

Keith Walker

ALBERTA ASSOCIATION OF COLLEGE LIBRARIANS

NEWSLETTER

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Spring 1994 AAAL Chair's Report

I hope all of the members have a great summer lined up. Everyone should plan for some fun in the sun before the fall approaches. From listening to the various members at the Spring meeting, we all deserve a break!

I have two interesting ideas to share with you. First, those of you with Envoy accounts may already know that it is now called The Net::Mail. I have heard Envoy customers can receive E-mail via a specific address. I will be contacting Envoy's Customer Service.

The other news is we had Jerry Gajlick, a Montreal telecommunications consultant, at our college for a week. His small, hands-on workshops were excellent! Topics included modems, local area networks, bulletin boards, and the Internet. These were videotaped and will be available for loan after editing is completed.

Keep in touch everyone and have a great summer!

Susan Brayford
AAAL Chair 1993-1995

**SUMMARY
OF THE ALBERTA ASSOCIATION
OF COLLEGE LIBRARIANS MEETING
HELD AT OLDS COLLEGE
May 6, 1994**

Guest speaker: Hazel Fry, Chair of the Council of Prairie and Pacific University Libraries (COPPUL)

Hazel spoke first about COPPUL

Vision statement for COPPUL:

COPPUL exists to support the information research, instructional and service programs of university faculty, staff and students in Western Canada through the establishment and collective management of a cost-effective resource-sharing network, with a focus on real-time information accessibility and materials availability regardless of origin.

One of the highest priorities of COPPUL is to enhance and improve ILL between member institutions. They have recently negotiated an agreement to charge no transaction fees and to charge only modest costs for materials.

They have also put out an RFP for a 24-hour courier service between institutions.

A joint membership can save money when negotiating licenses to electronic information.

It is important to realize that if one institution holds a title, they must make a commitment to turn-around time for ILL, as well as a time to hold it.

The major issues are:

- level of commitment and legitimacy is not there yet
- autonomy
- accountability (institutional)
- institutional administrators above libraries don't recognize the NEED
- fear of lack of control and dependence on others
- seeming unwillingness to rationalize programs

- EQUITY: does everyone interact in a balanced way?
- a type of individualistic thinking on all our parts --> we need to see the bigger picture
- trust and the ability to embrace change
- value placed on cooperation

Think about the three reasons that you CAN do something, rather than the 17 reasons why not.

MINUTES

Keith Walker moved that the minutes be approved. Motion passed.

President's Report

Susan Brayford - *Medicine Hat College*

AACL Directory was circulated and members were asked to mark appropriate corrections. For institutions not attending, the directory will be sent out with the newsletter. Please check your entry for accuracy and send any corrections to Fran Noone at Lethbridge Community College.

We should all be cooperating more closely and in a more organized manner.

Medicine Hat College's computer department has volunteered to host a LISTSERV discussion group on college library issues.

CD-ROM should be considered as a viable alternative for producing products that we all can use.

We should examine the present ILL system and see if we can come up with something that works equally well for everyone.

Secretary-Treasurer's Report

Fran Noone - *Lethbridge Community College*

The Financial Statement for 1993, which you will find on the very last page of this newsletter, was audited by Kathy Lea and Wayne Briscoe.

Some institutions have not paid their 1994 dues - duplicate invoices will be sent out to them.

JANUARY 1 to DECEMBER 31, 1993 Balance Statement

Balance carried over from 1991	1587.05
Expenses 1993	813.04
Revenues 1993	1125.65
BALANCE	312.61
Carry-over from 1992	1717.60
Balance to Dec. 31, 1993	312.61

Papers have been signed with *All-Province Financial* to recover the \$2,396.17 that is sitting in a dormant bank account with the *Royal Bank of Canada* in Calgary. The company will be compensated 30% for providing this service to us. The cheque should arrive in June or early July.

Newsletter Coordinator's Report Joyce Van Scheik - *Canadian Union College*

Joyce asks that submissions by FAX be typed, as it is difficult to read handwriting sent via FAX. The spring deadline for the next newsletter is May 16/94. The newsletter will be sent out by the end of May. It will follow a similar format to last year. Joyce sends out ENVOY reminders for members to contribute their news. Joyce's FAX number is: 782-3977. The AACL Newsletter apparently gets filed at the National Library.

Union List of Serials Coordinator's Report Michelle Classen - *Lakeland College*

The Committee has produced two reports - the statistical report and the first annual report. Copies were handed out at the meeting.

Note that SPIRES no longer exists. The records are in the process of being transferred to the new Dynix system at the Legislature Library.

Any institution that wishes to opt out of contributing records will be charged to delete the records. No one knows how much, if any, will be charged to maintain the AACL records on the Dynix system. The costs may be subsumed in other activities. Continue to hand in corrections as much as possible, as soon as possible. The intention is to produce a fiche list in the fall, plus maybe an alternate format.

The Union List of Serials Committee hopes to meet sometime in May.

The committee members are:

Michelle Classen	Hilary Eade
Susan Brayford	Tom Skinner

Perhaps an update of Karen's survey needs to be done. Libraries may be doing their ILL work differently since Document Delivery and Internet became widely available and CISTI changed their services.

The Union List of Serials Committee will send out a report on this committee and any serials concerns because they will not meet in time for the newsletter.

Letter of the LAA Submission Director-at-Large, Hilary Eade - *Red Deer College*

Hilary will try to get more information in the LAA newsletters. She asks that people send her news when it is new. The best way to let her know your news is through E-mail. Her address is:

HEADE@ADMIN.RDC.AB.CA

We should also make a stronger effort to submit notice of our meetings to sources which publish upcoming events (e.g. *Letter of the LAA*, *AGLC Newsletter*, *CASLIS*, *CTCL Communiqué*). She will also start a "People on the Move" section in our newsletter.

Community & Technical College Libraries (CTCL) Report from Madeleine Lefebvre - Mount Royal College, CTCL Chair

The *CTCL Communiqué* came out recently. There is an issue with the BC degree-granting colleges as they don't really belong in CTCL anymore (according to the present terms of reference) but they might be able to qualify for CACUL.

CTCL is also trying to produce an updated college directory for Canada. Keith Walker will take on the responsibility for updating the Alberta Section. Madeleine has also nominated Keith Walker for the position of Chair, which will be decided at the CTCL meeting at CLA in Vancouver. The updated directory will be available in WP5.1 on diskette later on in the year. This is a very inexpensive method of distributing the information. Contact Madeleine if you have any questions.

Copyright Update

Report from Tom Skinner *SAIT* and Madeleine Lefebvre *Mount Royal College*

The recent model agreement between CANCOPY and AUCC (Association of University and Colleges of Canada) does not encompass colleges. The Association of Canadian Community Colleges (ACCC) are in the process of negotiating an agreement with CANCOPY.

MRC's Bookstore/Printshop has signed their own agreement with CANCOPY because they are going into customized publishing in a big way. Banff Centre is negotiating an agreement with Xerox, who is negotiating an agreement with CANCOPY.

Tom and Madeleine sit on the committee called the Alberta Advanced Education Advisory committee on negotiations with CANCOPY. The committee decided to use the AUCC negotiations for a model licence rather than negotiating an agreement from scratch for the

colleges.

There will be a copyright committee conference call June 23. This conference call will hopefully shed some light on what is going on. The model agreement will NOT be a blanket agreement for the Province; each institution will be responsible for negotiating their own agreements. SAIT promises to share any contract information with AACL, even though CANCOPY wants confidentiality. Let Tom and/or Madeleine know if you are REFUSED the authority to release the information to AACL members.

It appears that most academic publishers have put themselves on the exclusions list so it will still be necessary to contact publishers directly for permission to copy material.

There are many copyright lawsuits pending all across Canada.

Yearly Statistics Coordinator's Report

Barb Smith *Olds College*

Of the 35 institutions, 23 institutions responded with contributions to the statistics.

Barb will try to contact the institutions that are not responding. The timing of the survey should remain as is, because a lot of institutions don't have the numbers until January. With regard to reference statistics, all AACL members should be following the CTCL recommendations but each institution can divide them further for their own purposes. It was agreed that we will continue to keep separate statistics for classes and tours.

ASAP (Alberta Strategic Alliance for Planning) Report from Alice McNair - Red Deer College
given by Keith Walker

Of the 68 contributing libraries, a very high percentage were college libraries. A newsletter for ASAP was recently sent out outlining their activities and progress to date.

A motion was made that AACL contribute another \$100 to ASAP to support their activities. Everyone was in favour.

College and Technical Institutes Interlibrary Loans Agreement

A motion was made that the colleges and technical institutes in AACL NOT charge a transaction fee, nor photocopying charges for other member institutions for ILL transactions. FAX requests may be charged fees to recover costs. The motion was passed unanimously. The government libraries were not represented so this decision does not apply to them.

A written agreement may need to be drawn up soon as the "good faith" mode of operation may soon cease to exist.

LISTSERV and Internet

Medicine Hat College will allow a LISERV to be mounted at their institution. It might possibly evolve into a Canada college-wide LISERV.

Workshop/Guest Speaker Guidelines

Honorarium guidelines for reimbursing speakers for expenses need to be developed and approved. The suggestion was that LAA probably already has guidelines which we could use and adjust according to our specific needs. Keith Walker will look into this and report back.

Hazel will also be sent a cheque for \$45 to cover her travelling expenses to/from Calgary.

CLA is in Calgary in June 1995 and CACUL (Canadian Association of College and University Libraries) is willing to provide sponsorship funds for CTCL events. The Spring 1995 AACL meeting will probably be combined with CLA.

Other Issues

The discussion of using a Calgary company to produce a CD-ROM product was postponed until the next meeting. Hopefully this topic will come up on the LISERV.

Other Concerns

Ariel—is anyone else interested in using it?

Next meeting will be held at Red Deer College, October 21, 1994.

LIST OF ATTENDEES

Name	Institution
Paul Boulton	Red Deer College
Maureen Toews	Red Deer College
Hilary Eade	Red Deer College
Alice McNair	Red Deer College
Joanne Bucklee	Red Deer College
Anita Luck	Fairview College
Bev Peterson	Fairview College
Madeleine Lefebvre	Mount Royal College
Harriet Arnold	NAIT
Susan Bolton	NAIT
Garry Grisak	Olds College
Barbara Smith	Olds College
Susan Brayford	Medicine Hat College
Keith Walker	Medicine Hat College
Connie Hall	Medicine Hat College and Lac La Biche AVC
Pat Lloyd	Grant MacEwan Comm. Col.
Carol Nicks	Canadian Union College
Joyce Van Scheik	Canadian Union College
Mike Perry	Alberta Vocational College - Edmonton
Tom Skinner	SAIT
John Barach	Peace River Bible Institute
Ron Jordahl	Prairie Bible Institute
Simona Maaskant	The King's University Col.
Rita Jandrey	Newman College
Michelle Classen	Lakeland College
Liv Valmestad	Lakeland College
Christine Sammon	Alberta College of Art
Fran Noone	Lethbridge Community Col.

MERRY-GO-ROUND

SOUTHERN ALBERTA INSTITUTE OF TECHNOLOGY

The Educational Resources Department, of which the library is a part, has reorganized into eight self managed teams. The goal of becoming a client based organization will be achieved through increased staff empowerment. The traditional multi-layered supervision structure has been replaced with teams able to set policy and accept responsibility that used to be shouldered by section heads and supervisors. Staff members are introduced to multiskilling when they become members of several teams. The traditional divisions, such as circulation and reference or media production and library skills instruction, have disappeared. Results, such as information access or technological delivery systems, define teams rather than the specialized tasks or the skills of individuals. The first projects undertaken by the teams were a client survey and a formal training in team dynamics.

The renovations that were so proudly reported in 1992 have not met expectations. Many of the carpet tiles are defective. Sections of tiles lifted after the first steam cleaning because of faulty adhesive. SAIT has negotiated with the manufacturer to rectify the problem.

New additions to the collection of compact disc databases include: *Film/Video Canadiana* and *Books in Print Global*. Our subscription to *Canadian Business and Current Affairs* has been upgraded to multi user network status. We have also acquired an *Infomart* account. One of our major clients for this service will be the institute administration which is interested in tracking coverage of SAIT in the print media on a daily basis.

In an effort to cut campus operating expenses, the SAIT administration has contracted out custodial services for several buildings and all health services. Also the Food Services

Department (cafeteria) has merged with the Hospitality Careers Department (teaching dept.).

Most of the SAIT programs are now on the semester system. However, demand for library service remains steady due to the apprenticeship fields and specially funded programs, such as the *Canadian Jobs Strategies*.

Dave Weber

NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY

Budget cutbacks will affect McNally Library very severely during the 1994-95 year. We're facing a 16% cut to the collections budget and a reduction of approximately three FTE staff.

Three staff have chosen to accept a voluntary position abolishment package, effective 1 July 1994. Ginny Brubaker (administrative support, circulation), Ellen Desnoyers (administrative support, cataloguing) and Sue Hargreaves (Technician, system support) have been at NAIT for a collective total of 36 years and we wish them well in their "life after NAIT." Susan Bolton (Reference Librarian) was married in May and is now Susan Murphy.

Dynix implementation continues to move forward at a rapid pace, with the Serials and Media Booking modules coming on stream in March and May, respectively. The Library has just purchased the Gateways module, with installation planned for June. Finally the Inventory module is being used for the first time and is making inventory a breeze!

Helga Kinnaird

MEDICINE HAT COLLEGE

At the end of April the staff of the Computer Services Department joined the LRC staff to burn the card catalogue! It was a fitting end to a two-year long project which involved barcoding,

recon and major changes in the way most activities are done in the library. We had a nice luncheon and then all went to a nearby park where we had speeches and ceremoniously burned some card catalogue cards. The photos of the event look like we were at some sort of cult ceremony but we did have fun!

The recon project is completed with all 72,000 volumes, 6,000 audio visual items, and all the pamphlet file entered. We've just completed an inventory and will have the errors located from that task corrected. We have a STEP student entering the Statistics Canada material and some "fill in the missing data" records to be completed. But overall it does seem amazing that just two years ago we were still in the manual mode of operation.

The cutbacks will certainly have a great impact on our operations, beginning in July. The third librarian position is being moved to sessional status with full hours during the August to April term only. We are reducing hours at the Brooks campus library and will have less part-time help during the year. The acquisitions budget will be reduced by \$20,000 with equal cuts in the book, periodical, and AV budgets. All operating costs (telephone, travel, maintenance) have been reduced. Overall the LRC will take a 13% cut, including the anticipated 5% rollback in support staff wages. The librarian salaries will be reduced by 5% effective July 1. We will be implementing user fees, including community membership fees.

The government's moratorium on new building projects means that the proposed \$70 million expansion will have to go on hold. The original plans were to turn the sod in April, 1993, and the LRC would be the first to move into the new area in 1997. So I guess this means we're now looking to the new millennium for the new library! Gives us something to look forward to! Talk about long range plans.

We have been involved in the formation of a group called Links which includes the college librarians, librarians from the Shortgrass Public Library System, the teacher-librarians and special

librarians in the Medicine Hat area. We are working on cooperative plans and sharing information. One of the projects involved installing remote access to the Shortgrass System at the college and our MultiLIS system is available at the public library in the city.

We have experienced no turnover in staff over the past two-years; even the student shelveers returned. But on May 31, Connie Hall, Reference Librarian, will leave the south to move to Lac La Biche where she will be the librarian at the AVC there. We all wish her well.

Keith Walker

RED DEER COLLEGE

Provincial cutbacks have directly affected our library with a reduction to our staffing of one cataloguer and a \$50,000 decrease to the library acquisitions budget for 1994/95. The reductions in staffing has been realized through retirements and job reorganization.

It is anticipated that increased resource sharing and document delivery will help alleviate some of the impact of cuts to the acquisitions budget. To this end we have been pursuing several initiatives:

- reciprocal borrowing privileges to students at Canadian Union College, Olds College, and Red Deer College
- addition of the Social Science Index Full Image to our collection, allowing us to cancel existing print subscriptions while adding new titles available on our CD-ROMs
- investigation of document delivery costs and services
- purchase of an Infoserver to allow for multiple user access to our CD-ROMs
- public access to the U of A Library catalogue
- cancellation of periodicals that are rarely used

Our CD-ROM indexes continue to be heavily used. In January we established a self-booking

method for use of the CD-ROM indexes and workstations. Less time was spent showing students how to use the equipment, which allowed them to be more self sufficient and freed the reference staff to respond to other types of questions.

The college is in the process of developing a strategic plan. All library staff participated in Future Focus Day in March. This brainstorming day brought together members of the community, college staff and college students to discuss the future direction of Red Deer College.

The library is in a state of transition as we prepare for renovations to begin for the Learning Assistance Centre which will be housed in the library at the end of June. The summer promises to be a busy one as existing staff members learn new job responsibilities, and as we hire staff to fill positions opened up by retirements. This, all without Alice McNair who will return from maternity leave in mid-August.

Maureen Toews

LETHBRIDGE COMMUNITY COLLEGE

Despite lots of "sturm und drang" we went through the valley of budgeting and came out fairly unscathed on the other side. The trick will be to maintain quality, sanity, and good working relationships with colleagues and patrons over the coming three years. To speak specifically of the budget, one staff member took early retirement and one service was completely overhauled. Operating budgets will be cut 7% in the first year and 5% in each of the succeeding years.

On the people side, Shauna Shaw, who handles our day-time reference and ILL service, will be going on a year's leave of absence to Princeton with her husband, who is a history professor from the University of Lethbridge, and their children. Fran Noone has been representing the library at various meetings and will also attend CLA for the library. Wayne Briscoe is being

featured in the *Lethbridge Herald* for his research and writing in the religion section. Kathy Lea was nominated for a kindness award and got flown, all expenses paid, to Toronto to appear on the Shirley Show to be aired September 22nd, 1994. Kate Buchholz has had her second children's story warmly received by publishers. The whole library has seen staff members win contests and prizes galore this spring so it has been a fruitful time for us.

Interesting projects underway or being considered include:

- signing up to get the TQT training to complete a TQT project at the circulation desk
- an in-house reference course for all interested library staff
- SARIN - a society being formed by libraries in the Lethbridge area to do resource sharing and other mutual projects
- Lethbridge Free-Net
- OPAC access being negotiated formally for an extended period with the University of Lethbridge and the Lethbridge Public Library
- a FAXON demo May 12 of electronic document delivery possibilities at LCC
- a CD-ROM preview fair in the library the weeks of May 9 - 20
- the development of a vision, mission statement, and core values document with the help of a TQT facilitator as a precursor to developing a three year business plan
- the development of a plan for support staff professional development which includes the possibility of a conflict management workshop in June prior to the introduction of fines and user fees.

Have a great summer everyone! Kick up your heels and hit those golf courses, beaches or whatever drove your fantasies on those -40° days in winter. "See" you in the fall!

Kathy Lea

FAIRVIEW COLLEGE

The fall and winter sessions have zoomed by as usual. We thought that the snow and cold would never end but now the first flowers are already blooming. By now our staff was fully prepared to be engaged in the big move from our present facilities to the renovated former heating plant. However, the plant is still in its former state and we are still in our crowded facilities. It is certainly not a good time to plan for expansion when college wide reductions are the order of the day. This fact doesn't alleviate our acute shortage of space. Our optimism has not been squelched and we hope that the big move will take place next spring.

A recent survey of our entire student body at the Fairview Campus revealed some interesting facts. Students found our library small and constricted (surprise, surprise!!). They were very pleased with the service that they received. The staff felt this was very positive and it made all those extra efforts worthwhile. There are a few areas in which up-to-date materials are not as plentiful as others. This type of survey is most helpful in pointing out some ways of providing total quality service to our clientele. We will use some of the suggestions in our planning for the coming year.

We, along with our sister colleges, are beginning to feel the pinch of the cutbacks. The AV area has already lost a half-time acquisitions and receptionist position. There are plans to cut our materials budgets substantially. There will also be further position restructuring as staff will be asked to do more with less time and resources.

We are planning to begin incorporating some CD-ROMs for student use in our single CD workstation. We want to provide our students with access to the many extremely helpful products that are available, especially full-text periodical articles. There is also an on-line turfgrass database that we would like to access. We'll be reviewing the logistics of this move in the next few weeks.

We are looking forward to the summer and

perhaps devoting more time to our ongoing reconversion. Our staff keeps getting smaller, yet new technology constantly makes new demands of us. Perhaps it is time that someone invented a library robot to perform routine tasks that seem to fall by the wayside. In spite of the pressures and concerns that face the college community at this time, we are all confident that we'll be able to meet the challenges before us.

Bev Peterson/Anita Luck

CANADIAN UNION COLLEGE

In connection with the college's accreditation quest for BA degrees, the library has been the focus of several on-site visits by external evaluators. So far our holdings in biology, business, English, music, religious studies, and sociology have been reviewed. The process has been positive, and has identified weaknesses which we can now address.

In February we entered into a resource sharing agreement with Red Deer College Library and Olds College Library. The first phase provides for reciprocal borrowing privileges for all students with valid ID cards. Networking the catalogs is planned in the second phase of the agreement.

In response to a request from the Student Association, we extended our weekly hours of opening during the regular session to 76.5. Use statistics reflect a definite need for the additional hours, and we hope the budget will stretch to maintain this schedule in the fall.

We are still waiting for Internet access.

Thank you for your contributions to the AACL Newsletter. Please also send any newsworthy happenings to Hilary Eade for submission to the *Letter of the LAA*. Her E-mail address is:

HEADE@ADMIN.RCD.AB.CA.

Joyce Van Scheik

A.A.C.L. FINANCIAL STATEMENT
For 1993 - January 1 to December 31

Date	Item	Debit	Credit
93-01-01	Balance from 1992		\$1717.60
93-01-08	Dues - LCC, CUC, Devry & Grande Prairie		40.00
93-01-08	Dues - Keyano, SAIT, King's, Peace River, Alberta Gov't, Rocky Mountain, RDC		80.00
93-01-27	Dues - Olds, AVC, Fairview, MHC, Lakeland, CSB		60.00
93-02-23	Dues - Banff Centre, MRC, Red River		40.00
93-03-02	Dues - Can. W. Gas, Alta Energy, Arctic College		56.60
93-03-09	Dues - NW Bible College, Shortgrass		48.60
93-03-18	Dues - City of Calgary, Calgary District Hospital, Petro-Canada		69.90
93-04-28	Dues - GMCC, NAIT, MRC, Augustana, Fairview, Lakeland, St. Joseph's, Burnet-Duckworth		248.31
93-04-29	Cheque to A. Rapske for lunch with auditors	27.65	
93-04-29	Guest lecturer (G. McDonald)	400.00	
93-04-29	CUC Postal charges - Newsletter	31.61	
93-04-29	Retirement gifts	106.57	
93-04-30	Annual filing fee to Consumer & Corporate Affairs	8.00	
93-05-05	Libraries A.S.A.P.	100.00	
93-05-02	Dues - LCC, MRC, Gov't. Sask., Alberta Treasury		93.08
93-06-30	Interest - April to June		7.33
93-07-19	Cheque to MHC for duplicating	10.19	
93-07-19	Cheque to MHC for duplication	18.25	
93-07-30	Interest - July		.72
93-08-30	Interest - August		.74
93-09-29	1994 dues - R. Jandrey		20.00
93-09-30	Interest - September		.72
93-10-27	1994 dues - Augustana College		20.00
93-10-27	1994 dues - Fairview College		20.00
93-10-28	1994 dues - Grande Prairie College		20.00
93-10-28	1994 dues - Olds College		20.00
93-10-29	Receipt book	7.37	
93-10-30	Duplicating	42.00	
93-10-30	Interest - October		.75
93-11-08	Duplicating	20.00	
93-11-22	1994 dues - Prairie Bible Institute		20.00
93-11-22	1994 dues - Alberta College of Art		20.00
93-11-22	1994 dues - Northwest Bible College		20.00
93-11-30	Interest - November		.48
93-12-02	CUC Postal Charges - Newsletter	31.40	
93-12-15	1994 dues - Rocky Mountain College		20.00
93-12-15	1994 dues - King's College		20.00
93-12-15	1994 dues - Banff Centre		20.00
93-12-15	1994 dues - Keyano College		20.00
93-12-15	1994 dues - Canadian Union College		20.00
93-12-15	1994 dues - North American Baptist College		20.00
93-12-15	1994 dues - Red Deer College		20.00
93-12-15	1994 dues - Alberta College		20.00
93-12-15	1994 dues - Alberta Treasury		20.00
93-12-15	1994 dues - Medicine Hat College		20.00
93-12-15	1994 dues - Peace River Bible College		20.00
93-12-21	Cheque to S. Brayford for title search	10.00	
93-12-31	Interest - December		.42
Total Carry-Over for 1994			\$2030.21