

Cornell University Library  
Annual Statistics  
*2001/2002*

The logo consists of a solid black square with the word "CORNELL" written in white, uppercase, serif font, centered within the square.

CORNELL

# **ANNUAL STATISTICS 2001/2002**

The Cornell University Library's annual statistical report is prepared by the Library Administration.  
Please direct questions, comments or requests for copies to:

Library Administration  
Cornell University  
201 Olin Library  
Ithaca, New York 14853-5301

Telephone: (607) 255-3393  
Fax: (607) 255-6788

October 2002



University Library

**Sarah E. Thomas**  
*Carl A. Kroch University Librarian*

201 John M. Olin Library  
Ithaca, NY 14853-5301

Telephone: 607-255-3689  
Fax: 607-255-6788  
Email: [set9@cornell.edu](mailto:set9@cornell.edu)  
Web: [www.library.cornell.edu](http://www.library.cornell.edu)

November 5, 2002

SUBJECT: ANNUAL STATISTICAL REPORT

Dear Reader,

I am pleased to present this statistical information about the resources and services of the Cornell University Library and to point out a few items of particular interest.

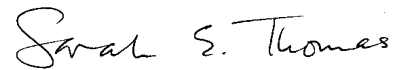
We are continuing to see dramatic growth in the number of networked resources the Library is making available for use and in electronic access to the Library. Table 8, Networked Electronic Databases, shows that the number of full-text journals available by title through the Library Catalog and through the e-Journal Title List increased by more than 14,000 or 267%, while the total number of networked resources rose by 339%. The number of hits against the Library Gateway, the Library's Web site, increased by 10% to over 54 million. A new statistic we began tracking this year in Table 7c shows that there were over 164,000 article views through the Library's electronic reserve system. This was the first year the system became available campus-wide. The Music Library's sound reserves system recorded over 229,000 as well. At the same time, Table 14 shows that general circulation of the physical collections (those items checked out or renewed) increased by over 7% to more than 1,167,000 items. Laptop computers represented over 61,000 of these transactions (see Table 7a.) Nine of the Library's nineteen units offered laptops on loan. Table 7b shows the popularity of the enhanced returns service which allows material borrowed at one library unit to be returned to another. Over

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92,000 items were returned to a unit other than the one the item was borrowed from. Table 14 shows that the number of reference services continued to decline, by 3%, while the number of instruction sessions increased by 4% and the number of participants in these sessions increased by 10%. The number of titles cataloged increased by 31%, a significant rebound after the decline in 2000-01 due to the impact of the migration to Voyager, the new library management system.

I welcome your comments and questions about this report.

Sincerely,

A handwritten signature in cursive script that reads "Sarah E. Thomas".

Sarah E. Thomas  
University Librarian

# CORNELL UNIVERSITY LIBRARY - ANNUAL STATISTICS 2001/2002

July 1, 2001 - June 30, 2002

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Definition of Terms.....iii

## DEFINITION OF TERMS USED IN THE CUL ANNUAL STATISTICAL REPORT

**Added:** Added physical units or titles are those units or titles that have been cataloged according to *Anglo-American Cataloging Rules* or for which other inventory records have been made available to users (e.g. minimal or provisional catalog records, accession records, or records in a database file).

**Circulation:** The act of lending an item from the library's collection for use generally (although not always) outside the library. This activity includes charging, either manually or electronically, and also renewals, each of which is reported as a circulation transaction.

**Enhanced returns:** This policy allows borrowed items to be returned to any campus library.

**Instruction sessions:** Information contacts in which a staff member, or a person invited by a staff member, provides information intended for a number of persons and planned in advance. Information service to groups may be either bibliographic instruction or library use presentations, or it may be cultural, recreational, or educational presentations. Presentations both on and off the library premises are included as long as they are sponsored by the library. Does not include meetings sponsored by other groups using library meeting rooms.

**Interlibrary loan:** A transaction in which library material, or a copy of material, is made available by one library to another upon request. It includes both lending and borrowing. The libraries involved in interlibrary loan are not under the same administration or on the same campus.

**Manuscripts:** Works written by hand or typed, including manuscript books, dissertations, letters, speeches, etc., legal papers, including printed forms completed in manuscript, and collections of such manuscripts. Includes archival material.

**Microforms:** Photographic reproductions of textual, tabular, or graphic material reduced in size so that they can be used only with magnification. The two main types of microforms are microreproductions on transparent material, including roll microfilm, aperture cards, microfiche, and reproductions on opaque material.

**Non-book materials:** Materials that are displayed by visual projection or magnification or through sound reproduction, or both, including sound recordings, motion pictures and video recordings, and graphic materials. Also included are maps and computer files.

**Printed volume:** A single physical unit of any printed, typewritten, handwritten, mimeographed, or processed work, distinguished from other units by a separate binding, encasement, portfolio, or other clear distinction, which has been cataloged, classified, and made ready for use. This is typically the unit used to charge circulation transactions. Includes monographs and bound volumes of serials.

**Reference transaction:** An informational contact that involves the knowledge, use, recommendations, interpretation, or instruction in the use of one or more information sources by a member of the library staff. The term includes information and referral service. Information sources include: 1) printed and non-printed materials; 2) machine-readable databases (including computer-assisted instruction); 3) the library's own catalogs and other holdings records; 4) other libraries and institutions through communication or referral; and 5) persons both inside and outside the library. When a staff member utilizes information gained from previous use of information sources to answer a question, report as a reference transaction even if the source is not consulted again during this transaction. Directional transactions must NOT be counted as reference transactions.

Definitions (continued):

**Serial:** A publication in any medium issued in successive parts bearing numerical or chronological designations and intended to be continued indefinitely. Includes periodicals; newspapers; annuals (reports, yearbooks, etc.); the journals, memoirs, proceedings, transactions, etc. of societies; and numbered monographic series.

**Sound recordings:** Material on which sounds (only) are stored (recorded) and that can be reproduced (played back) mechanically or electronically, or both. This includes audiocassettes, audiocartridges, audioreels, talking books, compact disks, and other sound recordings.

**Subtracted:** Physical units that are withdrawn from CUL, or transferred from one CUL library to another.

**Title:** The designation of a separate bibliographic whole, whether issued in one or several volumes, reels, discs, slides, or other parts. A book or serial title may be distinguished from other such titles by its unique International Standard Book or Serial Number. The term applies equally to print, audiovisual, and other library materials. For unpublished works, it is the term used to designate a manuscript collection or an archival record series. When vertical files materials are counted, a file folder is considered a title.

**Withdrawn:** Withdrawn physical units or titles are those that have been removed from library collections and for which catalog records have been removed or marked to indicate that the units are no longer in the collections. *See also added and subtracted.*

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## LIBRARY RESOURCES

**TABLE 4: GROWTH OF MANUSCRIPT MATERIAL — JULY 1, 2001 - JUNE 30, 2002**

<b><u>Unit Libraries/Departments</u></b>	<b><u>Cubic Feet at Beginning of Year</u></b>	<b><u>Cubic Feet Added</u></b>	<b><u>Cubic Feet Subtracted</u></b>	<b><u>Cubic Feet at End of Year</u></b>
Industrial & Labor Relations Labor Mgmt Documentation Center	11,217 *	129	0	11,346
Medical Archives	6,505 *	54	50	6,509
Rare & Manuscript Collections	<u>19,927 *</u>	<u>259</u>	<u>2</u>	<u>20,184</u>
<b>Subtotal</b>	37,649 *			38,039
 <b><u>Library Annex</u></b>				
Industrial & Labor Relations Labor Mgmt Documentation Center	6,464 *	0	0	6,464
Rare & Manuscript Collections	<u>21,018 *</u>	<u>322</u>	<u>4</u>	<u>21,336</u>
<b>Subtotal</b>	27,482 *			27,800
<b>TOTAL</b>	<b><u><u>65,131 *</u></u></b>	<b><u><u>764</u></u></b>	<b><u><u>56</u></u></b>	<b><u><u>65,839</u></u></b>

\* Corrected total

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