

CAUL

REGIONAL COOPERATION A REVIEW OF OPERATIONS

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(1) ADMINISTRATION/ MANAGEMENT	NEW SOUTH WALES UNISON	QUEENSLAND QULOC	SOUTH AUSTRALIA SAUL	VICTORIA CAVAL	WESTERN AUSTRALIA WAGUL
Members	13 University Libraries in NSW (includes 3 campuses of UWS, and NSW campus of ACU); and University of Canberra.	9 University Libraries in Queensland. Southern Cross University Library in NSW. State Library of Queensland has observer status.	3 University Libraries in SA	9 University Vice-Chancellors (CEOs) in Victoria. State Library of Victoria. Affiliated libraries include some amalgamated institutions and TAFE libraries.	4 University Libraries in W.A.
Officers	Convener is a Vice-Chancellor. Deputy Convener is a University Librarian, usually of the same institution as the Convener. The outgoing Deputy Convener is also automatically a members. Two other members are elected from the members of UNISON for a period of two years. Executive rotates every 2 years.	Convener elected for 2 years from University Librarians.	Chair at the host institution for the meeting	Board of Directors (12) plus Chairman. Council of 17 including affiliates. A number of CAVAL committees and working parties meet on a regular basis and report yearly to Council	Chairperson by annual rotation between the university librarians.
Executive Director and Other Staff	There is an Executive Committee.	Executive Officer (HEW7) for 20 hours per week for two years	N/A. Secretarial and similar support from host institution of the Chair	Chief Executive Officer. 5 Departmental Managers, 2 contract support staff and up to 40 casual project staff.	N/A. Secretarial and similar support from host institution of the Chair.
Constitution		No. Operates under agreed "Terms of Reference"	No	Constitution rewritten in 1999 and awaiting approval at AGM in May	Yes
Business Plan or Strategic Plan		No.	Planning document as a result of meeting November 1998	1998 "Program and Budget Paper" to be replaced by Strategic Business Plan currently under review and to be completed in mid-1999.	Yes
Membership Fees	\$1,000 per member.	Funded equally at \$3471.50 per member in 1998.	No	Yes. A Basic Service Chargebased on 50% of each member's previous year's total expenditure and 50% on each member's percentage of the total reciprocal borrowing. Affiliates pay only a fee based on reciprocal borrowing. In addition service levies are charged. 1999 fees range from \$11,605 to \$96,695 for members and \$300 to \$1580 for affiliates.	No

Frequency of Meetings	3 to 4 per year, often includes a special meeting, eg. joint UNISON and CAUDIT(NSW) meeting.	3 times a year. The 5 working parties meet 6 times a year (twice between each meeting of university librarians.	3 or 4 times a year. Special meetings as/it required	Board meets four times a year. Council meets four times a year.	4 times a year, with provision for special meetings.
Annual General Meeting		No	No	Yes.	No
Planning Meeting		No	First held in November 1998	Yes. Latest is "CAVAL Programs and Budget for 1999". 1999 Planning currently under review.	Yes, annually
Annual Report		No	Yes, since 1994.	Yes, since 1978.	Yes for 1993 and 1994 only.
Home Page	http://www.unison.nsw.edu.au	http://www.bond.edu.au/library/Quloc/Welcome.htm	Under consideration.	www.caval.edu.au	

(2.) RECIPROCAL BORROWING	NEW SOUTH WALES UNISON	QUEENSLAND QULOC	SOUTH AUSTRALIA SAUL	VICTORIA CAVAL	WESTERN AUSTRALIA WAGUL
EXISTING PROGRAMME	Yes. Amongst members.	Yes. Amongst members	Yes. Amongst members.	Yes. Amongst members and affiliates. Not State Library of Victoria.	Yes. Amongst members.
WHO CAN PARTICIPATE	All staff and students.	Nominated categories determined by each Institution.	All staff and students, and specified others.	All staff and students.	All staff and students.
PERIOD OF TIME	1 March to 28 February of the following year.	Until 31 January of the following year.	1 March to 28 February of the following year	Participants are enrolled for one year and are eligible to borrow during that time unless banned for a period due to unreturned material from one of the member libraries.	
FEEES	\$40 per year (\$15 registration and \$25 access) payable by each borrower. Some borrower subsidisation is applied by some libraries.		\$1.48 per loan, indexed. Net borrower reimburses net lender.	Yes. Based on number of borrowings from previous year. 1999 ca. \$0.34 per loan.	No
STATISTICS	Not available until 1999.		1997 = 48,401 loans 1998 = 54,341 loans	1997 = 344,883 loans	
PROCESS	Users complete application form on www, one for each library they wish to borrow from. Form is authorized and forwarded via email to host library. Use modified nost card.	Web application form. After completion and authorization, it is forwarded by email to the host institution, where the borrower's card is processed. Process under review.	Automatic registration at any opac terminal of any of the libraries. Computer systems check authorization. Process is overnight at UniSA, one hour at Adelaide and Flinders. Users are able to use their own ID or Library card at host libraries because barcodes are acceptable at all institutions	Students enrol at home library to obtain CAVAL RBP card. It is then stamped at quest library. Banned borrowers are entered into the COOL-CAT database and can be checked there for eligibility. Monthly banned borrower lists and borrowing statistics are issued by CAVAL.	Students produce proof of current enrolment at host library; staff may present letter of introduction or present themselves but their affiliation is checked by phone. Users are able to use their own ID or Library card at host libraries because barcodes are acceptable at all institutions.
OTHER INFORMATION	1999 is the first year of UNISON borrowing agreement. Previously UNISON was for academic and research staff and higher degree students only. Borrowers with overdue/fines/blocked status at host library are sanctioned at home library (ie. withholding exam results).	Scheme currently under review.	Blocked and dementit points are exchanged automatically by computer.	All students including undergraduates are eligible to enter the RBP. All operations and statistics are monitored by CAVAL.	

(3.) DOCUMENT DELIVERY ILL, PAGING, ETC.	NEW SOUTH WALES UNISON	QUEENSLAND QULOC	SOUTH AUSTRALIA SAUL	VICTORIA CAVAL	WESTERN AUSTRALIA WAGUL
	N/A	The QULOC Electronic Document Delivery Agreement is intended to provide a framework within which bilateral arrangements are then made. It is not necessarily the case that any particular library has the same arrangements with every other QULOC library.	No unified system. 1998 Planning Day signalled document delivery for review in 1999.	CAVAL operates an ILL service for the collections in the CARM Store. Material in the Consortium Collection are available to all libraries. SLV collections only available through the SLV. All loans are currently serviced within 24 hours.	All staff and postgraduate students may access document delivery services. Honours students have also been enabled by one or more libraries. Murdoch allows access to undergraduates, for a fee.
		To be covered by the agreement, requests must be submitted electronically and where copies of documents are supplied, these must be provided using an electronic document delivery system.	Flinders/UniSA offer free document delivery to each other.	No charges for full consortium members. One dollar less than ACLIS rates for two CAVAL members who are not members of the consortium and full ACLIS rates for all other libraries. Postage both ways for international requests.	The four libraries have secured state-based funds for installation of the LIDDAS system in 1999
		Service Standards include a 48 hour turnaround time for supply. The charge per item is \$9 between members in a bilateral agreement.	University of Adelaide provides a paging service from its Barr Smith Library, with documents provided at cost (average charge about \$3). Flinders and UniSA charge Adelaide \$3 for each ILL or DD. Delivery is linked to Courier Service.	Material sent via mail, fax and Ariel.	There are no charges for the loan of books; documents by ariel are charged against libraries at the rate of \$3 per document, reconciled annually on net lending/net borrowing figures.
		The QULOC Executive Officer collates statistics and supplies these to institutions for billing purposes.		The CAVAL information Delivery and Electronic Requesting (CIDER) Project will be completed in 1999. This project will use LIDDAS and Ariel to supply electronic ILL requests directly to requesters PCs. Further use of CIDER and LIDDAS by CAVAL and its members is currently under review.	Ariel using the JEDDS protocols is in use at all libraries, and the vast bulk of documents received/supplied are electronically processed.

(4.) COURIER SERVICE	NEW SOUTH WALES UNISON	QUEENSLAND QULOC	SOUTH AUSTRALIA SAUL	VICTORIA CAVAL	WESTERN AUSTRALIA WAGUL
	No		A daily courier service is operated .	CAVAL does not operate a courier service. We use the VTAC Courier service for member libraries and DX for other libraries.	No longer operates a courier service. ILLs are despatched using a government-operated courier for which the libraries do not pay any changes.
			25 Stops: all city and suburban branches of the university libraries, plus Joint Library Store, 7 affiliated hospitals, State Library of SA, Adelaide Institute of TAFE, and PLAIN Video Services.	Courier of CARM services. When the remainder of the manuscript collection and the patent collections are moved to the CARM Store we will use the SLY courier service. IF the CARM Store grows sufficiently to make an in-house courier service economical, it will be considered.	
			The costs are shared equally (about \$12,000 per university library). Other libraries pay modest amounts for a stop.		

(5.) COLLECTIONS	NEW SOUTH WALES UNISON	QUEENSLAND QULOC	SOUTH AUSTRALIA SAUL	VICTORIA CAVAL	WESTERN AUSTRALIA WAGUL
UNION CATALOGUE	No union catalogue. No plans to develop. Use ABN/Kinetica as union catalogue.	No union catalogue.	No union catalogue, but all use Dynix with menu options for other university libraries.	CAVAL operates the COOL-CAT Union Catalogue. This database contains all the holdings for the 10 member libraries and the CAVAL CARM Centre, over two million holdings. This catalogue also serves to operate the Borrowers files for the Reciprocal Borrowing Program.	There is no union catalogue and no plans to pursue one.
REGIONAL COLLECTIONS			1998 Planning Day signalled this as a activity in 1999.	The CARM Centre Consortium Collection currently contains over 200,000 volumes of research material including the Viclink Fiction Collection. The Store also houses the State Library of Victoria Manuscript Collection and their Patent Collection will be transferred in 1999.	There is a proposal for cooperative action on developing a digital library.
			Informal communication concerning journal cancellations, etc.		

(6.) TECHNICAL SERVICES	NEW SOUTH WALES UNISON	QUEENSLAND QULOC	SOUTH AUSTRALIA SAUL	VICTORIA CAVAL	WESTERN AUSTRALIA WAGUL
	UNISON has recently updated its list of expensive serials held by UNISON libraries.	Cooperative Purchasing. QULOC has in place an agreement with REUTERS Business Products. This agreement allows member libraries to share access hours to this product at a discounted price.	The 1998 Planning Day signalled this as an activity for 1999.	Acquisitions. CAVAL offers acquisitions searching and purchasing programs to members and other libraries. Currently purchases all monographs for a large NSW departmental library and foreign language purchases for a Victorian public library. Is capable of purchasing and processing serials as well. Service may or may not include cataloguing and end processing.	Contracts recently concluded for joint bulk purchase of monographs, complete with MARC data, through two agents (one for North American and one for the rest of the world).
				Customer Services. CAVAL offers a wide range of cataloguing services for English, Roman and Non-Roman script materials. Services can include various levels of end processing. CAVAL also offers authority control and record checking services.	Work is in progress towards joint purchase of serials.
					Cost study of cataloguing process was funded by WAGUL following which (by benchmarking against best practice) improvements have been made by at least two of the four libraries resulting in significant savings.

(7.) OTHER COOPERATIVE ACTIVITIES	NEW SOUTH WALES UNISON	QUEENSLAND QULOC	SOUTH AUSTRALIA SAUL	VICTORIA CAVAL	WESTERN AUSTRALIA WAGUL
STAFF DEVELOPMENT & TRAINING	UNISON developed an internship scheme. However, it has lapsed due to lack of interest.	QULOC Working parties conduct a number of seminars throughout the year.	Staff Development Officers of the three libraries meet several times a year to share information and plan cooperative training, etc.	CAVAL offers a wide range of programs to both members and non- members libraries. Although most programs have centered on Cataloguing and Technical Services a broader range of training will be offered in future. All training programs are offered at cheaper rates to member libraries.	A staff exchange scheme was in place for several years but it did not prove to be a great success, and has ceased.
EQUIPMENT		Job Exchanges and secondments are advertised via the QULOC electronic lists.	Job exchange scheme exists but is not used.	CAVAL has established joint equipment purchases in the past and will consider them in the future if proposed. CAVAL currently investigating joint purchases of database packages and joint negotiations with suppliers for better rates.	A shared server for the LIDDA system (see ILL, Document Delivery Section)
LIBRARY STORES			Flinders and Adelaide operate a Joint Library Store, located on the Flinders Campus.	CARM Centre will hold close to one millions items in its current storage facilities. Store is joint ownership, last copy research material collection. New uses and expansion of the Store are currently under consideration and a new business plan will be drawn up in 1999.	Proposal to develop a joint library store may be a likely project for the period 2000 on.
INFORMATION EXCHANGE -- SHARING		Operates a number of closed 'listservs' for the purposes of information sharing and exchange. The Working Parties, Reference Groups and University Librarians' Committee have individual lists, administered by the Executive Officer. Part of the Working party meetings involves exchange of information on any issue which members care to raise.		CAVAL libraries exchange information on cataloguing.	