MINUTES OF A MEETING OF THE AUSTRALIAN UNIVERSITY LIBRARIANS
held in the Menzies Library, Australian National University, 22nd August, 1965, at 9.30 a.m.

Present:

Messrs. Borchardt, Bryan, Clark, Fielding, Flowers, Graneek, Jenks, Macfarlan, Metcalfe, Raymond, Rogers and Scott. Later Mr. Horton, Librarian-Elect of the University of New South Wales, was invited to join the meeting.

Chairman:

The meeting was under the chairmanship of Mr. J.J. Graneek.

Formal constitution of the Committee of Australian University Librarians:

It was resolved that the group formally constitute itself as a committee to be known as the Committee of Australian University Librarians (C.A.U.L.).

It was resolved that the membership of C.A.U.L. should be those University Librarians whose institutions had representation on the Australian Vice-Chancellors' Committee.

It was resolved that Mr. N. Stockdale, the Librarian of the University of Adelaide at Bedford Park, should be invited to join this Committee.

Election of Chairman:

It was resolved that the chairmanship of C.A.U.L. should be according to an order determined by the establishment dates of the universities. In accordance with this principle Mr. Harrison Bryan, Librarian of the University of Sydney, accepted appointment as the first Chairman of the Committee.

It was resolved that the term of office of each chairman should be two years.

It was resolved that Mr. Graneek should continue to chair the present meeting.

Election of Secretary:

The meeting considered it desirable that the Secretary should be resident in the same city as the Chairman, if this was possible. Mr. D.B. Scott, Librarian of Macquarie University, was elected Secretary.

It was decided that the election of Mr. Scott to the position of Secretary should be without prejudice to future elections for the position of Secretary in view of the possible desirability of electing a deputy librarian in some instances.

Special grant to Australian university libraries in the triennium 1967-69:

Mr. Graneek made a confidential report to the Committee to the effect that he understood it was likely that the Australian Universities Commission would make $1 million available to the universities in the 1967/69 triennium in order to make good some deficiencies in university library collections in Australia. The money would be allocated to individual institutions on the advice of a committee to be set up by the A.U.C. and that committee would include representation of the University Librarians.
Establishment of new university libraries:

There was considerable discussion over the possibility of making representation to the A.U.C. to draw the attention of the Commission to the fact that

a) new universities should have working collections processed and ready for use in their libraries before they open, and

b) the funds to purchase the initial book and periodical stock should be drawn from capital expenditure and not from recurrent grants.

Finally it was resolved that the Secretary should draw up a draft letter to the A.U.C. which will be circulated to members of C.A.U.L. for their comment.

Inter-library-loans:

Mr. Horton presented a statement which appears as Appendix I to these minutes.

It was resolved that the university libraries should investigate inter-library-loan costs during a sample month in the near future, and that the whole question of payments between university libraries for xerox and other types of copied material should be reconsidered at the next meeting after circulation of the information coming out of the cost investigations.

Standards of university library provision:

Mr. Horton presented to the meeting a statement on standards which appears as Appendix II to these minutes. After some discussion it was decided that the wisest thing to do would be for members of the Committee to consider this whole question with some care and that the matter should be brought before the next meeting of C.A.U.L.

University library statistics:

The Committee welcomed the offer of the University of Tasmania Library to continue requesting and tabulating university library statistics.

Mr. Jenks, Acting Librarian of the University of Tasmania, was invited to make any amendments he may wish to the form of the questionnaire and to the form of the tabulated results which he may consider desirable. Individual members with amendments or comments to make about the questionnaire or the tabulated results were invited to write directly to Mr. Jenks, and to send copies of their letters to fellow members of C.A.U.L.

Some concern was expressed by the meeting over delays in having the statistics published in the Library Association of Australia, University and College Section, News Sheet. It was resolved to approach the section to make appropriate arrangements for publication as soon as possible after the material becomes available from the University of Tasmania Library.

It was noted that some delay in completion of the statistics was caused by a lack of information about university expenditure as a whole in individual institutions. It was resolved that the librarian of each University should circulate to his colleagues, as early as possible, an incomplete copy of the statistics if he was having difficulty in obtaining final figures in any category.
It was resolved to invite the Librarian of the University of Adelaide at Bedford Park to contribute statistics to the University of Tasmania for collation in the final tables.

Date of next meeting:

It was resolved that the next meeting should be held on Wednesday, 3rd November, 1965 in the Menzies Library beginning at 9.30 a.m. Mr. Harrison Bryan advised the meeting that he would be abroad at that time and the Committee invited Mr. Graneek to take the chair on that occasion.

The meeting closed at 11.50 a.m.

J.J. Graneek
Acting Chairman
APPENDIX I

Inter-library-loans:

Quite a number of the University Libraries now provide xerox copies of articles and serials rather than lending the serials themselves, and if I remember correctly the position at the moment is that with the exception of Melbourne, Adelaide and New England, no charge is made for these copies. Melbourne, Adelaide and New England all charge the requesting library 1/- per page. Melbourne only charges if the article is more than 10 pages.

It seems to me that either we should all charge, or all not charge.

The amount of money is trivial but the time that is involved in messing about with apments is in my opinion completely wasted. Presumably those librarians who do charge will argue that they have to make a payment into their own accounting system and therefore they fell they must charge, but this is exactly my position and I take as an administration cost the expense of copying as a substitute for inter-library-loans.
Standards for university libraries:

I am sure that if we could agree on some standard level for the provision of money for books and staff that we would find it easier to encourage our various Administrations to provide more money for libraries.

I know that a figure of a minimum of 5% of the universities' recurrent expenditure has been mentioned as a minimum percentage which is necessary for the provision of reasonable library facilities but of course this sort of provision would not produce enough money for some of the smaller universities.

I have tried to work out figures for my own institution and I would be interested to know the reaction of other University Librarians to these figures.

It is estimated that at the University of New South Wales, to provide satisfactory library service it is necessary to have £15 per equivalent full-time student spent on books, periodicals and binding. In addition to the standard A.U.C. measure that makes one part-time student equivalent to one equivalent full-time student, it is felt that three units must be allowed for each higher degree student.

For every £2 that is provided for the above vote then £1 should be provided to process the books and to provide for their maintenance.

To provide service to the members of the university, it is estimated that £8 per equivalent full-time student is needed, the equivalent full-time student level again being calculated after multiplying the higher degree students by three.

I realise that these figures may not apply to all other universities and I am rather surprised at my own audacity in venturing them for my own, but I would be interested to have the opinion of other university librarians as to the usefulness of preparing standards and also to have some comment on the standards I have suggested.