Search Committee for University Ombudspersons—Cyndie Cowan

Member / Performance Management Review Board -- Vivian C. Williamson

Member / Working Group on Scholarly Communication -- Janet L. Flowers

Professional

Planning Committee / North Carolina Serials Conference – Selden Durgom Lamoureux

APPENDIX A: ACQUISITIONS STAFF ACTIVITIES 2003-2004

Committee on Research and Statistics / ALA ALCTS Acquisitions Section – Selden Durgom Lamoureux

State Board/ Learning Disabilities Association – Elizabeth C. Meehan-Black

Conference Committee/ Librarians Association at UNC-Chapel Hill –Elizabeth C. Meehan-Black

Co-Chair Award’s Committee / Literacy Roundtable / North Carolina Library Association / Elizabeth C. Meehan-Black

OFFICES HELD

Library

Co-Chair / ILS Transition Acquisitions / Serials / Financial Working Group –Janet L. Flowers

Chair / INNOPAC Coordinating Committee -- Janet L. Flowers

Chair / TRLN Electronic Resources Committee (ERC) -- Selden Durgom Lamoureux

University

Secretary/Personnel Issues Committee/Employee Forum – Cyndie Cowan

Professional

Co-Chair / Planning Committee / North Carolina Serials Conference – Selden Durgom Lamoureux

Past President / School of Information and Library Science Alumni Board / University of North Carolina at Chapel Hill / – Selden Lamoureux

Vice-Chair/ Chair Elect /Literacy Roundtable/North Carolina Library Association – Elizabeth C. Meehan-Black

CLASSES TAUGHT

“Overview of Acquisitions” – INLS 153 Resource Selection and Evaluation / School of Information and Library Science /University of North Carolina at Chapel Hill / Spring 2004 / Guest Lecturer – Janet L. Flowers

“Workflow Changes and Organizational Issues”--INLS 226 Managing Serials in an Electronic Age / School of Information and Library Science / University of North Carolina at Chapel Hill / Spring 2004 / Guest Lecturer—Janet L. Flowers

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“Negotiating”—INLS 211 Information Retrieval Search Strategies / School of Information and Library Science / University of North Carolina at Chapel Hill / Spring 2004 / Guest Lecturer—Selden Durgom Lamoureux

COURSES TAUGHT

INLS 226 Managing Serials in an Electronic Age / School of Information and Library Science / University of North Carolina at Chapel Hill / Spring 2004/ Instructor – Selden Durgom Lamoureux

FIELD EXPERIENCE / INDEPENDENT STUDY SUPERVISION

Field Experience: Workflows in Monographic Acquisitions / Fall 2003—Janet L. Flowers

Field Experience: Usage Statistics / Fall 2003 – Selden Durgom Lamoureux

Independent Study: Consortium Cooperative Collection of Online Databases / Fall 2003 – Selden Durgom Lamoureux

MENTORING OF SILS STUDENTS

Assisted SILS student in preparation of Master’s Paper—Janet L. Flowers and Selden Durgom Lamoureux

Mentored 4-5 SILS students in dynamics of acquisitions work—Janet L. Flowers

Mentored a CALA Student in Monographic Acquisitions Management—Elizabeth C. Meehan-Black

Mentored a CALA Student in Electronic Serials Acquisitions Management—Selden Durgom Lamoureux

APPENDIX B: STAFF TURN-OVER IN ACQUISITIONS 2003-2004

Person	Job Title	Position Number	Replacement	Position Vacated	Date Filled
Pat Anderson	Firm Order Specialist	16847	Kathy Jacobs	4/25/03	12/01/03
Jamie Bevill	Bibliographic Searcher	16862	Laura Merte	6/20/03	11/10/03
Kathy Jacobs	Bibliographic Searcher	16836	Cameron Mitchell	11/31/03	2/22/04
Allison Marchant	Gifts and Exchange Specialist	16965		4/30/04	Not yet filled as of 6/30/04
Sandeep Sarangi	Catalog Maintenance and Order Specialist	16965		5/10/04	Not yet filled as of 6/30/04
Nick Vincelli	Order Librarian	39030	Not applicable	9/19/04	Position split into two paraprofessional ones plus professional duties reassigned
New position	Head of Receiving and Invoice Management Section	55649	Christy Allen	9/19/04	4/26/04
New Position	Serials Receipts Assistant	55689		9/19/04	Not yet filled as of 6/30/04

APPENDIX C: MONOGRAPHIC ACQUISITIONS STATISTICS – SEARCHING AND ORDER MANAGEMENT

	94/95	95/96	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04
Purchase Requests										
Regular Requests Searched	31,541	35,772	32,752	21,696	23,685	24,865	23,558	18,870	19,329	13,502
Rush Requests Searched	1,659	1,426	1,564	1,537	1,162	1,516	2,113	1,455	1,935	1,826
Total Purchase Requests Searched	33,895	34,177	34,316	23,233	25,119	25,801	25,671	20,325	21,264	15,328
Duplicates	7,104	8,110	6,558	3,961	4,108	3,329	2,634	1,367	1,587	1,140
% of Orders Searched	22.8%	24.9%	19.1%	17.0%	16.4%	12.9%	10.2%	6.7%	8.0%	7.0%
Approval Plan Vols. Added										
Art - U.S.	51	11	11							
Art - British	6	45	14							
British Belles Lettres	204	215	164	201	292	125	174	185	137	152
BAP Humanities									468	1,125
BAP Social Sciences									270	564
Children's Books	117	56	86	117	104	103	78	223	146	164
German Belles Lettres									127	85
Lib. Sci. Dissertations										
NYT/TLS Authors									1,661	1,313
NY Times Book Review	461	*	*	*	*	*	*	*	*	*
Scholarly & Professional	247	+	+	+	+	+	+	+	*	*
University Presses	8,351	7,438	8,222	7,848	8,906	8,478	8,836	8,666	8,718	7,906
LEAP Western European	n/a	583	628	664	824	876	3,347	1,040	946	760
LEAP Social Sciences	n/a	3,646	6,285	5,580	7,001	6,897	7,629	7,808	7,276	6,379
LEAP Humanities	n/a	5,344	5,847	5,829	6,079	6,771	7,171	7,677	6,373	6,302
MSAP				354	532	119	117	272	181	
MBOP		108	132	129	136	140	83	132	165	129
Planning									19	9
SSAP	1,485									
GAP		2,047	723							
Total Approval Plan Vols. Added	10,922	19,493	22,112	20,722	23,874	23,509	27,435	26,003	26,487	24,888

* collapsed into LEAP

+ collapsed into GAP

APPENDIX D: MONOGRAPHIC ACQUISITIONS STATISTICS – RECEIVING AND INVOICE MANAGEMENT

	94/95	95/96	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04
Firm Orders Placed*										
Regular	28,821	32,016	32,777	23,248	26,015	24,527	30,515	29,979	26,152	17,280
Rush	2,581	2,557	3,623	2,836	2,131	2,198	2,398	1,960	2,412	2,490
Total Orders Placed	31,402	34,573	36,400	26,084	28,146	26,275	32,913	31,939	28,564	19,770

FO Material Received										
Books	36,203	35,270	45,308	29,902	30,920	24,899	34,325	32,441	26,124	20,336
Non-Books	18,021	29,579	34,645	20,824	32,602	28,362	18,060	9,995	7,000	35,614
Total Material Received	54,224	64,849	79,953	50,726	63,522	53,261	52,385	42,436	33,124	55,950

Blanket Order Receipts	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1,681	2,643	2,178
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Special Handling										
Claims	6,558	4,525	5,545	6,627	4,656	4,947	n/a	n/a	n/a	n/a
Reports	6,219	3,891	3,952	1,518	1,499	1,949	n/a	n/a	n/a	n/a
Cancellations	4,460	2,650	4,979	2,649	2,349	2,467	n/a	n/a	n/a	n/a
Returns	166	80	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Total Special Handling	17,403	11,146	14,476	10,794	8,504	9,363	n/a	n/a	n/a	n/a

Order Closure	43,557	63,642	70,971	55,618	44,871	42,983	57,962	56,326	48,057	51,959
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* Searching and Order Management from October 2003.

GIFTS UNIT

Gifts										
Volumes Received	n/a	18,568	16,529	12,336	13,218	11,189	12,937	8,967	15,309	17,290
Volumes Processed	n/a	11,881	7,761	8,591	6,977	5,814	8,208	8,620	10,578	11,128
Volumes Added	n/a	5,240	5,145	4,886	4,183	3,491	5,312	5,352	7,394	8,998

APPENDIX E: SERIALS ACQUISITIONS STATISTICS – SUMMARIES

	94/95	95/96	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04
Orders Placed										
Subscriptions	260	343	157	149	583	548	454	211	317	265
Standing Orders (including sets)	98	129	101	77	67	88	151	90	57	25
Total	358	472	258	226	650	636	605	301	374	290
Transfer Orders	52	1,951	4,620	247	78	23	66	113	602	1,728
Back File Orders			59	127	117	92	111	46	104	39
Total Orders Processed	410	2,423	4,937	600	845	751	782	460	1,080	2,057
Material Received										
New Titles Received										
Periodicals	203	253	277	173	465	558	388	199	306	278
Standing Orders (including sets)	153	98	110	91	66	104	165	74	53	34
Total New Titles	356	351	387	264	531	662	553	273	359	312
Pieces Received	72,221	67,703	66,630	67,214	66,913	64,036	64,789	64,709	60,686	58,928
Class Septs	2,688	2,364	2,199	1,993	2,425	2,168	2,436	2,173	2,208	2,365
Analytics	695	625	752	696	64	652	840	637	690	637
Back File Issues Received				1,102	595	528	817	347	1,479	329
Cancelations										
Periodicals Ceased	101	122	77	119	54	118	147	112	81	53
Standing Orders (incl. sets) Ceased	131	128	48	55	35	96	97	116	85	107
Total Ceased	232	250	125	174	89	214	244	228	166	160
Periodicals Canceled	121	254	332	133	101	258	180	96	198	195
Standing Orders (incl. sets) Canceled	64	182	76	33	49	24	50	17	125	42
Total Canceled	185	436	408	166	150	282	230	113	323	237
Total Titles No Longer Received	417	686	533	340	239	496	474	341	489	397
Net Change	(61)	(335)	(146)	(76)	292	166	79	(68)	(130)	(85)

APPENDIX F: SERIALS ACQUISITIONS STATISTICS – CURRENT ACTIVE SERIALS (PRINT AND ELECTRONIC)

	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04
Subscriptions								
Print, Microform, CD	10,138	10,260	10,474	11,140	10,279	10,244	10,166	10,137
Electronic*					4,507	5,707	39,196	49,357
Standing Orders (Including Sets)								
Print, Microform, CD	5,124	5,236	5,248	5,471	5,245	5,382	5,080	4,896
Print Totals								
Total Paid	13,474	13,742	13,910	14,758	13,799	13,937	13,541	13,240
Total Gifts	1,079	1,038	1,111	1,140	1,078	1,041	1,056	1,154
Total Exchange	709	716	701	713	647	648	649	639
Grand Total	15,262	15,496	15,722	16,611	15,524	15,626	15,246	15,033

*2000/01 electronic stats begin with 08/05/00 because the current database was created on 08/04/00.
 From 2002/03, electronic stats include only titles available at the end of the fiscal year.