

**Access Services Report
LAC March 14, 2007
Johnny L. Johnson**

Staff:

Circulation

Sandi Schultz
Karen Martinez
Robert Negelein
Jennifer Hall

Interlibrary Services:

Joann Bennett
Libby Hieber
Abby Toth
Bobby Horner
Jeremy Wilson
Lori Foltz

Laptop Manager

Jon Hall

Stack Management

Mark Seagrave

Reserves and MMR

Amy Fetes

Annex

Seth Gonzales

Circulation Stats:

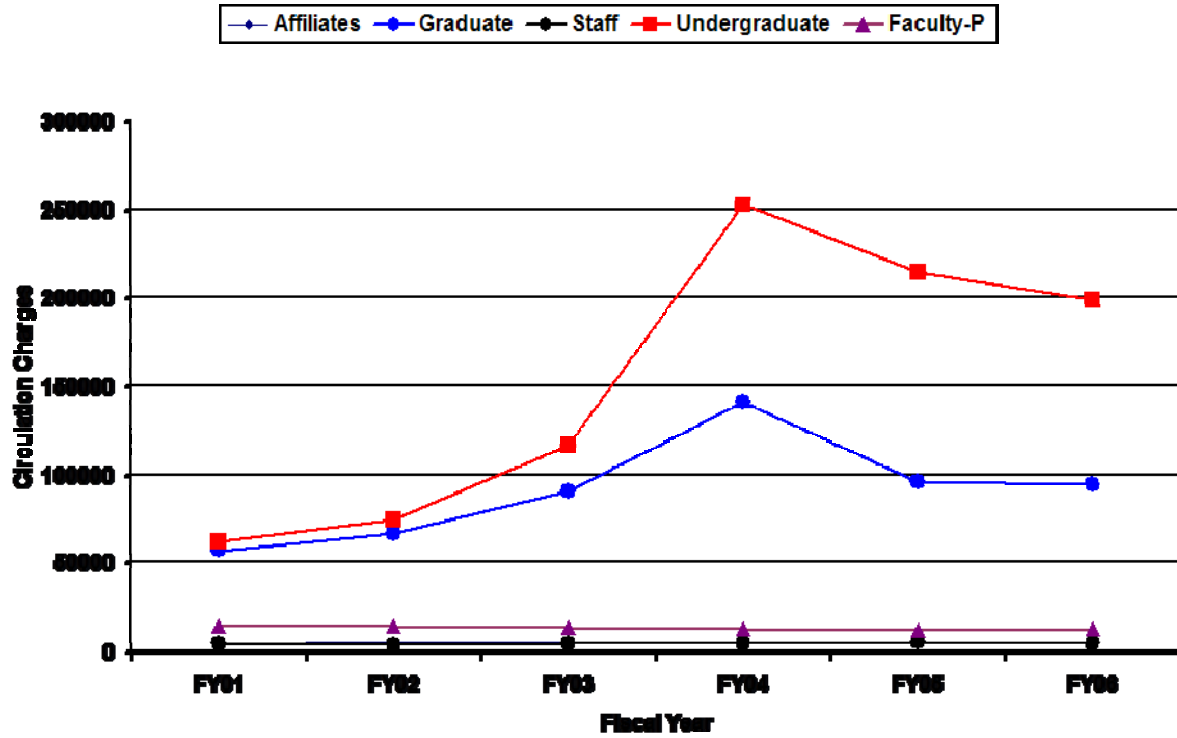
Circulation Transactions by Patron Group and Item Type
Summary All Circulations

	FY01	FY02	FY03	FY04	FY05	FY06	FY07
Aff-C	4844	5309	5323	4969	5115	4473	2245
Fac-P	14434	14617	13567	12849	12483	13056	9967
Fac-R	106	127	70	242	231	159	282
Fac-V	544	569	321	309	543	398	307
Grad	57084	66828	90551	141137	96287	94043	82671
ILL	8236	8855	10148	9593	9429	10259	8301
Mending	1169	1820	8037	926	0	26	2
Period	14	0	136	10	27	5	21
Reserve	17	11	33	9	10	12	13
Staff	4260	4022	4279	4839	5091	4669	3896
Ugrad	62458	74501	116769	252965	214427	198685	173026
TOTALS	153907	176854	272692	427996	343726	325890	280817

Circulation Transactions by Patron Group and Item Type
Summary w/o Laptops

	FY01	FY02	FY03	FY04	FY05
Aff-C	4844	5282	5317	4911	
Fac-P	14432	14613	13565	12581	
Fac-R	106	127	70	242	
Fac-V	544	569	321	269	
Grad	57084	58628	62651	54006	
ILL	8236	8855	10148	9589	
Mending	1169	1820	8037	926	
Period	14	0	136	10	
Reserve	17	11	33	9	
Staff	4260	4014	4237	3794	
Ugrad	62452	62295	66700	62323	
TOTALS	153158	156214	171215	148660	

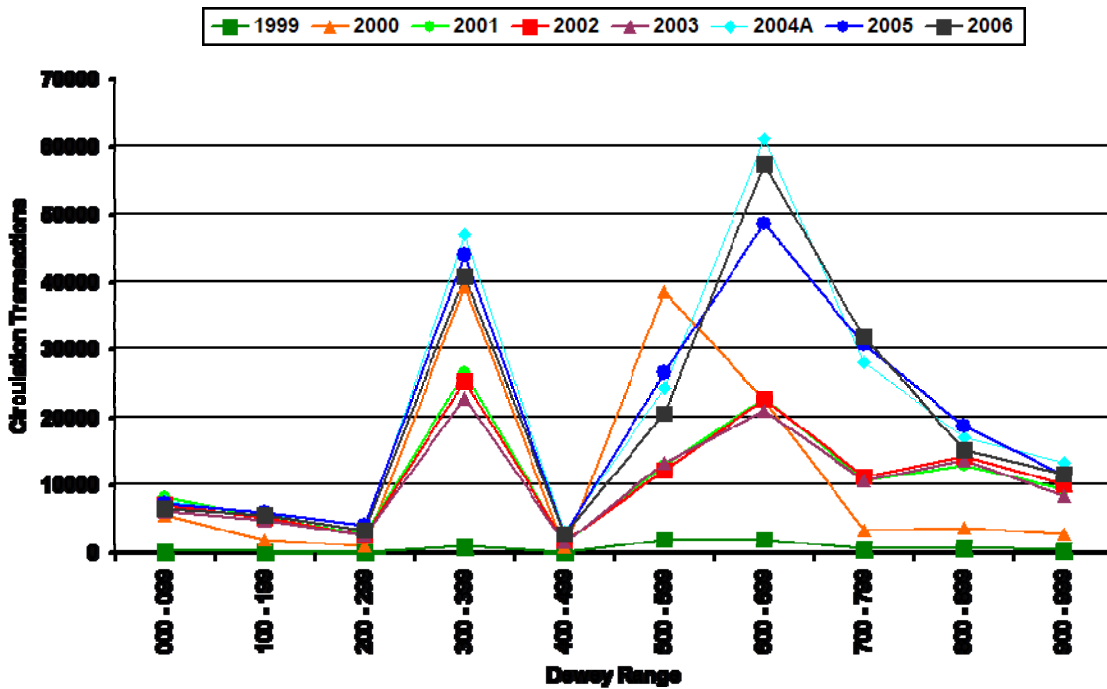
Circulation by Patron Group



SUMMARY - Circulation by Call Number
Classification

FY	Range	1999	2000	2001	2002	2003	2004	2005	2006	TOTALS
	000 - 099	250	5565	8301	7003	6098	7674	7351	6582	46274
	100 - 199	176	1859	5243	5152	4880	5745	6012	5681	33609
	200 - 299	70	941	2768	2644	2591	3342	4171	3396	19111
	300 - 399	923	39248	26426	25133	22695	46810	43837	40620	221565
	400 - 499	79	768	1584	1728	1543	3192	2789	2755	12764
	500 - 599	1941	38403	12807	12202	13228	24272	26520	20512	136891
	600 - 699	1810	22373	22707	22673	20985	61027	48473	57341	217160
	700 - 799	564	3393	10678	11177	10635	28087	30665	31685	108359
	800 - 899	665	3783	12853	14121	13584	17064	18603	15062	91888
	900 - 999	318	2747	9391	10170	8468	13178	11414	11521	62224
	Total	6796	119080	112758	112003	104707	210391	199835	195155	949845

Circulation by Dewey Classification Range by Year



Circulation by Location, CY2006

CY2006	Charges	Discharges	Renewals	Totals	Percent of Total
ARCH Circ	4611	4753	668	10032	1.40%
CML Circ	22180	21534	3231	46945	6.71%
Docs Circ	1229	251	28	1508	0.37%
ILS Circ	9658	9634	649	19941	2.92%
MAIN Circ	278154	247759	20014	545927	84.20%
MAP Circ	4	1	0	5	0.00%
MMR Circ	6475	5651	710	12836	1.96%
VM Circ	8028	7905	1270	17203	2.43%
TOTALS	330339	297488	26570	654397	

Stack Management:

Shelving Statistics FY06

	Bound Journals	Books	Current Periodicals	Totals
July, 2005	2324	9381	2412	14117
Aug, 2005	2088	8207	2094	12389
Sept, 2005	3344	12010	3470	18824
Oct, 2005	3389	9186	2540	15115
Nov, 2005	3752	14569	2935	21256
Dec, 2005	2600	18936	877	22413
Jan, 2006	1779	8468	3712	13959
Feb, 2006	2589	10277	2609	15475
Mar, 2006	2407	10745	2523	15675
Apr, 2006	3750	17760	3268	24778
May, 2006	2241	19656	2297	24194
June, 2006	3588	14399	2905	20892
Totals	33851	153594	31642	

Special Projects:

Early in FY06 we completed moving materials out of South Murray.

Numerous shifting projects were completed.

A large shift of the basement was done after materials were sent to the annex.

Another large shift was done after materials were returned from the annex.

Helped move the Cataloging and Acquisitions Departments for the lighting and flooring project.

Some of the work on this was actually finished in FY07.

This was the first time in 4 years that we did not have to shelve under plastic for most of the summer.

We shelf read the main collection. Once again, this project doesn't line up exactly with our FY. It actually started in FY05 and finished FY06. We are currently shelf reading on 4th floor.

We removed 6 truck loads of surplus items from the library.

Set up and Take down for 30 events in the Browsing Room.

Microform/Media & Reserves Statistical Report:

	Fall. 06	Spr. 2007
<u>Paper Reserves ("Folders")</u>		
These folders are maintained behind the circulation desk for the professor's who do not want their materials online.	48	46
<u>Electronic Reserves</u>		
Items received from the professor are processed immediately and available online within 24 hours.		
COURSES ONLINE	58	56
ARTICLES ONLINE	756	832
Estimated 25% live links vs. scanning		
<u>UNCLASS books</u>		
Books owned by professors, loaned to OSU.	120	113
<u>Library Books on Reserve</u>		
These include books containing sensitive content, books under high use with excessive recalls, as well as books requested by professors for 'course reserve'.	1059	1091

the above numbers increase throughout the semester

Newspapers

Number of newspapers currently kept on Reserve. 7 7
 When a month's worth is received on microfilm,
 the paper copy is removed from the system and disposed of.

Magazines

Consumer Reports and Women's Wear Daily 2 2

Student Employees

7 5

RESERVES ACTIVITY COMPARISON

Amount of difference from previous years

Paper Reserves: **2.35% increase**

Electronic reserves, Unclass books, Newspapers & Magazines: **About the same**

Library Books on reserve: **1.27% increase**

GENERAL MMR STATS FOR FISCAL YR. 06-07 (as of March):

MMR Filing: **611, or 76/mo.** for microform items only. This number is about four times larger when CD's/DVD's are included.

MMR Directional: **498, or 62/mo.**

MMR Reference questions: **4,075, or 509/mo.**

Laptops:

Laptop	Total	Average	Life				
Totals	Symbol	Circs	Circs	Status	Span	Drive	Circ Per Year
LAP0001 -							
LAP0020	LAP0000s	48698	2434.9	Retired	3 yr.	floppy	811.6
LAP1201 -							
LAP1228	LAP1200s	57943	2069.4	Retired	2.75 yr.	floppy	752.5
LAP1302 -					3 yr. 2		
LAP1324	LAP1300s	59667	2594.2	Retired	mo.	floppy	810.7
LAP1401 -				Current	3 yr. 7		
LAP1424	LAP1400s	64793	2699.7	Usage	mo.	CD	760.5
LAP2201 -				Current	2 yr. 5		
LAP2217	LAP2200s	29142	1714.2	Usage	mo.	DVD	699.7
LAP2301 -				Current	1 yr. 5		
LAP2334	LAP2300s	48845	1436.6	Usage	mo.	DVD	957.7
LAP3001 -				Current			
LAP3047	LAP3000s	22878	486.8	Usage	7 mo.	DVD	885.0
LAP3201 -				Current			
LAP32xx	LAP3200s	0	0.0	Usage	0 mo.	DVD	#DIV/0!

Circulation Summary by Call Number Range

2005 2006

