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Collection Development Update #38

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COLLECTION DEVELOPMENT UPDATE
#38
25 JULY 1994

Contents: Subject allocations for FY95.

As previously reported, the library materials budget for Kingston is

\$1,400,000 for serials, and

\$379,000 for books, media, etc. [subdivided as follows]
standing orders--\$40,000
approval plan---\$179,000
firm orders-----\$160,000

Subject selectors will not have to concern themselves with the selection of University Press publications [the revised approval plan will cover only University Press publications at a highly selective level--I will handle all of that activity on a "forms only" basis, and will assign individual subject codes at the time of arrival--subject selectors will be kept notified of the titles acquired in this way through the monthly account sheets, listing recent arrivals. In this way we will be able to get a steady stream [albeit seriously reduced from the levels of years past] of academic level monographs into the library's collections without the Acquisitions Unit having to place individual orders. It is our hope that this modification of the approval process will allow subject selectors to concentrate on their liaison activities, and make some attempts [as the Priority Committee has recommended] to get the departments more directly involved in collection development.

The allocations attached are for firm orders only. Approval plan expenditures will be funded directly, as are standing orders. As is now the practice, firm orders placed in the previous year which have yet to arrive, have been carried over. This carry over figure, if any, immediately follows the "/" [slash] after the allocation: e.g. AAF...\$1,000/20. In this example, \$20 has been carried over from FY94, which will allow for \$980 in additional firm orders in FY95.

These allocations reflect, as much as possible, the plans that subject selectors have submitted to me. My thanks to those who took the time to describe their plans for FY95.

You may be aware that the Acquisitions Unit has met with a serious reduction in staffing during the past couple of years. In order to insure proper handling of all orders, subject selectors are asked to submit all firm orders prior to Nov. 15, 1994. This will allow the depleted staff time to process your orders over the following months. All funds that have not been encumbered by that date will be redistributed. Thank you for your cooperation in this matter.