

Circulation Services

Annual Report 2015-2016

November 11, 2016

Committee Chair:

Susan Bond (John W. Graham Library), 2014-2016

Membership:

- Lari Langford (Access and Information Department/ Robarts Library) (Ex Officio)
- Renata Holder (Access Services/ Gerstein Science Information Centre) (Ex Officio)
- Wenran Zhang (Information Technology Services) (Ex Officio)
- Andrea Shier (Criminology Information Service & Library)
- Anna Oh (Inforum)
- Anna Szot- Sacawa (Bora Laskin Law Library)
- Anne McGillivray (Knox College Caven Library)
- Ben Walsh (Engineering & Computer Science Library)
- Beverly Branton (Victoria University E.J. Pratt Library)
- Bruce Garrod (Math Library)
- Danuta Michrowski (St. Michael's Hospital Library)
- Dorota Swieton (University of Toronto at Mississauga Library)
- Eric James (Noranda Earth Science Library)
- Helen Tang (Richard Charles Lee Canada Hong Kong Library/ East Asian Library)
- Jacqueline Bennett (Physics Library)
- Tim Neufeldt (Music Library)
- Jane Sauder (Sunnybrook Health Sciences Centre)
- Jeff Newman (New College Ivey Library)
- John Kutcher (Victoria University Emmanuel College Library)
- Lisa Andrews-Attwater Joseph L Rotman Business Information Centre)
- Lisa Doherty (Shore + Moffat Architecture Landscape & Design Library)
- Lyly Chung (OISE/UT Library)
- Marcel Fortin (Map and Data Library)
- Margaret Fulford (University Laidlaw College Library Library)
- Margot Froud (Harry R Abbott Dentistry Library)
- Mary Ann Vernon (University of Toronto at Scarborough Library)
- Mary MacKenzie (St. Michael's College John M. Kelly Library)
- Maryam Rezai-Atrie (St. Augustine's Seminary Library)

- Mike Hamilton (Media Commons)
- Monica Jucha (U. of Toronto Schools Library)
- Patricia Meindl (A D Allen Chemistry Library)
- Peter Gurney (Gerstein Science Information Centre)
- Susan Bond (John W Graham Library)
- Susan Stone (Resource Sharing Committee)
- Terry Correia (Robarts Library)
- Teresa Helik (Regis College Library)

Year in Summary:

The circulation services committee continued to facilitate exchange of information between the circulation departments of the constituent UTL libraries. Administratively this year we clarified our membership and terms of service, and adopted a more appropriate method of distributing minutes to our members. We continued our popular and successful Food for Fines relief program, which will happen again this coming year.

After being advised at the end of our last year that the UTL had decided to purchase the Sirsi MobileCirc product, the committee put a lot of resources into determining how it would be most useful to circulation functions at UTL. A significant proportion of the committee attended a training webinar in November 2015, and we were able to test the platform in a pilot project at one of our libraries. We look forward to seeing it roll out across the campuses.

Per our goals set out earlier in the year, the committee set up meetings with outside people to ensure we were aware of current trends and get ahead of anticipated changes in the business. We met with the Assessment Librarian to discuss the LIBQUAL results, and reached out to the Metadata Technologies Manager to discuss the coming search for an integrated LSP.

Recommendations and Proposals:

We have no recommendations at this time, but per our work plan we may have something next year.

2016-2017 Work Plan:

We are looking forward to supporting our member libraries as they roll out MobileCirc over the next year. We will also develop a training plan for the BLUEcloud analytics reporting module; this is something our members have been looking forward to for some time.

The committee was excited by our discussion with the Metadata Technologies manager about the LSP search, and we will maintain that contact as the search progresses.

Over the next year the circulation services committee has several new projects we plan to undertake. As changes in the way our libraries' print collections are used continue in predictable ways, the committee will undertake a number of surveys to ensure our resources are being deployed effectively.

As print circulation continues to decline, circulation departments are increasingly providing other services, such as technology loans. The committee will undertake a survey of activities happening in our constituent libraries circulation departments.

We also plan to conduct a survey of statistics collected in the circulation departments of our member libraries: to see what statistics they are collecting, and identify best practices across the university and gaps in statistics collection. We hope to coordinate this with the Assessment Committee.

In response to the LibQUAL survey results, our knowledge of industry trends, (and the fact that there have been no significant loan policy changes in more than a decade), we will be reviewing our loan, renewal, and fine policies. We intend to bring any proposed changes to LAC by April 2017.