2005

Monographic Acquisitions and Copy Cataloging (MACC) Annual Report 2004-2005

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Monographic Acquisitions/Copy Cataloging Unit

Annual Report

2004-2005

Staffing

The Unit was down one person due to a medical leave beginning the new fiscal year leaving two full time Library Technicians. Cynthia Robinson was out of the Unit from July 14, 2004 through February 25, 2005. We sought a temporary replacement, which we received in September of 2004. Joshua Tisosky worked through February 2005 as we managed several extensions of his time with us, at which time Cynthia Robinson returned.

Hardware and Software

The MACC Unit received new computers this year. Although we have learned more about Millennium, we continue to use text based version to do much of our work because of the functionality capabilities. When trying to change funds, for example, there is no way to change all of one fund code to a new fund code. This capability does exist in the text based version and will come with the new release.

Millennium continued to be slow and freeze making it very frustrating to work with. We did make the move to use Millennium exclusively to create lists, since it is much easier to use and allows all attached records of each listing to be viewed and edited. It is also very useful when compiling lists of titles for collection development purposes.
The lists can be manipulated and then dumped into an excel spreadsheet and sent to departments or included in reports.

A decision was made that Pell would begin to use Millennium Acquisitions. In July 2004 we had Marie Boyce and Joyce Downey attend a training session in Kingston. We covered the basics in a hands-on session using documentation we had created for the Pell staff to bring back with them. Over the course of the year they have had a few questions, but all-in-all they are using this module successfully.

Although we entered the 2004-2005 year with hopes of batch uploading of holdings into OCLC that has not been realized. HELIN has hired a Knowledge Management Librarian as of July of 2005. Martha Sanders will be looking into the possibility batch uploading for the consortium.

We did successfully move from Passport to Connexion in June of 2005. Although there was much trepidation, the move was quick and smooth. We have found that there are many advantages to this new interface, such as authority checking and editing. We have also discovered that it is not always intuitive and can be cumbersome. We have also had a great deal of difficulty with cryptic messages popping up in boxes and periodic freezing or shutting down, causing lost work.

**Monographs**

Total monographic expenditures were up by 25% in 2004-2005. Total volumes added (including gifts) was 10,355, up 21% from 2003-2004 (8555). There were 6,902 volumes purchased, up 13% from 6,090 purchased last year. This year saw a huge
increase in gifts with a total of 3,453 added, up by 40% over 2003-2004. We had seen gifts increase approximately 15% each year for the previous two years. 71% of those volumes going to the copy catalogers were handled by MACC as opposed to 74% last year. This decrease can be attributed to the complexities of the records and the decisions that need to be made on a record-by-record basis concerning such issues as 856 links.

There was a slight decrease in the number of volumes added to the collections from the Strand approval plan from 2,967 to 2,934 volumes (1%). In 2003-2004 statistics were kept on approval volumes returned, showing a return rate of 4%. MACC will continue to track the return rate as part of the annual statistics.

**Inventory**

Although the progress in slow, our scanning of barcodes of the circulating collection was up 69% over 2003-2004. 1,487 HELIN corrections have been made and 362 missing items have been found in the 2004-2005 year. Over 19,000 barcodes were scanned this year, bringing the total close to 95,000 since the project began. The E’s (E748) is the area currently being scanned. A GSLIS worked with us over the last year, doing a great job in moving the project along. Given the student budget, we were unable to hire anyone for the summer, but hope we will be able to hire someone for the academic year. This project, although a low priority on the MACC Unit goals, is important and will continue to be worked on in the new fiscal year.
Other MACC Activities

The MACC Unit participated in a round robin in January. We hosted staff members who wished to know more about what MACC is all about. We were also asked to attend a Public Services weekly meeting to explain various messages and displays to the Public Services Department. There were questions and the information was well received. Also this year, we worked with several subject selectors, training them on how to use the III Management Reports as well as how to select parameters to create the lists they wanted and then how to download those lists into useable form.

2004-2005 saw many changes in the way MACC, and the Library as a whole, conduct our processes, as we changed software programs and procedures with both Innovative and OCLC. The MACC staff faced all changes with enthusiasm and professionalism and should be commended for their excellent work.

Submitted by
Karen Ramsay
September 15, 2005
## Monographic Acquisitions / Copy Cataloging

### Monthly Statistics

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# HELIN- MACC Unit

## Monthly Statistics

### 2004-2005

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| New            | 54  | 46  | 25   | 22  | 37  | 35  | 42  | 61  | 14  | 49  | 36  | 11  | 432 |
| Updates        | 282 | 292 | 334  | 242 | 329 | 456 | 295 | 167 | 537 | 118 | 45  | 15  | 3112|
| Deletions      | 2   | 5   | 10   | 5   | 6   | 3   | 1   | 7   | 5   | 7   | 3   | 1   | 55  |

|                |     |     |      |     |     |     |     |     |     |     |     |     |     |
| **Order Records** |     |     |      |     |     |     |     |     |     |     |     |     |     |
| New            | 713 | 522 | 526  | 579 | 688 | 487 | 350 | 438 | 1129| 360 | 748 | 477 | 7017|
| Updates        | 921 | 1041| 733  | 1671| 754 | 1423| 669 | 1213| 825 | 1202| 1027| 1645| 13124|
| Deletions      | 633 | 459 | 303  | 1058| 509 | 416 | 308 | 748 | 155 | 944 | 501 | 816 | 6850|
**Monographic Acquisitions / Copy Cataloging**

**Selected Annual Statistics**

### Volumes

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**percent change from previous year**

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**percent change from previous year**

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### Volume distribution

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### Average price of volumes

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MACC Unit
Distribution of volumes
2005

- 33% gifts
- 37% firm orders
- 28% standing orders
- 2% approvals added