

**Access Services Report**  
**LAC 11/9/05**  
**Johnny L. Johnson**

**Staff**

<p>Circulation</p> <p>Sandi Schultz</p> <p>Karen Martinez</p> <p>Robert Negelein</p> <p>Vacancy</p> <p>Laptops</p> <p>Ray O'Quinn</p> <p>Reserves</p> <p>Damon Blalack</p>	<p>Interlibrary Services</p> <p>Holly Lincoln</p> <p>Eric Huerter</p> <p>Elizabeth Hieber</p> <p>Jon Hall</p> <p>Vacancy</p> <p>Stack Management</p> <p>La Dawn Conner</p> <p>Microform and Media</p> <p>Damon Blalack</p>
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**Circulation Summary for NCA**

Library Materials w/o Laptops

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
<b>Faculty</b>	15,069	15,312	13,968	13,015	12,606
<b>Students</b>	119,874	121,084	166,678	116,660	112,723
<b>Others</b>	19,511	20,411	51,624	20,962	18,829
<b>Totals</b>	<b>154,454</b>	<b>156,807</b>	<b>232,270</b>	<b>149,344</b>	<b>144,158</b>

Library Circulations with Laptops

	<b>FY2001</b>	<b>FY 2002</b>	<b>FY 2003</b>	<b>FY 2004</b>	<b>FY2005</b>
<b>Faculty</b>	15,071	15,316	13,970	13,524	13,572
<b>Students</b>	119,880	141,490	210, 941	407,818	313,479
<b>Others</b>	19,511	20,438	51,675	20,962	20,301
<b>Totals</b>	<b>154,462</b>	<b>177,244</b>	<b>276,586</b>	<b>442,392</b>	<b>347,352</b>

New Laptop circulation procedure, begun during the summer of 2004, involves the check-out of the laptop as a unit including a battery and drive. Previously, these accessories were checked out separately.

**Laptops**

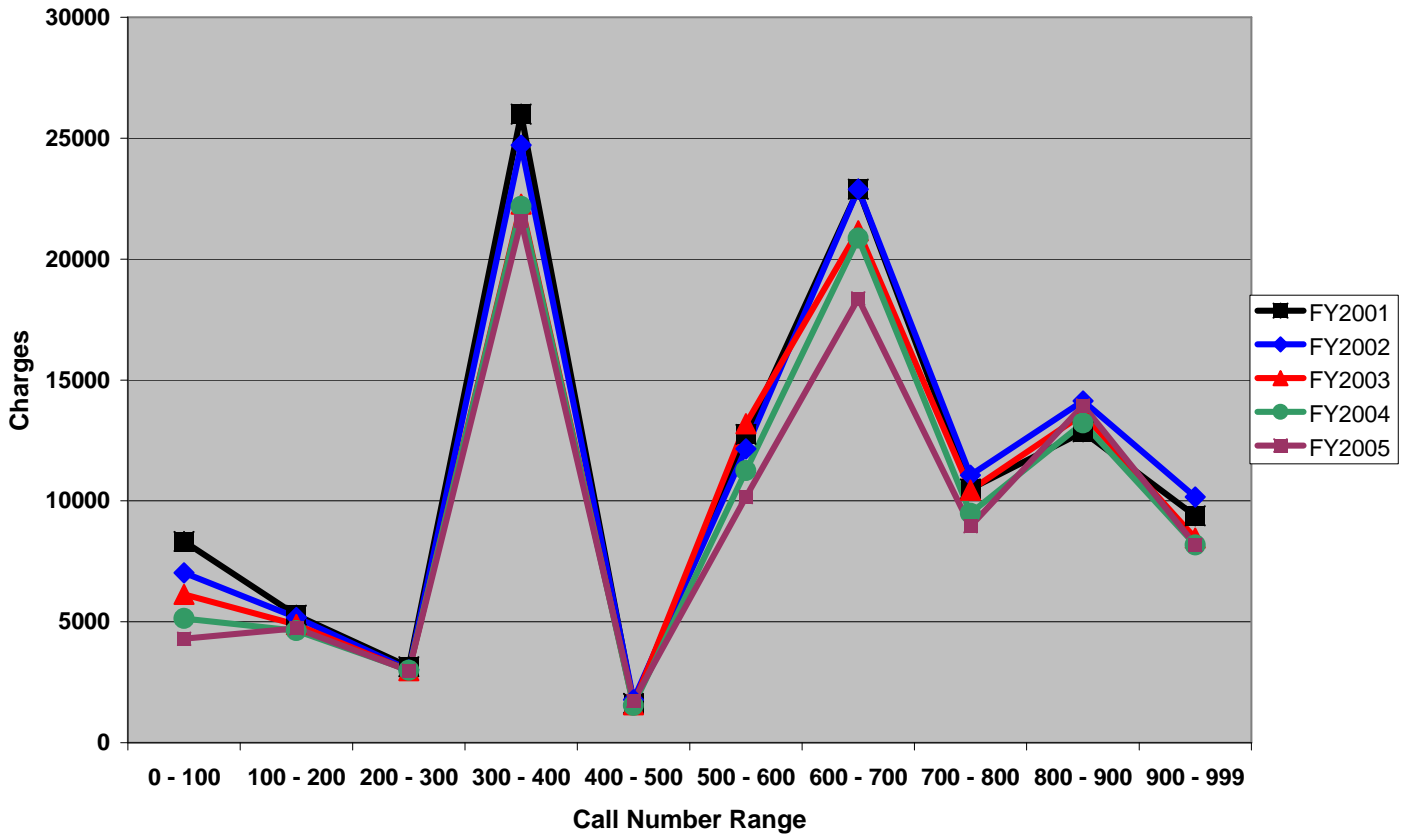
93 student laptops are available at the main Circulation Desk. During FY 2005, they circulated a total of 80,868 times for an average of 870 times each, plus peripherals such a mouse and power cord.

# Book Circulation by Call Number

Circulation Transactions by Dewey Call Number  
 Start\_Date 7/1/1998 End\_Date 6/30/2005

CLASS	FY1999	FY2000	FY2001	FY2002	FY2003	FY2004	FY2005
0 - 100	147	1714	8329	7025	6131	5141	4302
100 - 200	136	894	5277	5181	4885	4636	4725
200 - 300	53	485	3147	3023	2982	2998	2978
300 - 400	714	3966	25999	24714	22276	22176	21581
400 - 500	34	276	1629	1778	1576	1546	1728
500 - 600	669	3047	12752	12150	13189	11254	10166
600 - 700	704	3614	22886	22886	21167	20865	18368
700 - 800	160	869	10495	11058	10449	9485	8954
800 - 900	265	1534	12860	14131	13590	13227	13948
900 - 999	284	1153	9384	10160	8462	8183	8176
<b>TOTALS</b>	3166	17552	112758	112003	104707	99511	94926

### Circulation by Call Number Range



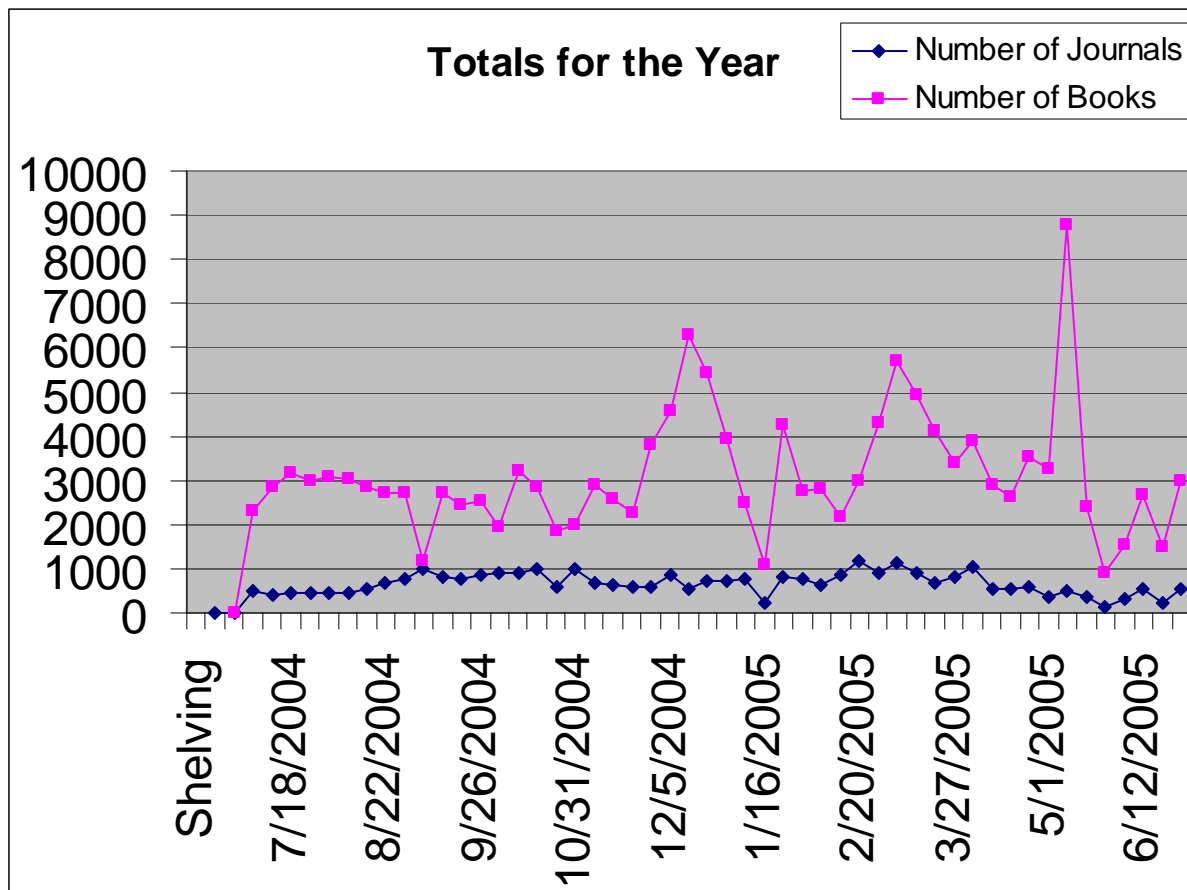
## Circulation by Location, FY 2005

	Charges	Discharges	Renewals	Totals
Architecture	4,992	4,988	1,118	11,098
CML	24,017	23,621	4,576	52,214
Docs	1,424	713	19	2,156
ILS	6,396	6,553	333	13,282
Main	310,997	314,169	26,434	651,600
Room 105	9,565	8,698	644	18,907
Vet Med	47,469	42,772	3,809	94,050
<b>TOTALS</b>	<b>404,860</b>	<b>401,516</b>	<b>36,934</b>	<b>843,310</b>

## Stack Management

Reshelving 2005

Books	156,032
Total Journals	33,255
Total Reshelving	189,287 (about 6 miles of books)



**Special Projects:**

Rearranged 1<sup>st</sup> floor - moved current periodicals to west side, took down shelving on east side , and moved 600's to the basement.

Undertook a major reconfiguration of stacks in the basement which required a lot of shifting and taking down of stack sections.

Moved MMR, Circulation, and Stack Management from the 1<sup>st</sup> floor to the Reading Room during the lighting project on the 1<sup>st</sup> floor and then moved then back to the 1<sup>st</sup> floor once the project was complete.

Built shelves in Acquisitions, the Reading Room, and Architecture.

Setting up the Browsing Room for special events.

Organized 4 surplus loads.

**Reserves**

	<b>FY2005</b>
Paper Reserves	<b>20</b>
Electronic Reserves (Nov., 2004)	
Articles	<b>1739</b>
Unclassed Books (Personal Copies)	<b>136</b>
Library Books	<b>846</b>
Magazines	
Consumer Reports, NADA Blue Book, Women's Wear Daily	<b>4</b>
Newspapers	
Daily O'Collegian, Stillwater News Press, Daily Oklahoman, Tulsa World, USA Today, Wall Street Journal	<b>10</b>