

University of Rhode Island

DigitalCommons@URI

Monographic Acquisitions and Copy Cataloging Reports and Documents

7-3-2003

Monographic Acquisitions and Copy Cataloging (MACC) Annual Report 2002-2003

Karen M. Ramsay

University of Rhode Island, karenr@uri.edu

Follow this and additional works at: https://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 2002-2003" (2003). *Monographic Acquisitions and Copy Cataloging Reports and Documents*. Paper 3.
https://digitalcommons.uri.edu/lib_mac_rpts/3

This Article is brought to you by the University of Rhode Island. 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-group@uri.edu. For permission to reuse copyrighted content, contact the author directly.

Monographic Acquisitions/Copy Cataloging Unit

Annual Report 2002-2003

Staffing

Staffing remained the same in the 2002-2003 fiscal year. Although we had a few extended leaves, our total numbers were constant. Current staff positions remain at three full-time Library Technicians. Although we were down by one position for the entire year, we managed to keep up with book orders, receipt and processing. We moved wherever the pressure was—if we needed to get the orders done, that is where the work was focused; if the invoices need to be paid so the fiscal year could be closed, then that is where the work was concentrated. The cross-training that began last year was tested, as all three staff members worked at the same time on copy cataloging when large shipments were received. The switch in tasks worked very smoothly.

Hardware and Software

Two computers were replaced this year. Due to slowness and general difficulties, one computer was updated to a newer machine. Since we had lost one staff member a year ago, that new machine was taken away to upgrade a machine in another unit. It was replaced with an older machine which was used this year by a student employee.

After many scheduling changes, Innovative conducted a week of training in May of 2003. Both the Millennium acquisitions and the cataloging modules were covered. Because the acquisitions module is quite involved, there were two whole days of training,

while the cataloging module was handled in one day. Since the training, both modules are being explored by staff. Usually a new task will be tried and worked with to get the sense of how Millennium is similar/different from the text based version. For example, how is an attached record transferred from one bibliographic record to another? To ease everyone into Millennium, mini demonstrations are being conducted to familiarize everyone with the processes. The functionality of Millennium is still not the same as the text based module. There continue to be many functions that can only be performed in the text based version. The Acquisitions module is especially poor since most financial functions still need to be completed in the text based version.

Last year it was reported that the batch uploading of holdings to OCLC was being investigated. Throughout the year this issue has been brought up in HELIN meetings. It seems that the billing will be very confusing, so little headway has been made in this area. Although we are willing to investigate other options, we will continue cataloging on OCLC and exporting records into HELIN. Since our procedures are to go to OCLC and do our work there, we will only be using Millennium to search and clean up the database—not for cataloging.

OCLC has also changed its interface. Passport is still available, but is no longer supported. The new interface is Connexion. Although Connexion is operational, functionality here, too, is lacking. Although various institutions are experimenting with it, no one is using it for cataloging. Major enhancements are supposed to be released this summer (2003) to increase functionality. By 2004 we will probably move to Connexion. We will continue to investigate its use, but will use Passport for our daily operations.

Monographs

Total monographic expenditures were up, but only by 0.03%. Prices as measured by the educational book and supplies component of the CPI were up 5.25%. This relative loss can be seen in the number of physical volumes. Total volumes added (including gifts) was 8643, down (8%) from 9383 in 2001-2002. Gifts were up 15% over last year. There were 6496 purchased volumes, down (13.6%) from 7518 purchased last year. Of the new acquisitions, we processed over 6,000 volumes using LC copy and forwarded just over 2,000 volumes to Cataloging for editing.

Our major source of new acquisitions remains our Strand shipments. We added 3354 approval volumes in the 2002-2003 year, down (16%) from 3991 volumes last year. (This is up 15.6% from the 2000-2001 fiscal year.) In January, since collection development activity was slow, we increased our monthly shipment totals from \$7,000 to \$13,000 beginning with the February shipment. They have remained at that level since. Statistics for volume count and acquisitions and copy cataloging activities have been attached.

Inventory

The inventory project has moved very slowly over the last year. It was our first year down by one staff member, who played a major role in copy cataloging as well as the inventory project. We had to give up working on the project to address our priorities of ordering and receiving new acquisitions. Currently, the DS section of the stacks is being scanned. According to our statistics 15,899 barcodes have been scanned, 968 HELIN corrections have been made, and 276 missing items have been found in the 2002-

2003 year. Over 54,700 items have been scanned from the beginning of the project through DC138 E3613. In that same range 1840 volumes were missing of which 1267 volumes were found. There were over 3600 corrections made to HELIN as a result of the inventory in this area. Clearly, much work is needed to bring our OPAC to an acceptable level of accuracy. A GSLIS student has been hired for the summer to help with the scanning. We also hope to have some assistance from Reserves to help with the problems on the inventory reports.

Submitted by

Karen Ramsay
July 3, 2003

HELIN- MACC Unit

Monthly Statistics

2002-2003

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Bibliographic Records													
New	5	4	5	7	6	20	3	9	8	7	8	4	86
Updates	438	402	263	298	186	447	476	338	278	437	265	300	4128
Deletions	29	16	55	39	27	38	50	37	12	57	9	13	382
Item Records													
New	8	14	17	21	32	18	29	20	40	140	44	49	432
Updates	36	153	51	162	140	627	107	25	128	320	398	96	2243
Deletions	0	1	0	4	3	4	0	1	8	10	3	6	40
Order Records													
New	401	354	490	437	315	571	613	612	536	557	524	597	6007
Updates	953	372	822	1165	865	435	1647	1661	548	775	451	676	10370
Deletions	801	193	679	875	792	346	960	1602	384	527	353	714	8226

Monographic Acquisitions / Copy Cataloging

Monthly Statistics

2002-2003

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Acquisitions													
Requests Searched	197	236	330	413	303	599	752	533	379	388	399	485	5014
Duplicates Returned	24	44	68	61	46	79	212	116	54	80	85	149	1018
Titles Ordered	75	104	192	236	155	414	421	315	221	211	191	243	2778
Volumes Added	1002	1033	686	493	508	381	721	869	740	775	735	700	8643
Firm Orders Added	267	124	102	191	164	170	470	321	328	232	336	256	2961
SO Vols Added	15	13	8	23	13	18	15	15	18	13	20	10	181
Gifts Added	387	632	272	78	165	19	41	223	74	169	25	62	2147
Approvals Added	333	264	304	201	166	174	195	310	320	361	354	372	3354
Mform Added	0	0	1	15	0	15	0	0	0	0	0	14	45
Media Added	4	10	11	38	8	29	66	33	32	33	3	16	283
Invoices Processed	45	39	36	75	40	53	69	58	50	54	45	35	599
Copy Cataloging													
LC Copy	503	484	448	585	270	358	361	532	403	702	814	582	6042
Sent to Cataloging	170	156	214	304	121	108	162	120	88	177	253	139	2012
Inventory													
Barcodes Scanned	558	262	2001	1984	3525	1112	2121	578	2022	0	571	1165	15899
Helin Corrections	43	34	76	91	125	147	134	0	83	134	60	41	968
Items Found	39	16	26	10	2	60	5	10	71	21	5	11	276