

2004

Monographic Acquisitions and Copy Cataloging (MACC) Annual Report 2003-2004

Karen M. Ramsay

University of Rhode Island, karenr@uri.edu

Follow this and additional works at: http://digitalcommons.uri.edu/lib_mac_rpts



Part of the [Library and Information Science Commons](#)

Recommended Citation

Ramsay, Karen M., "Monographic Acquisitions and Copy Cataloging (MACC) Annual Report 2003-2004" (2004). *Monographic Acquisitions and Copy Cataloging Reports and Documents*. Paper 4.

http://digitalcommons.uri.edu/lib_mac_rpts/4

This Article is brought to you for free and open access by DigitalCommons@URI. It has been accepted for inclusion in Monographic Acquisitions and Copy Cataloging Reports and Documents by an authorized administrator of DigitalCommons@URI. For more information, please contact digitalcommons@etal.uri.edu.

Monographic Acquisitions/Copy Cataloging Unit

Annual Report 2003-2004

Staffing

Staffing remained the same in the 2003-2004 fiscal year. Current staff positions remain at three full-time Library Technicians. Workflow throughout the year was adjusted depending upon time and funds. We concentrated on ordering and receiving books to expend as many of the funds as possible in the beginning of the year. The processing was less urgent at that time. We continued to process any title flagged as a priority and then switched to concentrate on processing in the middle of the year. Toward the year end, we again pushed to expend all funds. This flexibility is possible, since all Library Technicians have been crossed trained.

Hardware and Software

After the Innovative training workshops in May of 2003, we began to explore the Millennium Acquisitions module. We learned how to create order records and how to send orders electronically. We wrote up procedures and began to use Millennium. The slowness of the system combined with the older computers we were using (Windows 98) caused great difficulty and frustration. The system would freeze and we would lose information. We abandoned using Millennium reverting to text based system. We have been informed that all Windows 98 machines would be replaced with newer, faster ones. (Windows 98 is no longer being supported.) Although Millennium Silver was loaded

before the end of the year, we will wait for the replacement computers. At that time we will once again try to use the Millennium Acquisitions module for ordering.

We have been using the Millennium module for creating lists. It is easy to use and much more flexible than text based created lists. When using Millennium for the monthly order records lists, each record can be viewed with all attached records, whereas, in text based mode, only the order record can be viewed. This makes the checking of attached records much easier. We are also experimenting with doing more with lists. For collection development purposes, for example, a list of books can be compiled by fund code, sorted by title to include publication information. This list can then be mailed to departments to inform them of books added to the collection in their discipline.

We continue to explore how to use Millennium Acquisitions to post invoices and produce the adequate reports needed for all interested parties. It appears that we are still unable to produce all of the reports possible in text based mode. We remain optimistic that both updates and experience will enable us to make a complete switch in the near future.

Nothing new has been reported regarding the batch uploading of holdings to OCLC. Unless this is a possibility, we do not have the student or support staff to go between systems to update holdings. Since our procedures are to go to OCLC and do our work there, we will only be using Millennium to search, verify, and clean up the database—not for cataloging. Only two HELIN institutions are currently using Connexion and not exclusively. It is being used in conjunction with CatMe. Everyone else is still using Passport. Results of a poll of the other member institutions indicate that slowness of the Internet and lack of functionality are reasons for reluctance to make the

switch to Connexion. The client version has more functionality than the browser, but is still not as complete as Passport. We will continue to investigate its use, but will use Passport for our daily operations.

Monographs

Total monographic expenditures were up by 4.45% in 2003-2004. An 11.4% increase in the average cost per book was seen, from \$46.89 last year to \$52.24 this year. Total volumes added (including gifts) was 8555, down (1%) from 8643 in 2002-2003. There were 6090 purchased volumes, down (6.25%) from 6496 purchased last year. On the other hand, gifts were up 14.8%. The increase in gifts is similar to last year where we saw a 15% increase from 2001-2002. In terms of processing, just over 6100 were handled by the MACC Unit, forwarding just over 2100 to Cataloging.

The Strand approval plan continues to be a major source of our new monographs. Although there was an 11.5% decrease in the number of volumes received there was an increase of 1.1% in cost over last year's receipts. The average per book cost was up 14.3%, but the cost per book remains low at \$39.44. There were 2967 approval volumes added to the collection in 2003-2004. A breakdown of monographs added to the collection by category, cost and number is included in the appendix.

Inventory

The inventory project continues to move along slowly. When the project began we had four full time staff members. Unfortunately, having lost a position has put this project low on the priority list. The DT section of the stacks is being scanned.

According to our statistics 11,547 barcodes have been scanned, 915 HELIN corrections have been made, and 748 missing items have been found in the 2003-2004 year. Nearly 75,000 items have been scanned from the beginning of the project through DS61 Z58. In that same range 2628 volumes were missing of which 1843 volumes were found. There were over 5100 corrections made to HELIN as a result of the inventory to this point. Clearly, much work is needed to bring our OPAC to an acceptable level of accuracy. A GSLIS student did work on the inventory project for part of this summer. We are hoping to hire another student to continue with this work in the fall.

Submitted by

Karen Ramsay
August 20, 2004

APPENDIX

Monographic Acquisitions / Copy Cataloging

Monthly Statistics

2003-2004

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Acquisitions													
Requests Searched	405	438	600	575	473	347	231	440	957	187	4	345	5002
Duplicates Returned	59	85	156	146	110	53	31	72	190	14	0	55	971
Titles Ordered	237	237	330	317	278	202	136	293	644	159	4	210	3047
Volumes Added	536	927	1066	692	463	706	525	444	779	1103	849	465	8555
Firm Orders Added	175	165	383	272	175	316	174	221	433	414	130	22	2880
SO Vols Added	17	17	37	22	14	22	29	17	32	12	17	7	243
Gifts Added	0	410	340	78	79	153	130	21	144	460	214	436	2465
Approvals Added	344	335	306	320	195	215	192	185	170	217	488	0	2967
Mform Added	0	0	0	0	0	15	0	0	0	0	0	0	15
Media Added	36	17	8	28	14	29	10	10	8	2	5	40	207
Invoices Processed	46	40	56	60	57	53	55	42	58	51	24	14	556
Copy Cataloging													
LC Copy	585	508	571	608	672	374	330	342	407	633	683	415	6128
Sent to Cataloging	126	150	128	147	147	137	87	116	120	357	324	285	2124
Inventory													
Barcodes Scanned	772	297	0	0	0	0	2263	1678	1800	2499	1072	1166	11547
Helin Corrections	101	12	2	3	27	36	123	100	112	198	105	96	915
Items Found	5	1	245	152	98	117	39	28	19	22	13	9	748

HELIN- MACC Unit

Monthly Statistics

2003-2004

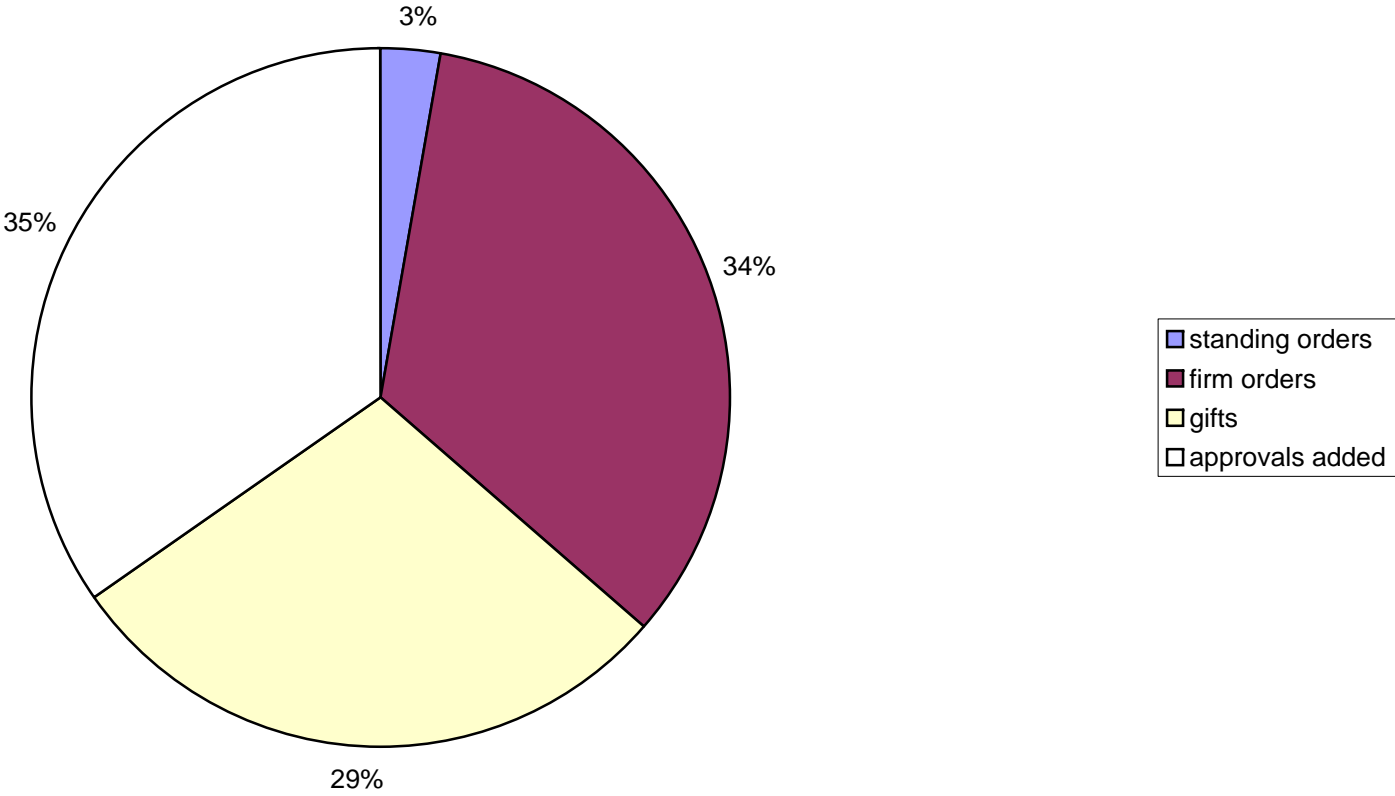
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Bibliographic Records													
New	30	3	5	5	1	0	1	4	15	1	2	4	71
Updates	400	336	701	426	339	224	176	429	761	320	384	234	4730
Deletions	62	4	22	8	9	36	34	24	33	25	5	1	263
Item Records													
New	120	48	49	31	30	14	44	101	50	85	25	24	621
Updates	198	251	175	343	453	84	270	276	269	365	210	281	3175
Deletions	6	12	6	2	5	0	0	3	11	7	4	5	61
Order Records													
New	574	569	629	629	457	416	315	475	802	373	489	394	6122
Updates	347	98	1173	1238	555	1717	961	648	2206	476	958	2174	12551
Deletions	169	0	981	1225	360	339	2233	582	1878	218	549	2005	10539

Monographic Acquisitions / Copy Cataloging

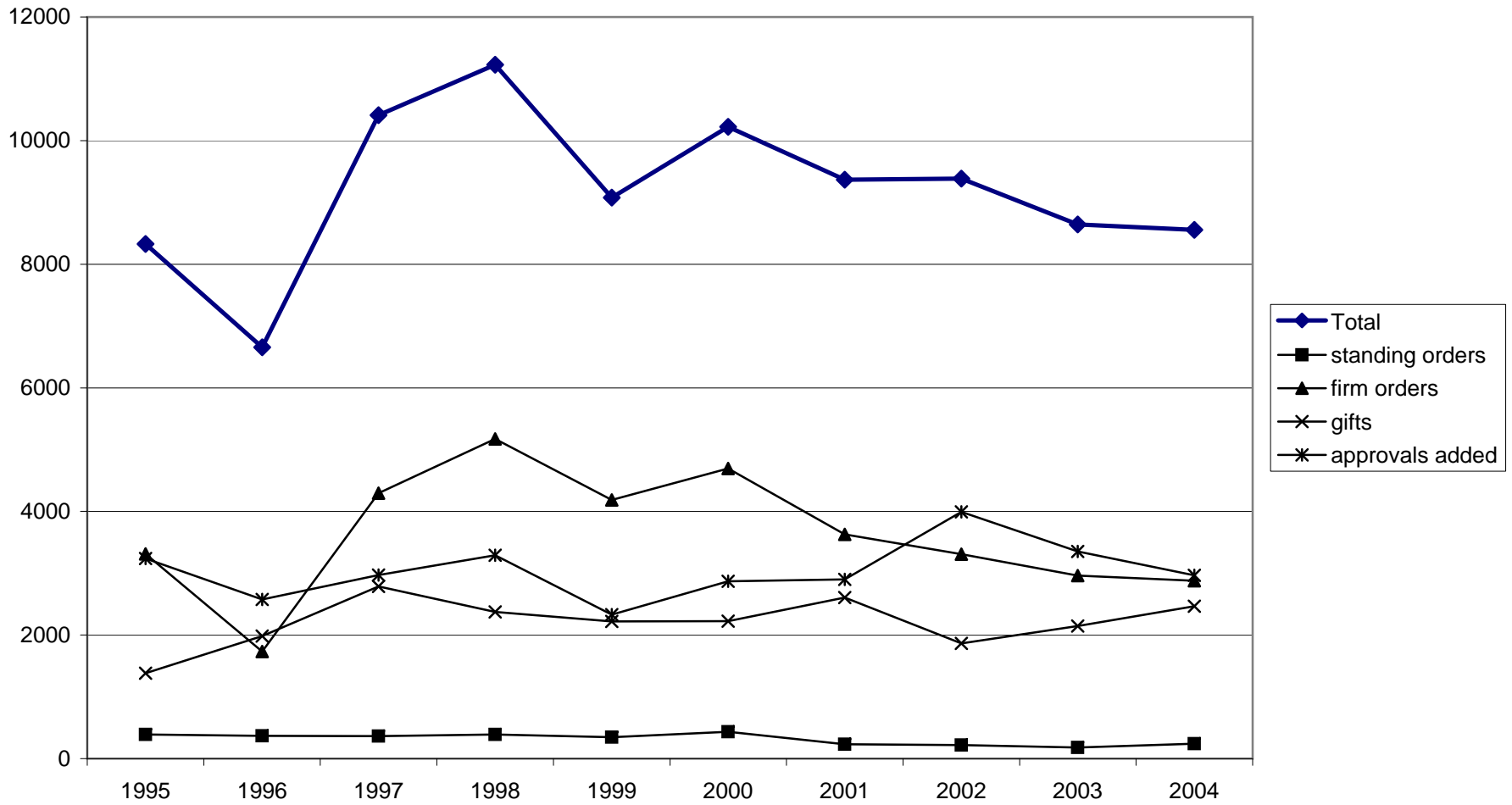
Selected Annual Statistics

	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004
Volumes										
Total	8327	6655	10412	11228	9079	10224	9369	9383	8643	8555
standing orders	392	369	363	391	345	436	232	219	181	243
firm orders	3312	1731	4294	5172	4186	4696	3629	3308	2961	2880
gifts	1384	1981	2785	2375	2220	2223	2607	1865	2147	2465
approvals added	3239	2574	2970	3290	2328	2869	2901	3991	3354	2967
percent change from previous year										
Total		-20%	56%	8%	-19%	13%	-8%	0%	-8%	-1%
standing orders		-6%	-2%	8%	-12%	26%	-47%	-6%	-17%	34%
firm orders		-48%	148%	20%	-19%	12%	-23%	-9%	-10%	-3%
gifts		43%	41%	-15%	-7%	0%	17%	-28%	15%	15%
approvals added		-21%	15%	11%	-29%	23%	1%	38%	-16%	-12%
Expenditures										
Total	\$ 386,952	\$ 231,318	\$ 380,212	\$ 363,781	\$ 370,233	\$ 341,171	\$ 403,560	\$ 344,389	\$ 304,599	\$ 318,163
standing orders	\$ 46,030	\$ 41,115	\$ 54,240	\$ 47,202	\$ 42,702	\$ 49,764	\$ 46,677	\$ 35,224	\$ 37,490	\$ 37,104
firm orders	\$ 235,781	\$ 119,261	\$ 249,693	\$ 244,071	\$ 256,808	\$ 144,176	\$ 184,976	\$ 149,368	\$ 151,349	\$ 164,019
approvals added	\$ 105,140	\$ 70,942	\$ 76,279	\$ 72,508	\$ 70,724	\$ 147,231	\$ 171,907	\$ 159,797	\$ 115,760	\$ 117,040
percent change from previous year										
Total		-40%	64%	-4%	2%	-8%	18%	-15%	-12%	4%
standing orders		-11%	32%	-13%	-10%	17%	-6%	-25%	6%	-1%
firm orders		-49%	109%	-2%	5%	-44%	28%	-19%	1%	8%
approvals added		-33%	8%	-5%	-2%	108%	17%	-7%	-28%	1%
Volume distribution										
standing orders	5%	6%	3%	3%	4%	4%	2%	2%	2%	3%
firm orders	40%	26%	41%	46%	46%	46%	39%	35%	34%	34%
gifts	17%	30%	27%	21%	24%	22%	28%	20%	25%	29%
approvals added	39%	39%	29%	29%	26%	28%	31%	43%	39%	35%
total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Average price of volumes										
Total	\$ 55.73	\$ 49.49	\$ 49.85	\$ 41.09	\$ 53.98	\$ 42.64	\$ 59.68	\$ 45.81	\$ 46.89	\$ 52.24
standing orders	\$ 117.42	\$ 111.42	\$ 149.42	\$ 120.72	\$ 123.77	\$ 114.14	\$ 201.19	\$ 160.84	\$ 207.13	\$ 152.69
firm orders	\$ 71.19	\$ 68.90	\$ 58.15	\$ 47.19	\$ 61.35	\$ 30.70	\$ 50.97	\$ 45.15	\$ 51.11	\$ 56.95
approvals added	\$ 75.97	\$ 35.81	\$ 27.39	\$ 30.53	\$ 31.86	\$ 66.23	\$ 65.94	\$ 85.68	\$ 53.92	\$ 47.48

MACC Unit
Distribution of volumes
2004



**MACC Unit
Volumes added to collection
1995 - 2004**



**MACC Unit
Expenditures
1995-2004**

