

1981

HSLIC Annual Report FY1980-81

University of New Mexico Health Sciences Library and Informatics Center

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DIRECTOR'S OFFICE

ANNUAL REPORT

1980-1981

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medical center library
university of new mexico

THE UNIVERSITY OF NEW MEXICO
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Office of the Director
Medical Center Library
The University of New Mexico
Albuquerque New Mexico 87131

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1980- 1981
University of New Mexico.
Medical Center Library
Annual report

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UNM MEDICAL CENTER LIBRARY

STATEMENT OF MISSION AND GOALS

MISSION

The mission of the UNM Medical Center Library is to provide services and resources to meet the present and future scholarly and informational needs of the UNM Medical Center community, to participate in the educational process and, insofar as possible, to share its resources with the health sciences and health care community of the State of New Mexico in harmony with the overall policy of the University in general and the UNM Medical Center in particular.

GOALS

The basic goal of the UNM Medical Center Library is to facilitate access to information, materials, and services for members of the UNM Medical Center community, including the UNM School of Medicine, College of Nursing, College of Pharmacy, the Dental Programs and Allied Health Program, as well as a number of affiliated research and patient care institutions on the UNM Medical Center Campus.

As the only comprehensive health sciences literature collection in New Mexico and the entire southern Rocky Mountain area, the UNM Medical Center Library constitutes a vital state resource. Its second major goal, therefore, is to serve the biomedical information needs of the broader New Mexico health sciences community through an active and varied outreach program. An important common endeavor on the part of the entire staff for fulfilling these two objectives is to acquire, process, disseminate, and preserve Library materials.

As the major information resource for professionals supplementing and supporting health care providers, e.g., health planners and educators, the Medical Center Library is an active force in disease prevention and health promotion in the New Mexico community. Its third goal, therefore, is to coordinate and improve access to health information through promotion of resources and cost-sharing mechanisms among existing agencies at the state and local levels.

UNM MEDICAL CENTER LIBRARY

1980-81 Calendar of Events and Accomplishments

- JULY
- High school students participating in Albuquerque Public Schools Career Enrichment Center program receive biomedical literature orientation.
 - New House Officers orientation held.
 - New Chief, Collection Development appointed.
 - ILL journal request analysis for FY 79-80 completed.
 - Atlas Collection moved to Media Center.
 - Media Center initiates exhibits.
- AUGUST
- Orientation for new Nursing faculty.
 - Three year statewide plan completed and submitted to Health and Environment Department's Improved Pregnancy Outcome Project.
 - Journal Sample File established in Collection Development Office.
 - Update of ILL procedure manual completed.
 - First MCL technicians begin in-depth training on NLM data bases.
- SEPTEMBER
- Administrative Coordinator appointed.
 - Accounting Unit reorganized into Adminis. Coordinators Office.
 - Library receives third contract from IPO Project.
 - Fifteen Maternal & Infant Care core collections ordered in cooperation with IPO for placement in eight New Mexico Public Libraries, six bookmobiles, and Books by Mail service.
 - Presentation of Medical Center Library's Outreach Program to New Mexico School Health Association.
 - Formal instruction sessions held for graduate students in Basic Sciences, Nursing, Health Education; first year PCC students and beginning Nursing students.
 - Review initiated of all monographic serials.

- ILL cost/time analysis completed.
- Four IBM copiers installed, replacing Xerox machines.

OCTOBER

- Pharmacy and Physical Therapy instruction/tutorial sessions.
- Contract between UNM Medical Center Library and IPO Project, NM Health and Environment Dept. Promotional campaign launched with design of poster for statewide distribution.
- Medical Center Library's Outreach Program presented to New Mexico Hospital Auxiliaries Association.
- Medical Center Library's Outreach Program presented to representatives of the Centers for Disease Control.
- "Your Opinion Please" form initiated to capture user opinion of books borrowed on Interlibrary Loan.
- "Consumer Health Information: a Shared Venture": paper presented at MLA South Central Regional Group Annual Meeting, New Orleans.
- Collection Maintenance Unit created to preserve Library's collection and maintain high quality access for user public.
- Four new videoplayers received in Media.
- Six Medical Center Library "Information Searching Guides" developed. Included are: Index Medicus; Index to Nursing and Allied Health Literature; International Nursing Index; Science Citation Index; Current Contents; Psychological Abstracts.

NOVEMBER

- Third three-day Information Clinic held for North Campus support staff.
- Faculty Journal Review Project initiated to evaluate new subscriptions and continuations.
- Library materials security policy revised.
- National Library of Medicine Grant, "Clinical Information Searching-Research & Instruction," approved for three years.
- Regular monthly shelf reading by two-thirds of staff instituted.

DECEMBER

- Mining Bibliography published.
- Posters publicizing IPO Perinatal Resource collection mailed to all New Mexico Public Libraries and District Health Offices.
- Library discontinues regular purchase of Proceedings and Conference literature published as monographs.

- Five Year Faculty Plan and Policy and Procedure Manual Planning Document completed.

JANUARY

- "Techniques in Self-Education" elective held for 1st, 2nd, and 4th year medical students.
- Drug Information Center Director holds five 1-1/2 hour seminars on specialized drug information resources for reference staff.
- Presentation on Medical Center Library's Outreach Program to New Mexico Hospital Association Education Committee.

FEBRUARY

- Completed Data Processing Systems Specifications & Requirements.
- Consultation visit to Checkerboard Area Health Service in Cuba, New Mexico.
- Instruction and orientation sessions held for PCC, Dental Hygiene and Diet Therapy students, as well as for CRTC Nursing staff.
- Presentation made to Medical Center Library Committee on Collection Development programs and issues.
- Seminars presented by Candidates for Chief of Outreach Program and Chief of Public Services.
- Visit by new Director of George Washington University Medical Center Library.
- National League for Nursing publications transferred from Acquisitions to Serials for shelving with bound journals.

MARCH

- New Chief of Outreach Programs appointed.
- Consultation for staff member in charge of Family and Community Medicine's library aids in its updating/improved organization.
- Consultation visit to Acoma-Canoncito-Laguna Hospital.
- Sierra Vista Hospital (T or C) joins NCME Bicycle Program.
- Medical Center Library selected as one of ten library outreach programs nationwide to document its program under contract to Centers for Disease Control.
- Final Report, TALON Technician Project.
- Index/Abstract collection shifted to provide more shelf space and easier user access.

APRIL

- Presentation to Drug Information Center on computerized data bases responsive to drug and poison information needs.
- Consultation with Library Director from Public Health Service Hospital, Chinle, Arizona.
- Six Month (October 1980-March 1981) IPO/UNM Medical Center Library Progress Report completed.
- Three day book sale of unneeded gifts yields modest income and enthusiastic customers.
- Six month review of IPO materials use reveals statewide viewing audience of over 10,000.
- Presentation of Medical Center Library's Outreach Program to New Mexico Library Association Trustees.
- Mining Bibliography exhibit at American Indian/Alaska Native Nurses Association 7th Annual Conference (Albuquerque).
- Subcontract negotiated between Centers for Disease Control and Medical Center Library.
- Pilot project begun on cataloging input of materials for Dept. of Neurology. A possibility exists for extending these services to other organizations and departments.

MAY

- Fourth Information Clinic held for North Campus support staff.
- Consultation with Manager of Graduate Nursing library.
- NM Health Information Planning Group chaired by Medical Center Library staff designs and distributes Public Library survey.
- Six month listing of Medical Center Publications issued as supplement to adobe medicus (v.4, no.3).
- Collection Space Needs analysis revised; five year projection completed.
- Generated Five Year Plan 1980-1985: UNM/MCL Statement of Mission, Goals, Objectives.
- Medical Center Library active serials vendor analysis completed.
- ACS annual briefing session.
- User Services annual briefing session.
- Cataloging and Collection Maintenance annual briefing session.
- Acquisitions and Serials annual briefing session.

JUNE

- Fifth Information Clinic held for North Campus support staff.
- Campus-wide Serials Rationalization project begun.
- Library Faculty Policies and Guidelines issued.
- Library Statement of Mission, Goals, and Objectives drafted.
- Library Bookkeeping/posting system totally reorganized.

MEDICAL CENTER LIBRARY EXHIBITS 1980-81

"Dead Men Do Tell Tales," a four part exhibit prepared and presented by the Department of Clinical Anthropology, June 1980 through August 1981.

- "In the Good Old Summer Time..." (heat; insect and snake bites)
- College of Nursing 25th Anniversary commemoration featuring faculty publications
- "Alcoholism is a Family Affair"
- "Teenage Pregnancy"
- "Politics of Health Care"
- "Early Childhood Development"



director's report

The Year in Review

Two separate but interlocking concerns dominated the work of the Medical Center Library this past year. One involved escalation of a systematic and carefully monitored collection development program. Linked to this were the ongoing efforts of stringent cost containment and a partial re-definition of the Library's collection policies. The other had to do with the relentless rise in subscription prices which outstripped resources by an ever increasing margin during the past three years. This growing strain on resources forced us into a "no growth" posture with regard to library subscriptions, and caused cancellation of 49 journal subscriptions, bringing the total to 169 in three years.

Despite these and other measures to control expenditures, a 15% deficit in the library materials budget this past fiscal year was unavoidable. Midway through the year an unexpected 28% price hike in journal subscriptions literally devoured funds earmarked for book acquisitions. Prior commitments left us no choice but to incur a materials budget deficit. Personnel budget savings gained by a deliberate slowdown in filling vacancies as they occurred, and postponing some faculty recruitment actions allowed us to offset most of this deficit by year's end.

As a result, however, temporary staff shortages in various areas prevented the Library from reaching some of its goals for the past year. Manpower was lacking for projects such as a much needed inventory of the 60,000+ volume bound journal collection, high on the list of priorities for the coming year, and designed to identify gaps to be filled in the Library's holdings. Another of several other projects postponed for the same reason was the integration of the Library's separate Government Document collection into the monograph and textbook collections, important because no adequate access to this valuable collection exists at present. Other significant events and programs receiving prime attention are further detailed below.

The five-year automation program continued its development toward an integrated library system. Principal tasks entailed the preparing of staff for this important aspect of the Library's computer applications. Staff gained much experience and confidence in a radically different approach to providing services and establishing bibliographic controls. User access to the collection was improved through various means ranging from physical relocation of materials to the addition of bibliographic instructional tools and devices.

The Library's statewide health information services outreach programs were extended to various segments of the New Mexico community. A broader scope, and greatly expanded services to the state, principally in support of the Improved Pregnancy Outcome Project of the New Mexico Health and Environment Department, characterized a successful year for the Library's Community Service component.

The Medical Center Library, having attracted wide attention to its program, was chosen as a model along with nine other institutions in the United States to document its Health Information Services Outreach program, one of the few statewide programs managed by a single academic health sciences library. The information in Table 1 shows the Outreach program's scope as well as coverage by New Mexico counties.

Faculty Activities

Increased contact and interaction with teaching faculty and academic affairs characterized the Library faculty's efforts this past year. Faculty serve on the School of Medicine Curriculum Committee, Behavioral Science Vertical Committee, the Primary Care Curriculum Committee, the Computer Committee, the UNM Faculty Senate and, of course, the Medical Center Library Committee. Library faculty also participated in a national study conducted under the auspices of the American Association of Medical Colleges (AAMC) and the National Library of Medicine. A policy analysis of the critical issues in health information handling for the academic health sciences library, and the planning principles that might guide institutions in managing for change in the next decade are the chief targets of this study.

A series of important policy and planning documents was developed by Library faculty this year. Designed to guide future services and activities, these documents include a study of the growing space problem, and identify options for accommodating future collection growth. An eight page bibliography included in this report reflects the range of policy and planning documents produced during 1980-81.

The function of the Medical Center Library as a research library in contrast to that of a lending library was addressed by the faculty. Rather than presenting an image of the Library as an obstacle course of missing titles, the Library seeks to maximize availability of materials and access to these at all times for use by its immediate clientele: the faculty, students, and research staff of the Medical Center. Equally important, a service capability for the Library's statewide outreach program, serving physicians and all other health care professionals throughout New Mexico, is being maintained. Instead of merely promoting library borrowing among students, for example, the Library offers a flexible, versatile, and extensive education and orientation program designed to develop information seeking skills in students and to expose them to a wide range of resources and the various ways these can be accessed.

The Library's educational and instructional programs showed healthy growth. More than 70 instructional sessions excluding so-called "orientation tours" were held, principally for the School of Medicine and the Colleges of Nursing and Pharmacy, with additional sessions for Allied Health and Main Campus classes. Library instruction reached 67% of the Medical Center's total number of incoming students; class participation ranged from a low of 22% among Undergraduate Medical students to 100% for Graduate Basic Sciences students. The School of Medicine continued to command the largest share of staff time for the Library's educational program. While attendance for library instruction among Freshmen is low, the Self-Education elective, an 8-week small-group seminar, attracted more first, second, and third year students, and was conducted twice.

In January, a major three-year research proposal was funded by the National Library of Medicine and initiated under the Chief of Educational and Instructional programs as principal investigator. As a result, several instructional sessions were conducted by other staff members.

Documentation and Publications

This past year also witnessed an inordinate rise in the need for information in the form of documents and publications for purposes of accountability, position and policy statements, formal communication, instruction, and clarification. In an effort to document and communicate its activities, Library staff produced nearly 800 pages of text, much of it designed for public distribution. A selected bibliography is included in this report. While it does not reflect all portions of last year's activities, it nevertheless speaks eloquently of the range of services provided and the Library staff's enormous capacity for hard work (see Table 2).

Staff Development

In contrast to many health sciences libraries in the United States, the UNM Medical Center Library does not employ professional librarians to head its service units, such as Circulation, Cataloging, Interlibrary Loan, Media Center, etc. Instead, the Library has a cadre of highly trained and qualified technicians of varying ranks and seniority who perform these important Library Operations functions. Since few formal health sciences library technician training programs exist in the United States and national recruitment of technicians is beyond our means, the Medical Center Library has, over the past four years, conducted extensive in-house training to provide new technicians with those skills necessary to fill unit head, supervisory and other responsible technical positions. Of 14 technicians and management support staff now on board, 11 joined the Library since 1977, the year the Library moved into new quarters. With the exception of two individuals--one a keypunch operator and one with some exposure to word processing--none brought those skills required in an automated environment. Today, all technicians are familiar with interactive systems and possess the various skills needed to access, via terminals, a variety of databases. Results of this training program are reflected in Table 3.

Such intensive training is essential in developing career ladders to retain highly trained and competent Library staff for a first rate organization. As indicated in Table 4, more than 70% of all groups (Clerical, Technical, and Faculty) have been employed in the Library for more than one year, and nearly half have been here two years or more. The high rate of year-end vacancies (16%) reflects a deliberate economizing move to offset a budget deficit caused by inflationary price increases of journal subscriptions.

Future Plans

The coming year will witness full implementation of the Library's inventory-based online circulation system. Bar coding the collection and linking various existing functions will lead to the five-year automation project's final phase in FY 1983/84.

Space for the growing collection is a critical issue. By early fall 1982, the Medical Center Library's third floor stacks, which house the textbook and monograph collection, will be filled to capacity. While a series of space saving measures were initiated, more drastic steps must be taken in the near future to assure room for growth in the next decade. Proposals to that effect were submitted to the Medical Center Administration during 1981.

Clinical and information services will receive special emphasis, particularly as they relate to patient care facilities of the Medical Center. Community outreach will continue to be a major service area of this Library.

Summary

Economics has become the watchword in academic libraries. Their days of being mere sanctuaries of recorded wisdom and knowledge are past. The cost of information and information services and the library's value as a supportive arm of the university system's broadening goals is becoming more critical. Libraries must cope with the difficult task of balancing their traditional mission with the challenges of cost containment in the marketplace. New ways must be found to enhance the "communication value" of their resources through application of new technology and re-adjusting roles to remain responsive to the environment.

It is, therefore, with a sense of satisfaction that the five year summary is presented here. It testifies to the expansion of services in response to rising user demand in a growing medical center, with only a 2% increase in manpower, and a modest increase in purchasing power for library materials (see Table 5). New programs, especially as they relate to community outreach and education, will make their debut in a future report, when progress can be traced through a longitudinal view of the Library's growth and development.

In conclusion, I extend sincere appreciation to the Medical Center Administration for its unflinching support received during this past year, and for the trust and confidence shown to this Library and its endeavors. In addition, I wish to proclaim my tremendous sense of pride in having the privilege of working with a staff whose competence, skill, and dedication is approaching true excellence.



Mrs. Erika Love, Professor and Director
Medical Center Library
The University of New Mexico
Albuquerque, New Mexico 87131

September 1981

Table 1

UNM MEDICAL CENTER LIBRARY OUTREACH PROGRAM COUNTIES SERVED

County	Population US Census 1980 (Advance counts)	Interlibrary loan to health care Agencies and Document Delivery centers	Improved Pregnancy Outcome (IPO) Project	Continuing Medical Education for Physicians	Health Information Planning Group/Workshops 1980	Primary Care Curriculum (PCC) Preceptor/Liason Educators	Hospital Library Consultation/ Training sessions	Telephone User Survey (4 months) 1981-Indiv. Served	Exit Survey-Indiv. Served (4 weeks) 1981	County-Physician Population	Physicians Outreach Program
Bernalillo	419,700	X	X	X	X	X	X	X	X	1053	X
Catron	2,720	X	X	X	X	X	X	X	X	1	X
Chaves	51,103	X	X	X	X	X	X	X	X	62	X
Colfax	13,706	X	X	X	X	X	X	X	X	15	X
Curry	42,019	X	X	X	X	X	X	X	X	30	X
De Baca	2,454	X	X	X	X	X	X	X	X	2	X
Dona Ana	96,340	X	X	X	X	X	X	X	X	89	X
Eddy	47,855	X	X	X	X	X	X	X	X	41	X
Grant	26,204	X	X	X	X	X	X	X	X	26	X
Guadalupe	4,496	X	X	X	X	X	X	X	X	2	X
Harding	1,090	X	X	X	X	X	X	X	X	0	X
Hidalgo	6,049	X	X	X	X	X	X	X	X	2	X
Lea	55,634	X	X	X	X	X	X	X	X	36	X
Lincoln	10,997	X	X	X	X	X	X	X	X	13	X
Los Alamos	17,599	X	X	X	X	X	X	X	X	35	X
Luna	15,585	X	X	X	X	X	X	X	X	6	X
McKinley	54,950	X	X	X	X	X	X	X	X	26	X
Mora	4,205	X	X	X	X	X	X	X	X	2	X
Otero	44,665	X	X	X	X	X	X	X	X	30	X
Quay	10,577	X	X	X	X	X	X	X	X	6	X
Rio Arriba	29,282	X	X	X	X	X	X	X	X	21	X
Roosevelt	15,695	X	X	X	X	X	X	X	X	4	X
San Juan	80,833	X	X	X	X	X	X	X	X	54	X
San Miguel	22,751	X	X	X	X	X	X	X	X	24	X
Sandoval	34,799	X	X	X	X	X	X	X	X	16	X
Santa Fe	75,306	X	X	X	X	X	X	X	X	149	X
Sierra	8,454	X	X	X	X	X	X	X	X	10	X
Socorro	12,969	X	X	X	X	X	X	X	X	6	X
Taos	18,862	X	X	X	X	X	X	X	X	25	X
Torrance	7,491	X	X	X	X	X	X	X	X	3	X
Union	4,725	X	X	X	X	X	X	X	X	3	X
Valencia	60,853	X	X	X	X	X	X	X	X	20	X

Table 2

Library Documentation and Summary		
Item Description	No. of Items	No. of Pages
Contract/Grant Proposals and Reports	6	142
Planning Documents	8	111
Policy and Position Statements	5	48
Publications for Public Distribution	19	457
Consultations/Hospitals, etc.	2	20
Total	40	778

TABLE 3

UNM MEDICAL CENTER LIBRARY
TECHNICAL SKILLS TRAINING PROGRAM

TECHNICAL AND PROGRAM SUPPORT STAFF BY POSITION	TECHNICAL SUPPORT LOCAL					TECH. SUPPORT NETWORKS					ELECTRONIC MAIL INFO			
	Keypunch	Minicomputer Term. Int'act	Wordprocessor	Typewriter - 100+ wpm		SERLINE	OCCL/Searching Name/Author File - Cat/line	CATLINE	DCCL/ Input		OCCL - ILL	Telemail	TWX	Medline
Head, Acquisitions						X	X	X	X					
Cataloging	X					X	X	X	X					
Circulation		X												
Collection Maintenance		X	X											
Interlibrary Loan						X	X	X		X		X	X	
Media Center							X							
Serials		X				X	X	X	X					
Systems Input	●	X	X			X		X						
Day Supervisor, Circulation		X												
Evening Supervisor, Circulation							X			X		X		
Program Specialist		X	X	●										
Technician, Cataloging						X	X	X						
Technician, Public Services	●					X								X
Office Manager, Administration		X	●	●										

X Acquired on the Job

● Brought to the Job

Table 4
Permanent Staff Employment Status

Length of Employment	C	T	F	Total	Percent
Less than one year	6	4	1	11	29%
One to three years	4	5	2	11	29%
More than three years	0	2	3	5	13%
More than five years	0	3	2	5	13%
Vacancies as of 6/30/81	1	1	4	6	16%
Total	11	15	12	38	100%

Table 5

Library Service Expansion

	1977	1981	Change	Percent
A. Library Collection				
Volumes in Collection	78,184	99,345	21,161	+ 27%
I & G Materials Budget (subscriptions)	118,752	199,855	81,103	+ 68%
Actual Purchasing Power	70,064	81,940	11,876	+ 17%
B. Services				
Total Service Traffic	166,095	209,467	43,372	+ 26%
Interlibrary Loan Traffic	6,860	9,949	3,089	+ 45%
ILL Service for UNM	1,384	2,828	1,450	+105%
Service Desk Inquiries	11,677	24,478	12,801	+110%
Total Use of Materials	71,242	168,769	97,527	+137%
C. Manpower (I & G)				
Faculty	9.9 FTE	9.7 FTE	- 0.2	- 2%
Other	21.4 FTE*	27.3 FTE	+ 5.9	+ 28%*
Total	31.3 FTE*	37.0 FTE	+ 5.7	+ 18%*

* Excludes 5 CETA positions supported by federal funds and converted to positions in the Instructional and General Budget.
Actual staff increase: +2.24%.

library operations

CECILE C. QUINTAL, ASSOCIATE DIRECTOR

In recent years, and most notably FY 80/81, Medical Center Library staff have acquired a solid base of knowledge and experience that permits service far beyond the traditional mechanical library tasks of acquiring, cataloging, lending, and maintaining materials, and reacting to information and reference requests. Rather, this Library has become a leader in delivering health information statewide-- a laboratory where models of medical librarianship are built.

For this reason, Medical Center Library users have developed an expectation of quality service that reinforces a high performance objective throughout the Library's operations. Quality standards have been identified and defined in every sector of the operation so that appropriate action may be taken. Statistical measures and feedback from Library users are acted upon immediately to insure optimum use of resources by all user groups. Clearly, continuous monitoring of service patterns and protocols is a critical component of the Library's goal to achieve maximum effectiveness in all operational and public service units.

The continual monitoring process benefits the consumer by improving the quality of service. Benefits to the staff stem from attitudinal changes which expand a staff member's job concept by adding new dimensions to it. As part of a group process, employees are challenged and stimulated to use higher level skills to solve non-routine problems, and they call on a variety of analytical skills to assist them.

To ensure quality service, unit heads and program chiefs meet regularly to discuss quality control problems, analyzing the cause, recommending solutions for administrative consideration and, where possible, taking action themselves. Supervisors are trained to work in groups, to use various measurement techniques and such quality control strategies as data collection and analysis of statistical information.

Each group is a decision-making and policy-forming unit. Due to its cooperative nature, a greater sense of cohesiveness develops among team members. Monthly management meetings are held jointly with these groups and professional staff to share information, seek solutions to problems, and suggest improvements in service.

The Library's high quality operating record has emerged through imagination, innovation, and a dedicated staff. Also, however, it is the result of a conscientious focus on staff training and development through formal instruction in such areas as on-line searching and medical terminology, in addition to learning on the job from experienced staff. The evolution from learner to craftsman often is a long, but rewarding process.

Specialized training programs are available for experienced staff to assure that operating procedures meet or exceed standards set by the group. During FY 80/81 staff members participated in many training and educational programs (see Appendix for Professional and Continuing Education Activities). This chart portrays staff advancement in mastering library technology. Particularly in the area of on-line systems and CRT terminals, the staff has acquired an increasing level of competence and sophistication--a phenomenon which is reflected in improved services for library users.

Cross-training permits greater flexibility in deployment of manpower to meet fluctuating user needs and demands, allows staff coverage as needed, and effectively develops an even service pattern. To support Public Services, staff from User and Technical Services spend 20% of their time at the Information Desk, while User Services staff are trained to cover both Circulation and Media desks.

Each Library Operations unit prepares a monthly report containing:

- 1) statistical monitoring
- 2) evaluation and meaning of statistical data reported
- 3) identification of emerging problems:
 - a. who can solve them
 - b. what unit solutions exist
- 4) input from users
- 5) manpower production and service reports
- 6) staff training and development

The following reports reflect group commitment to quality service.

collection development ---

JOHN PATRUNO, CHIEF

INTRODUCTION. Collection Development as Process

Two related principles guided the year's activities toward establishing a systematic and interactive collection development program:

1. Open and appropriate channels of communication with Library users concerning issues in collection development helps insure relevant collection building and an informed user public.
2. Procedures and decision-making tools should foster library-user communication and act, whenever possible, as "decision-tracers" to document the work of the unit.

These principles served as the basis of a cohesive collection development program aimed at building and managing relevant and responsive collections to support the teaching, research and patient care responsibilities of the North Campus. The major challenge confronting Collection Development continues to be achieving program goals within an acquisitions budget that has not been sufficiently augmented to offset the effects of:

1. the expiration of the five-year book bond, and
2. a continuing upward cost spiral for health sciences literature.

It is from this perspective of collection development as a process involving communication and the appropriate coordination of expertise for rational decision making in a difficult fiscal environment, that the major highlights of the year's work are presented.

Serials

The 1981 journal renewal order offered the first opportunity to bring a new perspective to bear on a large and vital aspect of collection development. Four needs became clear:

1. A mechanism to better analyze candidate titles that would also act as a "decision-tracer."
2. A process to enforce a stated Library policy of subjecting new subscriptions to a one-year trial period before deciding to place them in the permanent collection. This was especially critical to insure that open-ended subscription commitments were not made without careful evaluation.
3. The need to initiate dialogue with faculty on collection matters that would impact on their programs.

4. To determine the relative worth the faculty perceived in the present serials collection, and to verify our belief that only minimal weeding would be possible after 1981 if the collection was to remain a viable support arm to a medical center with statewide responsibilities.

The projects and procedures reported below were undertaken to address these needs.

NEW TITLES AND THE COST CONTAINMENT PROGRAM OF 1977

Because materials budget increases have not kept up with inflation, the Library has relied on financing new subscriptions by cancelling others, and was in a no-growth posture this past fiscal year. As part of a cost containment program adopted in 1977, the serials renewal and standing order lists were examined title by title, resulting in the cancellation of 49 titles.*

An "Analysis for Subscription" form was then designed to collect bibliographic, indexing, regional availability, citation count, and other data necessary to arrive at an informed order decision on subscription candidates. With complete background information for each journal on a single form, purchase priorities were assigned and matched against available funds, and 24 new subscriptions were placed. The form also provided in-house documentation for final purchase and non-purchase decisions.

Faculty who had recommended journals for subscription were informed of the Library's subscription decision, with the reason for a negative decision if one had been made. New and dropped titles were announced regularly in adobe medicus, the Library's newsletter. In addition, all recommendations received after completion of the renewal process were acknowledged and the user advised of a date when s/he could expect a decision to be reached for the next journal renewal cycle.

NEW TITLES AND QUALITY CONTROL

In an effort to enforce the one year trial subscription policy meant to insure that finite resources are used for only quality serials, the New Subscription Evaluation Program was initiated. Faculty who expressed strong interest in the literature of their field were asked to join in this effort to determine whether a specific serial's content actually contributed to the scholarly record. The project grew not only out of a commitment to make the best use of available funds, but as a strategy to contend with the publishing industry's propensity to publish more and more serials with increasingly narrow scope and correspondingly higher prices. All faculty members invited to participate in this program accepted the invitation. The Library thus acted as a responsible member of the academic community and as a wise consumer in the information marketplace. This first step at current collection evaluation and appropriate coordination of expertise is considered to be this year's major accomplishment. Special thanks go to the Library's Academic and Community Services Division and the following faculty reviewers who helped to make this pilot project a success:

* The Appendix lists all titles cancelled since inception of the Cost Containment Program.

Francisco Ampuero, M.D., Assistant Professor, OB/GYN
Larry E. Becker, M.D., Associate Professor, Medicine
William C. Black, M.D., Associate Professor, Pathalogy
Richard S. Goldman, M.D., Assistant Professor, Medicine
James S. Goodwin, M.D., Assistant Professor, Medicine
Tyrone Hardy, M.D., Assistant Professor, Surgery
Warren A. Heffron, M.D., Associate Professor, Family and Emergency Medicine
Arthur Kaufman, M.D., Associate Professor, Family and Emergency Medicine
Robert O. Kelley, Ph.D., Professor, Anatomy
Sharon Lewis, Assistant Professor, Nursing
Fred A. Mettler, M.D., Associate Professor, Radiology
Shirley Murphy, M.D., Associate Professor, Pediatrics
B. Louise Murray, E.D.D., Professor, Nursing
Sharon Sabastien, Counselor, Patient Services-CRTC
John H. Saiki, M.D., Professor, Medicine
Jonathan M. Samet, M.D., Assistant Professor, Medicine
Robert R. Schwartz, M.D., Associate Professor, Family and Emergency
Medicine

THE JOURNALS SURVEY - MEASURING NEED AND COST

When only a 5% increase in the Library's materials budget was granted in late Spring 1981, it became obvious that the Cost Containment Program would no longer succeed in balancing budget resources with necessary materials purchases. Greater user demand and rising costs that contributed to a fiscal year deficit made a joint Library/Faculty serials survey project essential. Of the journals surveyed, 98.99% were identified by faculty as basic core quality journals needed to support their programs. The remaining 17 titles were marked for cancellation in 1982. These findings eloquently document that the cost-containment measures of the past four years, combined with rigorous selection standards, have kept the serials collection trim yet responsive to North Campus needs. The near 100% response rate proved also that faculty members care about Library quality, making the project well worth the time and effort spent on it.

Monographs

Improved communication with regard to monograph acquisitions was initiated both with users and the Library's book vendor. Book purchase requests were directed to the Collection Development Office for consideration, whereupon the requestor was assured that s/he would be contacted when the book was received and ready for use. When purchase seemed in doubt because the book 1) received a negative review, 2) seemed peripheral to the collection's scope, or 3) was very expensive, users were asked to reconsider their request after reviewing the work obtained through interlibrary loan. Both measures have brought quality control to the program.

For some time it has become increasingly difficult to determine whether proceedings materials, especially in the "rapid-publication" monograph format, are the papers of invited experts or contributed, and whether articles have undergone a referee review, making it difficult to conform to the Library's Scope and Coverage policy regarding this literature. Thus, the approval profile was amended to consider proceedings purchase requests only after faculty review. This decision also resulted in cancelling standing orders to Annals of the New York Academy of Sciences and the International Congress Series. Henceforth, to

minimize buying out-of-scope volumes, Annals will be acquired only in response to specific subject considerations. The Congress series will be purchased on faculty recommendation and quality review. Volumes in both series will be cataloged as monographs.

Concurrent with these changes, greater control was sought in covering title output of non-approval publishers, i.e., university and professional associations, by searching NLM proofsheets in conjunction with weekly examination of mail from non-approval plan publishers.

The ILL Connection - Books and Journals

Early in the year it was discovered that a more careful analysis of serial ILLs would help to differentiate "flash in the pan" needs from actual collection weaknesses. A revised report form brings together the number and types of ILL requestors, as well as number of requests for a journal title, a mechanism that fits ILL's regular reporting cycle. An examination of more than 380 serials titles from which photocopies were requested reveals that most were for one or two articles. ILL book requests also were studied with an eye toward strengthening the monograph collection. Because monographs tend to be borrowed only once, enlisting the borrower's participation in the analysis process seemed appropriate. An "Your Opinion Please" form placed in each ILL volume before being issued asks the user's judgment of the book's quality and usefulness. Returned books and opinion forms are routed to Collection Development to aid in reaching a purchase decision.

The following chart outlines the user opinion response dispersal and the Library's subsequent order action for the 154 monographs borrowed on ILL during the eight months of the fiscal year when this procedure was in force.

Table 6

User Opinion/Response on Monograph Quality and Usefulness			
User Opinion	No. of Books	% Total Books	Orders Placed
Judged an essential Library purchase	37	24.02%	24
Useful but not necessary to purchase	43	27.92%	2
Not useful	5	3.25%	0
No opinion	37	24.03%	0
No form returned	32	20.78%	1
Total	154	100%	27 or 17.5% of total

These figures reveal that less than 20% of the books borrowed on ILL represented titles actually needed to strengthen the monograph collection. The others reflected a one-time need on the part of users and were therefore not cost effective purchases. Some reflected a user's desire to consult a specific title even though others on the subject were available in the Library. The remaining titles were for marginal and out of scope materials.

Other Projects

Several collateral projects reflect other aspects of the collection and its integrity:

1. a written policy was prepared governing the security sensitizing of print materials;
2. a Shelving Space Needs Assessment Study was updated to determine when space will be exhausted, and to support a space planning document;
3. the Collection Development Chief acted as in-house consultant to the new Collection Maintenance Unit on bindery and book repair matters; and
4. also was appointed to the Medical Center Library Committee.

The Year in Summary and the New Year

The foundation of a process oriented collection development program that coordinates the expertise of users and the Library's human and material resources has been put in place. Consistent communication has begun to broaden awareness among Library users of the issues facing collection development today. Plans for next year include:

- Conducting Phase II of the serials survey. This phase will determine whether the Library is under-subscribing to important serials published since the inception of the Cost Containment Program of 1977. The total survey will then have identified:
 - a faculty mandate for the present collection;
 - those titles no longer relevant to Medical Center needs;
 - those titles needed to build an optimum serials collection to support the Medical Center's programs.
- Closer analysis of 1980-81 serial ILL reports.
- Formulation of a "withdrawal " policy for inclusion in the Scope and Coverage Manual.
- Further refinement of the approval plan profile.
- Conducting in-depth reviews of the Library's resources to support selected subject areas, especially those that reflect Medical Center expansion (ex., Cell Biology), and to document additional Library resource requirements necessary to support these new program interests.

Acknowledgement

This report would not be complete without extending sincere appreciation and thanks to the staff and faculty of the Library and the North Campus who have made this writer's first year at the Library enjoyable and rewarding. To quote a librarian who recently summed up his career: "It's been roses, roses all the way!"

Table 6-A

Library Holdings by Format			
	1978/79	1979/80	1980/81
<u>Printed Materials</u>			
Journals			
Titles	2,802	2,977	2,763
Bound Volumes	60,046	63,161	66,159
Books			
Titles	25,838	27,819	30,038
Volumes	28,422*	30,670	33,189
Government Documents (items)	18,726	18,726***	20,232
Technical Reports (items)	800	800***	843
Pamphlets (items)	132	1,900	2,386
Monographic Serials (titles)	700	700***	559
<u>Microform</u>			
Microfiche (individual fiche)	173	175	1,177
Microfilm (reels)	29	29	29
Microcards (individual cards)	500	500	500
<u>Audiovisual Software</u>			
Audiocassettes			

Titles		274	280
Pieces	2,688	3,041	3,062
Videocassettes			
	683	---	
Titles		787	824
Pieces		1,056	1,093
Slide/Tape			
	660		
Titles		150	224
Pieces		678	902
Slide/Pieces Programs			
	1		
Titles		189	189
Pieces		248	248
Stereoscopic Sets			
	25		
Titles		16	16
Pieces		83	83
Motion Pictures (8 & 16mm reels)			
	218		
Titles		162	191
Pieces		237	266
Filmstrips			
	2		
Titles		62	62
Pieces		277	277
Misc. (incl. medical models)			
Titles		10	20
Pieces		48	68

*Actual total from August 1979 inventory.

***Current year's acquisitions combined with Book/Journals tallies.

****Adjusted total from Spring 1980 Media inventory.

academic and --- community services

SUSAN B. CHAMBERLIN, ASSISTANT DIRECTOR

1980-81 was a year of change for ACS: the Education and Instruction Program took on greater definition and direction with the formal appointment of a Chief of that program area; a major three-year research proposal was funded and initiated in January; and staff training became a major focus. The healthy growth and innovation in these areas as well as in Outreach Programs added considerable depth to the Library's programs and service base.

EDUCATION AND INSTRUCTION PROGRAMS

During FY 80/81, 74 instructional sessions were held for students of the School of Medicine, Colleges of Pharmacy and Nursing, Main Campus health programs, staff and faculty of the Medical Center, and selected high school students. Session content, tailored to meet the needs of each user group, is illustrated below.

Table 1
Type of Instruction

PROGRAM AREA	Tour of Library	Index/Abstr. Instruction	Computer Search Demonstration	Exerc. Problems: Litera. Search	P.I.F. Organization	Evaluating Literature	Structure of Literature	Bibliographic Skills
Self-Education Elective for Medical Students	X	X	X	X	X	X	X	
Primary Care Curriculum Medical Students	X	X	X		X			
Graduate Nursing Students	X	X	X	X		X	X	
Undergraduate Nursing Students	X	X	X	X				
Pharmacy Students		X		X			X	
Allied Health Students	X	X	X					
Dental Hygiene Students	X	X	X					
Health Program Main Campus Students	X	X	X					
High School Students	X	X	X					
Inf. Clinic: Secr. & Research Assistants	X	X	X					X
Cancer Center Nurses	X	X	X	X			X	

School of Medicine students continue to absorb the largest share of our education effort; a Self-Education instructional elective was scheduled twice during the past year for first and second year medical students. A more aggressive publicity program designed to increase enrollment was successfully field tested this summer with a small group; it will be broadcast campus-wide next year.

A good deal of effort was spent in 1) refining the Personal Information File (PIF) demonstration models, 2) creating a new model file, and 3) revising the Guide to Construction of Personal Information Files, slated for Fall distribution. Additional problem exercises for the elective were developed and are currently being tested by students. Staff efforts in education for different user groups are illustrated below.

Table 8

User Instruction					
Department	Staff Hours	User Contact Hours	# of Sessions	# of Students	% Library Staff Effort
Medicine					
FY 78/79	81.50	160.25	31	134	34%
FY 79/80	123.00	91.50	16	91	53%
FY 80/81	97.50	72.75	33	34	37%
Nursing					
FY 78/79	64.50	207.00	26	147	27%
FY 79/80	45.25	220.75	15	112	20%
FY 80/81	68.50	313.25	16	138	26%
Pharmacy					
FY 78/79	47.85	166.00	15	80	20%
FY 79/80	14.25	74.50	7	45	6%
FY 80/81	24.50	98.00	7	53	9%
Allied Health					
FY 78/79	4.00	22.00	2	11	2%
FY 79/80	10.75	45.75	5	30	5%
FY 80/81	20.00	92.00	3	46	8%
Main Campus					
FY 78/79	6.50	33.00	4	23	3%
FY 79/80	5.25	19.25	3	11	2%
FY 80/81	13.30	67.30	5	47	5%
UNMH					
FY 78/79	2.00	6.00	1	6	1%
FY 79/80	--	--	--	--	--
FY 80/81	--	--	--	--	--
Other*					
FY 78/79	--	--	--	--	--
FY 79/80	32.00	263.00	10	55	14%
FY 80/81	40.75	170.00	10	42	15%
Total					
FY 78/79	238.35	594.25	79	401	
FY 79/80	230.50	714.75	56	344	
FY 80/81	264.25	813.30	74	360	

*High School Students, Information Clinic, TVI, LPNs from Las Vegas

Library instruction sessions reached 67% of the Medical Center's incoming (1980/81) students (see Table below). However, attendance among School of Medicine students is substantially lower than in other programs because library sessions are entirely voluntary and not presented as part of specific classwork as they are in other programs.

Table 9

Student Attendance
Library Instructional Programs

Academic Unit	# Students Entering 80/81	# Students Attending Library Sessions	Percent Participating
Medicine			
Undergraduate	73	16*	22%
Graduate Basic Science	10	10	100%
Nursing			
Undergraduate	157	116	74%
Graduate	18	15	83%
Pharmacy	47	53**	100%
Allied Health			
Medical Technology	24	24	100%
Physical Therapy	28	30**	100%
Radiologic Technology	20	0	--
Nuclear Med. Technology	4	0	--
Dental Programs			
Dental Hygiene	31	16	52%
Dental Assisting	9	0	--
Total	421	280	67%

*Voluntary attendance

**Includes a few upper class students

Research in Education of Users formally began in January 1981 with a three-year research grant award, "Clinical Information Searching-Research and Instruction," funded by the National Library of Medicine. Grant specifics are contained in the research proposal (see the Annual Report Bibliography).

School of Medicine Curriculum Support was provided by Library faculty participating in the Primary Care Curriculum and the Behavioral Sciences Curriculum committees. Library faculty worked with PCC to develop an orientation workshop for faculty new to the PCC program; a workshop to train new tutors for the PCC program; and in writing student objectives for the clinical reasoning process which incorporates those issues emerging during the inquiry phase. Library faculty participated in the Behavioral Sciences Curriculum committee work of revising syllabi, precepting small groups, restructuring schedules, and grading papers.

Information Clinic

Growing popularity of the Information Clinic designed for North Campus support staff resulted in the Library offering three sessions this year. Instruction and hands-on experience in using various reference tools and correct bibliographic style attracted staff from a wide range of North Campus units. Since they began in the Fall of 1979, the Information Clinics have provided practical instruction for staff members in clinical as well as academic units throughout the Medical Center, as indicated below. Relevant sections of the Clinic were repeated on June 10 and 11 for twelve technicians from the Library's own staff.

Table 10

Information Clinic Attendance		
Date	Number Attending	Medical Center Departments/Units Represented
June 3-5, 1981	8	Primary Care Curriculum Dept. of Medicine Dept. of OB/GYN New Mexico Tumor Registry Dept. of Radiology
May 20-22, 1981	8	Office of Undergraduate Education Dept. of Family & Emergency Medicine CRTC-Director's Office Planning Office Dept. of Otolaryngology
Nov. 5-7, 1980	9	Dept. of OB/GYN Dept. of Pathology College of Nursing Dept. of Radiology Dept. of Family & Emergency Medicine Dept. of Pediatrics Dept. of Psychiatry
May 7-9, 1980	8	CRTC-Dept. of Gynecological Oncology Dept. of Cardiology Dept. of OB/GYN Dept. of Medical Oncology Children's Psychiatric Center Dept. of Radiology CRTC-Communication
Oct. 23-25, 1979	13	Burn and Trauma Unit, UNMH/BCMC Dept. of Pediatric Surgery Dept. of Psychiatry Dept. of Family & Emergency Medicine BCMCH Office of Student Affairs Dept. of Nephrology

Staff Training

More than 100 hours were spent in formal training sessions for staff from other units of the Library, including sessions on MeSH and Index Medicus, Information Desk training in reference resources and Library policy, computer searching, and briefings on ACS programs for new staff. Over 85% of this time was spent by the Reference/Online searching librarian who, after January 1, also carried nearly all of the online searching load.

Maintaining and upgrading staff skills is a conscious attempt to assure high quality service. Because users seldom discriminate between a professional librarian and other library staff members, it is our philosophy that well trained staff with broad knowledge of library resources and services will assure that each user's need is properly handled whether first hand or through informed referral to the appropriate human resource.

Future Plans for the Education and Instruction Program include finalizing educational materials currently being tested, developing a set of teaching slides, and expanding instruction offered to School of Medicine students.

PUBLIC SERVICES

Computer search service requests remained the same; 1520 searches were completed as compared to 1523 last year. The percentage by user category decreased slightly in the number of requests from Medicine, Pharmacy and Dental Programs, but increased from Nursing and unaffiliated users; Main Campus user requests remained the same.

Table 11

Percentage of Searches by User Category

Year	Medicine	Pharmacy	Nursing	Dental	Main	
					Campus	Unaffiliated
7/78-6/79	53.1%	4.0%	13.0%	.05%	8.6%	20.8%
7/79-6/80	61.1%	3.1%	8.7%	.03%	8.6%	18.2%
7/80/6/81	57.4%	3.0%	10.4%	*	8.6%	20.5%

Table 12

Number of Searches by Category

Year	Medicine	Pharmacy	Nursing	Dental	Main		Total
					Campus	Unaffiliated	
7/78-6/79	639	48	156	8	103	350	1,204
7/79-6/80	931	47	133	4	131	277	1,523
7/80/6/81	873	46	159	1	131	311	1,520
% Increase or Decrease	- 6.2%	-2.3%	+18.8	-75%*	-0-	+12.3%	- .02%

Manpower to provide services decreased in January. One reference librarian received a grant and thus was no longer available as a searcher. The impact of this staffing change was apparent in a drop in throughput time for completion of searches in 24 hours or less. An average of 80.3% of the searches was completed in 24 hours or less, a 7.7% decrease from last fiscal year.

*Insufficient data for analysis

To supplement search analyst manpower, three staff members with suitable educational background and experience began online search training in Spring 1981 under guidance of the Reference/Online librarian. All are currently enrolled in a Medical Terminology course which, combined with existing skills, has provided a solid base for searching biomedical databases. The result of this effort is a stronger support base for online services and a simultaneous expansion of staff skills.

Exhibits

A major Library exhibit this past year was "Dead Men Do Tell Tales," compiled by the Clinical Anthropology Department. Graphically portraying methods of determining age, sex, stature and cause of death through examining skeletal remains, the exhibit has changed every few months to highlight different methodologies and specimens. Other exhibit themes this year included alcoholism, teenage pregnancy, early childhood development, politics of health care, and commemoration of the College of Nursing's 25th Anniversary. Although fewer exhibits were displayed this year, new staff expected next year should permit a more consistent exhibit cycle.

Faculty Publication List

The purpose of the Library's publication of the Medical Center Faculty Publications List last October was to promote communication among various Medical Center disciplines, and to maintain a current profile of creative output among faculty. Gleaned from the Institute for Scientific Information's database, the list was updated in the January-February issue of adobe medicus, the Library's newsletter, and henceforth will be published semi-annually. An additions/corrections form which accompanies each list has resulted in only two changes--evidence that the pilot test of the ISI database conducted last summer which indicated an approximate 94% "hit rate" was accurate.

Departmental Library Consultations

Helping various Medical Center departments maintain their current literature collections is an ongoing service of the Library. This year three departments requested and received such aid: Medicine; Family, Community, and Emergency Medicine; and Graduate Nursing.

OUTREACH PROGRAM

Improved Pregnancy Outcome Project

Work progressed throughout the year on the increasingly successful alliance with the Improved Pregnancy Outcome (IPO) Project of the New Mexico Health and Environment Department. Now completing its second full year of contracts with IPO, the Library has made significant strides in promoting statewide use of the IPO A-V collection and coordinating health information dissemination efforts statewide. A Three Year Plan was developed in July, and 1980-81 saw the major portion of Year One implemented. A major project included in the plan was acquisition of over 300 books on maternal and infant care intended for distribution to strategically located libraries and bookmobiles statewide.

Fifteen maternal and infant care core collections were selected, ordered and distributed to eight public libraries, six bookmobiles, and the New Mexico State Library's Books by Mail Service, with each location receiving over 30 books destined to become part of the permanent library collection. This project performed the dual purpose of supporting IPO's consumer education effort while at the same time serving as a demonstration project designed to assess the potential role of public libraries in disseminating health information.

Publicity efforts to promote the Medical Center Library-based "Perinatal Resource Collection" of A-V materials included direct mailing to all public and community libraries, and notices in various agency newsletters. Personal presentations to a wide variety of New Mexico agencies and organizations served to further promote IPO goals as well as the broader goals of the Library's Outreach Program:

Table 13

Promotional Presentations 1980/81			
Month		Agency/Organization	Format
July	1980	Teenage Pregnancy Committee New Futures School	Group Discussion
July	1980	Physicians for Social Responsibility	Presentation-Demo-QA
September	1980	NM State Library's Quarterly Meeting of Regional Librarians	Group Discussion
September	1980	New Mexico School Health Association	Presentation-QA
October	1980	NM Hospital Auxiliaries Association	Presentation-QA
October	1980	School of Medicine Liaison Committee	Presentation-QA
November	1980	Health Systems Agency: Disease Prevention/Health Promotion Comm.	Presentation-QA
January	1981	NM Hospital Assn.: Education Comm.	Presentation-QA
April	1981	NM Library Association Trustees	Presentation-QA
April	1981	American Indian/Alaska Natives Nurses Assn.: Annual Conference	Exhibit

The success of these promotional efforts became apparent when an IPO materials use review indicated that in eight months over 13,000 persons statewide viewed materials from the Perinatal Resource Collection.

New Mexico Health Information Planning Group

The New Mexico Health Information Planning Group, formed by Medical Center Library staff following last year's Health Information Workshop, continues to grow. Sharing knowledge of the State's varied health planning, promotion and education efforts, the Group is attempting to coordinate access to health

information in New Mexico. A major focus of the Group in FY 80/81 was the design and distribution of a public library survey intended to identify those libraries willing to participate in health information dissemination efforts.

Table 14

New Mexico Health Information Planning Group*
Meeting Summary - 1980/81

Meeting Date	Discussion Items/Action
July 14	Evaluate New Mexico Health Information Workshop; plan future activities and membership.
August 8	Description of Health Systems Agency Plan (Health Education Component); Health Education Council potential contacts.
October 30	Discussion of IPO Maternal and Infant Care Core Collections; further discussion of HSA and Health & Environment Department plans/priorities; initiate contacts with voluntary health agencies.
December 5	HSA Sub-Area Data Profiles examined; letter promoting public library/District Field Health Office liaison initiated; Reports on voluntary health agencies contacts.
January 15	Voluntary health agency profile reports; discussion of need for public library survey.
February 19	Preliminary public library survey questions submitted by group members and reviewed; Decision to submit to HED formal letter of support for continuation and updating of "Directory of Community Services."
March 19	Survey purpose, content and procedures defined, discussion of potential health information workshops.
April 23	Finalization of public library survey; discussion of location of IPO Maternal & Infant Care Core Collections.
June 18	Review of preliminary results of public library survey.

*Members of this group include representatives from the New Mexico Health Systems Agency; New Mexico Health and Environment Department; Gallup and Socorro public libraries, New Mexico Improved Pregnancy Outcome Project; UNM Health Education Department; New Mexico State Library; UNM's Maternal and Infant Care Project; UNM College of Nursing's Community Outreach Program, and the UNM Medical Center Library.

Centers for Disease Control Contract

Another major outreach commitment this year was a contract awarded by the Centers for Disease Control for the Library to document its outreach programs. Selected as one of ten library outreach programs nationwide, the Medical Center Library's program will be examined as a potential model of a program representing the unique problems and needs of a rural state. In addition to creating a complete history and description of the program in narrative form, the Library has undertaken a major data-gathering task to satisfy contract requirements. A series of user surveys designed to identify who uses the Library for what purpose began in May and concluded in August. Although the project required intensive manpower, it has provided the incentive to gather otherwise elusive data and compile an accurate profile of the entire Outreach Program. It is clear that this documentation effort will provide invaluable data and direction for future planning.

Library Consultations

On-site information resources are critical in patient care settings, and library consultation services offered by the Medical Center Library provide professional support and guidance to personnel responsible for such resources. Much of this ongoing support is informal, occurring by telephone and followed up by mail; only those new consultations requiring significant communication and follow-through by MCL staff are noted below.

Table 15

Library Consultations FY 1980/81

Date	Agency	Consultation Site
August 1980	St. Ann's Hospital, Truth or Consequences, NM	UNM Med. Center Library
December 1980	McCurdy Mission School Espanola, NM	UNM Med. Center Library
March 1980	Acoma-Canoncito-Laguna Hospital San Fidel, NM	A-C-L Hospital, San Fidel
April 1980	Public Health Service Hospital Chinle, Arizona	UNM Med. Center Library

FUTURE PLANS

The addition of new staff in 1981/82 should help to strengthen and expand both academic and community services. Follow-up assessment of IPO Maternal and Infant Care Core Collection use and building alliances with public libraries identified through the public library survey will command a significant portion of outreach activities. Concurrently, greater effort will be made to strengthen ties with the health professional community in hospitals, clinics and private practice. IPO materials available for continuing education and in-service training will be promoted through special mailings and personal presentations to appropriate professional gatherings.

At the same time, efforts to promote communication among health professionals, health planners, and librarians will continue through expansion of the Health Information Planning Group, workshops planned for Fall and Spring of 1981/82, and active pursuit of a widening pool of contacts in diverse agencies and communities statewide.

Due to staff shortages, this and previous years have been long on service delivery but regrettably short on assessment and quality control. Emphasis in online services, for example, has necessarily been placed on meeting basic service demand. To date, however, no assessment of user satisfaction has been possible, nor has any sustained effort been made to reach those departments or clinical services who only rarely seek this service. Neither reference services, Information Desk staff training, nor the reference collection itself have received the systematic review and assessment needed to identify their strengths and weaknesses. Hopefully, the incoming Chief of Public Services will work with ACS staff to initiate quality control measures and move towards expanding services based on careful assessment of user needs.

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UNM MEDICAL CENTER LIBRARY

DOCUMENTATION BIBLIOGRAPHY

FY 1980-81

1. Contract/Grant Proposals and Reports

- 1.1 Contract Between Medical Center Library and Improved Pregnancy Outcome Project, State of New Mexico Health and Environment Department
Two documents:
1. for period October 1, 1980 to June 30, 1981
2. extension July 1 to September 30, 1981 (18 pages)
- 1.2 Subcontract No. 6 Between Medical Center Library and Centers for Disease Control
April 1 to August 31, 1981 (24 pages)
- 1.3 Clinical Information Searching-Research & Instruction National Library of Medicine Grant
Approved November 1980 for 3 years (75 pages)
Proposal seeks to:
1) identify categories of biomedical information problems;
2) construct problem based instructional tools reflecting the categories of information problems identified;
3) identify process by which medical students, resident residents, physicians, and medical librarians seek information
- 1.4 New Mexico Health Information Support Program Challenge Grant Proposal
January 1981 (15 pages)
Proposal to a private foundation toward support for a remodeling project at the Medical Center Library
- 1.5 IPO/UNM Medical Center Library Progress Report
Six Month Period October 1980-March 1981
April 1981 (see 1.1) (5 pages)

Divided into broad areas reflecting the contract's Statement of Work to facilitate cohesive review of progress to date
- 1.6 Traffic Safety Survey Proposal
December 1980 (5 pages)
A proposal (including 12-month timetable and budget) to study the feasibility of designing a database of traffic safety information resource centers and their services, major studies on important issues, and other relevant materials

2. Planning Documents

- 2.1 Five Year Faculty Plan
December 1980 (5 pages)
Contains support statement; position table showing job title, present/proposed faculty rank and code and expected revenue source through 1985; summary of Table showing FTE equivalents by revenue source
- 2.2 Developing a Policy and Procedure Manual-Planning Phase
February 1981 (12 pages)
Contains questions and sample pages related to decision making in the areas of: purpose, physical format, production mode, scope, timetable/action plan
- 2.3 Data Processing Systems Specifications & Requirements
February 1981 (34 pages)
Sets forth specific needs in the Medical Center Library to support a fully integrated library data processing system
- 2.4 Improved Pregnancy Outcome/UNM Medical Center Library Support Program
Three Year Plan: A Cooperative Plan to Promote Access to Health Information in New Mexico
August 1981 (11 pages)
- 2.5 Proposal/Agreement to Develop the Bibliotech System Area, Inc., and the Medical Center Library
May 1981 (26 pages)
Addresses development by Area, Inc. of a modular integrated library system based on bar-code reader technology for the UNM Medical Center Library. Proposal follows specifications outlined (see 2.3)
- 2.6 Five Year Plan 1980-1985, UNM Medical Center Library Statement of Mission, Goals, and Objectives
May 1981 (7 pages)
Document contains summary of capital improvement cost estimates, a stack expansion timetable, and cost estimate addendum
- 2.7 Preservation of Library Materials with Particular Reference to Humidity Levels at the UNM Medical Center Library
October 1980 (2 pages)
This document addressed to the University Architect emphasizes the need to modify the Library's physical plant to provide much needed humidity control in the Library Building

- 2.8 Library Materials Support Crisis: A Situation Paper
May 1981 (14 pages)
A detailed evaluation of the Medical Center Library materials budget deficit and its potential impact on Medical Center faculty

3. Policy and Position Statements

3. Library Policy Statement for the UNM Faculty Handbook and Rationale for Main Campus Undergraduate Student Borrowing Privileges at the Medical Center Library
February 1981 (5 pages)
- 3.1 Information for Student Work-Study Employees at Medical Center Library
February 1981 (3 pages)
Document describes employment conditions, work assignments, semester schedules, and staff and administrative structure
- 3.2 Final Report, TALON Technician Project
March 1981 (21 pages)
Includes: Position Statement concerning career and CE opportunities, the report, and four appendices:
A. Roster of TALON Technicians
B. Definition and Class Job Description
C. Survey Summary of Responses
D. Technicians' Comments
- 3.3 Faculty Policies and Guidelines-Medical Center Library
June 1981 (15 pages)
Document covers dual-track faculty appointment rationale, criteria for both tenure and non-tenure track appointments, promotions and sabbatical leave
- 3.4 Medical Center Library Statement of Mission, Goals, and Objectives
June 1981 (4 pages)

4. Publications for Public Distribution

4.1 Bibliographies and Other Listings

- 4.1.1 Medical Center Publications-January-June 1981
Published as Supplement to adobe medicus
v.4, no. 3 (May/June 1981) (11 pages)
Publications by UNM faculty, staff, and
students as part of the continuing devel-
opment of a permanent Medical Center
Library database
- 4.1.2 Selected Pamphlets on Pregnancy and Infants
Prepared Under the Improved Pregnancy Outcome
Project
December 1980 (3 pages)
Topics include: Infant; Infant Nutrition;
Contraception; Pregnancy; Pregnancy Com-
plications; Pregnancy in Adolescence; list
of addresses
- 4.1.3 Health and Safety Aspects of Mining:
A Bibliography
September 1980 (76 pages)
Entries include monographs, government
publications, articles, and audiovisual
materials published between 1966 and 1980
in two major categories:
A. Health and Safety Aspects of Mining
Uranium and Other Radioactive Substances;
B. Health and Safety Aspects of Mining
Mineral Substances Other Than Uranium
Distribution: On Demand Total 130
- 4.1.4 Agencies Providing Health Information
April 1981 (10 pages)
Organizations listed provide bibliographies
and/or materials to libraries and health
educators on a variety of subjects. Chiefly
New Mexico; some national offices
Distribution: On Demand Total 50
- 4.1.5 Perinatal Resource Collection Available Through
the Medical Center Library
Improved Pregnancy Outcome Project
August 1980 (14 pages)
Media Center Materials Subject List of
films, slide tapes, and videocassettes
on pregnancy and infant care. Also
lists of books and pamphlets of special
interest to IPO users
Distribution: school personnel, health educa-
tors; other IPO users on demand Total 2,500

4.2 Brochures and Posters

- 4.2.1 Your Invitation to Become an IPO Participant
Improved Pregnancy Outcome Publicity Flyer
October 1980
Publicity flyer with off-campus borrowers
application form
Distribution: NM Health care related agencies Total 2,300
- 4.2.2 Have a Healthy Baby
November 1980
Poster-11 X 17 inches announcing free service
to NM residents on IPO materials.
Distribution: statewide community libraries Total 400
- 4.2.3 New Mexico Physicians Outreach Program-1981
November 1980
Publicity flyer with membership application form
Distribution: NM physicians and D.O.s Total 1,750
- 4.2.4 Health and Safety Aspects of Mining: A Bibliography
November 1980
Publicity flyer with order form
Distribution: New Mexico and national Total N/A
- 4.2.5 New Titles on Pregnancy and Infant Care
Improved Pregnancy Outcome Project
March 1981
Poster 8-1/2 X 11 inches
Distribution: public libraries with IPO collections
from the Medical Center Library Total 120

4.3 Booklists

- 4.3.1 new books for FY 1980-81
Six issues: July January
September March
November May (approximately 6 pages each)
A supplement to adobe medicus published on
alternate months containing a list of new books
and media materials available in the library
Distribution: UNM Campus, Physicians Outreach
Program, and NM Hospitals
Circulation: 500 Total 3,000

4.4 Bulletins

- 4.4.1 adobe medicus for FY 1980/81
Six issues in v. 3, nos. 4, 5, 6; v. 4, nos. 1, 2, 3
(approximately 15 pages each)
This bi-monthly bulletin of the Medical Center Library presents articles of interest on such issues as collection development policies, rising costs of journal subscriptions, inter-unit building cooperation, the interlibrary loan squeeze, and helpful hints to grant writing. Regular features include Library News and Notes, Once Over page, and a list of new books and media materials available in the Library.
Distribution: UNM Campus; statewide; selected outside libraries. Circulation: 575 Total 3,450

4.5. User Guides

- 4.5.1 User Guide - 1981
Published as an annual supplement to Nov/Dec issue of adobe medicus (9 pages)
This update of the 1980 edition brings together a description of the policies, services and facilities of the Medical Center Library
Distribution: adobe medicus mailing list; local user groups Total 2,000
- 4.5.2 The Organization of Personal Information Files In Medicine
Final Draft June 1981 (56 pages)
Four chapters and an appendix detail the purpose of a personal information file; subject access; arrangement of material; and file maintenance
- 4.5.3 Information Searching Guides in the Medical Center Library
October 1980 (12 pages)
Six search categories are covered in this packet: Index Medicus; Index to Nursing and Allied Health Literature; International Nursing Index; Science Citation Index; Current Contents; Psychological Abstracts
Distribution: Classroom and general Total 400

4.6. Papers and Reports

- 4.6.1 New Wine in Old Bottles-Outreach at the
UNM Medical Center Library
June 1980 (2 pages)
Published in ABCMA Reports,
v. 2, no. 8, (July 25, 1980) p. 2
- 4.6.2 Report of Health Information Workshop June 6-7
July 1980 (28 pages)
Statewide; co-sponsored by N.M. State
Library, N.M. Improved Pregnancy Outcome
Project, and the UNM Medical Center Library
- 4.6.3 Consumer Health Information: A Shared Venture
October 1980 (8 pages)
Paper presented at the Annual SCRG-MLA
Meeting in New Orleans
- 4.6.4 Annual Report of the UNM Medical Center Library (85 pages)
July 1, 1979 to June 30, 1980

5. Hospital Library Consultations and Services

5.1. Consultations

Report to Hospital Library Consultation to Presbyterian
Medical Services: Checkerboard Area System,
Cuba Health Center
February 1981 (11 pages)

5.2. Mini-Internships

Mini-Internship, Memorial General Hospital, Las Cruces,
at Medical Center Library
May 1980 (9 pages)

UNM MEDICAL CENTER LIBRARY
 COST CONTAINMENT PROGRAM
 TITLE CANCELLATIONS, 1978-1982

Title	Year Cancelled	Subscription Price
Abstracts on Hygiene	1981	\$ 150.00
Accel (and supplements)	1980	90.00
Acta Ophthalmologica (and supplements)	1982	112.00
Acta Physiologica Latino Americana	1980	50.00
Advances in Chemical Physics	1981	159.00
American Journal of Sociology	1981	40.00
American Sociological Review	1981	36.00
American Statistics Index	1979	700.00
Analytical Chemistry	1981	20.00
Anesthesiology Bibliography	1981	8.00
Annales de Microbiologie	1980	114.00
Annals of New York Academy of Science	1981	1,487.00
Archives Italiennes de Biologie	1981	30.00
Audio Digest		
Anesthesiology	1981	119.00
Internal Medicine	1981	119.00
Ophthalmology	1981	119.00
Otorhinolaryngology	1981	119.00
Surgery	1981	119.00
Audio Digest Classics:	1978	90.00
Internal Medicine	1978	90.00
Obstetrics and Gynecology	1978	90.00
Ophthalmology	1978	90.00
Otorhinolaryngology	1978	90.00
Pediatrics	1978	90.00
Psychiatry	1978	90.00
Surgery	1978	90.00
Awards, Honors and Prizes	1979	45.00
Bibliotheca Nutritio et Dieta	1982	49.75
Biochemical Genetics	1980	195.00
Biochemical Society Transactions	1980	35.00
Biological Abstracts	1980	1,560.00
Biopolymers	1980	295.00
Book of the States (and supplements)	1982	40.00
Books in Series	1981	150.00
Bolletino della Societa		
Italiana di Biologia Sperimentale	1978	200.00
British Medicine	1981	55.00
Bulletin de la Societe de Pathologie		
Exotique et de sus Filiales	1980	74.00
Canada's Mental Health (and supplement)	1981	3.50
Canadian Journal of Hospital Pharmacy	1979	12.00
Chemical Abstracts	1981	5,500.00
Citation	1980	40.00
Clin-Alert	1981	59.00
Clinical Allergy	1978	145.00
Clio Medica	1978	72.50
Comparative Biochemistry & Physiology A,B,C	1980	960.00
Connecticut Medicine	1981	15.00
Contemporary Surgery	1978	25.00
Critical Reviews in Diagnostic Imaging	1982	152.00
Critical Reviews in Environmental Control	1980	76.00
Cryobiology	1978	68.50
Cumulative Book Index	1981	110.00
Current Practice in OB/GYN Nursing	1980	11.95
Dermatologia	1978	192.00
Developments in Industrial Microbiology	1978	32.95
East African Medical Journal	1978	33.00
Educacion Medica y Salud	1978	8.00
Encephale	1978	68.15
Encyclopedia of Inf. Systems & Services	1979	95.00
Endeavour	1978	25.00
Endocrinologia Experimentalis	1978	61.50
Environmental Science and Technology	1978	72.00
Evaluations of Some Pesticide		
Residence in Food	1978	60.00

Excerpta Medica:		
XVI - Cancer	1980	416.50
XXXVI - Health Economics & Hosp. Mgmt.	1981	209.00
XXX - Pharmacology and Toxicology	1980	416.50
XXXII - Psychiatry	1980	289.50
Experimental Eye Research	1982	288.00
Experientia Supplements	1981	260.50
Folia Biologica	1981	69.50
Folia Medica	1980	16.50
Grassroots 1981	1981	80.00
Haematologia	1978	52.00
Helminthological Abstracts-Series A	1981	277.70
Hospital Forum	1979	15.00
Human Relations	1978	115.00
Illinois Medical Journal	1980	12.00
Index to U.S. Government Periodicals	1980	275.00
Indian Medical Journal	1978	5.00
Industrial Hygiene Digest	1982	100.00
Information Processing and Management	1980	150.00
International Congress Series	1981	3,248.00
International Journal of Reproduction and Fertility. Supplements	1981	45.00
Int'l Series on Sports Sciences	1981	34.50
Irish Journal of Medical Science	1978	43.14
Journal of:		
Chemical Society-Faraday Trans. I & II	1980	491.50
Comparative Physiology - Parts A & B	1982	1,135.00
History of Behavioral Sciences	1978	50.00
Immunogenetics	1978	145.00
Indian Medical Association	1978	18.14
Int'l Academy of Metabology	1978	50.00
International Medical Research	1978	30.00
Labeled Compounds & Radiopharmaceuticals	1980	325.00
Marriage & Family Counseling	1978	30.00
Medical Primatology	1978	78.00
Medical Technology	1982	131.50
Music Therapy	1981	12.00
Organic Chemistry	1980	144.00
Primal Therapy	1980	5.00
Psychedelic Drugs	1981	30.00
Psychohistory	1978	28.00
de Radiologie	1982	153.00
Research in Personality	1978	60.00
Society of Cosmetic Chemists	1981	40.00
Klinicheskaja Meditsina	1978	27.60
Klinische Wochenschrift	1982	220.00
Lamp	1981	12.50
MD	1978	22.00
Medoc (copy 2)	1982	45.00
Minnesota Medicine	1981	15.00
Museum	1978	25.00
National Library of Medicine Current Catalog	1981	52.00
NAT News	1981	29.00
Nederlands Tijdschrift voor Geneeskunde	1981	67.00
Neuro-ophthalmology; Symposium-U. of Miami	1981	45.00
New Directions for Institutional Research	1980	30.00
New Serial Titles	1980	225.00
New Zealand Nursing Journal	1981	12.00
Nutrition Abstracts & Review Series B	1981	276.00
Occupational Safety and Health	1981	89.00
Outline Series in Biology	1981	5.50
Parkinson's Disease & Related Disorders (Parkinson's Disease Citations Monthly)	1981	30.00
Pediatric Annals	1978	27.50
Pharmazeutische Zeitung	1982	81.65
PTLA	1981	67.50
Prensa Medica:		
Argentina	1978	30.00
Mexicana	1980	12.50
Proceedings of Chicago Institute of Medicine	1980	10.00
Proceedings in Print	1980	375.00
Psychiatric Annals	1978	27.50
Psychoanalytic Study of Society	1978	19.50
Psychology Today	1980	14.00

Residue Reviews	1982	108.20
Revista Clinica Espanola	1981	61.25
Royal Society of Health Journal	1978	50.00
Schweizer Archiv fur Neurologie, Neurochirurgie und Psychiatrie	1981	152.68
Social Work	1981	25.00
Sociological Abstracts	1980	175.00
Soviet Neurology and Psychiatry	1982	127.00
Standard Periodical Directory	1981	120.00
Survey of Anesthesiology	1982	40.00
Thanatology Abstracts	1982	15.00
Tohoku Journal of Experimental Medicine	1982	200.00
Transactions. IEEE Progress Group-BME	1982	72.00
Transactions. Ophthalmological Society-UK	1980	49.00
Veterinary Bulletin	1980	374.25
Veterinary Record	1980	200.95
Voices-Am. Soc. of Hosp. Pharmacists (tape)	1979	96.00
Wiener Medizinische Wochenschrift	1978	86.12
World Hospitals	1978	42.95
Yearbook		
Anesthesia	1978	23.75
Cancer	1978	28.95
Dentistry	1978	32.95
Dermatology	1978	26.95
Drug Therapy	1978	27.95
Endocrinology	1978	24.95
Medicine	1978	25.95
Neurology and Neurosurgery	1978	26.95
Nuclear Medicine	1978	25.95
Obstetrics and Gynecology	1978	25.95
Ophthalmology	1978	25.95
Orthopedics and Traumatic Surgery	1978	26.95
Otolaryngology	1978	29.95
Pathology and Clinical Pathology	1978	33.95
Pediatrics	1978	25.00
Plastic and Reconstructive Surgery	1978	36.95
Psychiatry and Applied Mental Health	1978	32.50
Surgery	1978	23.95
Urology	1978	23.95
Year in Metabolism	1979	25.00
Zentralblatt fur:		
Allgemeine Pathologie	1981	80.55
Gesamte Neurologie und Psychiatrie	1981	516.00

SUMMARY

Year	Total Number of Titles	Cost
1978	63	\$ 3,285.50
1979	7	988.00
1980	33	7,558.15
1981	49	14,379.68
1982	17	3,070.10
Total 1978-82	169	\$29,281.43

UNM MEDICAL CENTER LIBRARY

LIBRARY COMMITTEE SUMMARY FY 1980-81

● Roster of Members - 1980/81:

William C. Buss, Ph.D., Associate Professor, Department of Pharmacology
Robert C. Eschbach, Ph.D., Assistant Professor, College of Pharmacy
Robert O. Kelley, Ph.D., Professor, Department of Anatomy
Fred A. Mettler, Jr., M.D., Associate Professor, Radiology
Glenn T. Peake, M.D., Professor, Department of Medicine
Richard T. Rada, M.D., Associate Professor, Department of Psychiatry
Estelle H. Rosenblum, RN, Ph.D., Associate Professor, College of Nursing
Sidney Solomon, Ph.D., Professor, Department of Physiology
Walter W. Winslow, M.D., Professor, Chairman, Department of Psychiatry

● Chairman: Robert E. Waterman, Ph.D., Professor
Department of Anatomy

● Ex-Officio: Erika Love, Professor
Director, Medical Center Library
Cecile C. Quintal, Assistant Professor
Associate Director, Medical Center Library
John Patrino, Chief, Collection Development
Medical Center Library

● Recorder: Phyllis Kaye, Office of the Director
Medical Center Library

● Primary Functions of the Medical Center Library Committee:

To advise the Library Director and Director of the Medical Center on Library programs and policies.

To recommend library policies and to determine the degree (or success) of implementation.

To serve as a channel of communication between the Library and its users by helping to interpret library policies and the needs of its user groups.

To assist in obtaining fiscal and other support, both by making the Provost, Dean and other budgeting officials aware of the Library's resource requirements and by assisting in seeking outside funding for community outreach services.

To provide support and guidance in the development of guidelines for the Medical Center Library as a component of the academic community.

- Medical Center Library Committee Appointments:

Members are appointed by the Director of the Medical Center with advice from the Library Committee, the Library Director, and Deans and Department Chairmen of colleges and schools on North Campus.

The Committee shall be small enough to get its job done and large enough to be representative of the health professions served on the North Campus.

There shall be a fair representation of different points of view, but members shall be selected primarily with a view toward their interest in and support of the Medical Center Library and its role.

Appointments to the Committee shall be staggered to provide continuity. Definite terms of service are set, but re-appointment of those members who are especially effective on the Committee is deemed desirable.

- Summary of Meetings Held:

January 7, 1981 - Considered the role of the Medical Center Library Committee with a summary by the Library Director of four major areas where the Committee can assist more effectively: 1) matters relating to collection development, 2) development of policies, 3) range of Library services, and (4) the Library's educational role.

February 2, 1981 - John Patrino, Chief, Collection Development, presented an overview of the Library's collection development policies, discussing composition of the present collection, how it is built and maintained, and how and by whom financial resources are allocated for this purpose.

March 2, 1981 - Medical Center Library User Policy was outlined by Susan Chamberlin, Assistant Director for Academic and Community Services. The Committee considered issues regarding Library use by main campus undergraduate students.

April 6, 1981 - Jonathan Eldredge was introduced as the new Chief of Outreach Services. The Committee agreed to re-issue a meeting invitation to Paul Vassallo, Dean of Library Services, General Library, to address specific questions concerning collection development and current policies and practices of the General Library. The Committee discussed the Medical Center Library's mission vis a vis the Medical Center and the University as a whole.

May 4, 1981 - After reviewing the FY 81/82 Library materials budget, the Committee voted to issue a memo entitled "Library Materials Support Crisis" to all Medical Center faculty calling their attention to a potentially dangerous library materials budget deficit of over \$63,000 next year.

June 8, 1981 - Dr. Waterman reported that Dean Vassallo will meet with the Committee on August 3 to discuss areas of mutual interest regarding borrowing privileges. A joint faculty/library survey (initiated at the request of the Medical Center Director) will poll North Campus faculty to determine which current Library serials subscriptions are considered essential to support UNM's teaching, research and patient care responsibilities.

UNM MEDICAL CENTER LIBRARY

Contributions to the Library
FY 1980/81

Jonathan Abrams, MD, Albuquerque	Lester M. Libo, MD, Albuquerque
Emmett Altman, MD, Albuquerque	Charles A. Meeker, Albuquerque
Gail E. Blakely, MD, Albuquerque	W.L. Minear, MD, Albuquerque
Mrs. Garth Blakely, Raton, NM	Edward Parnall, MD, Albuquerque
James F. Butterbaugh, Albuquerque	William B. Patterson, MD, Albuquerque
Dr. and Mrs. Thomas L. Carr, Alb., NM	Howard B. Peck, MD, La Luz, Alb., NM
Melody Childs, Albuquerque	Michel Pijoan, MD, Corrales, NM
Melba Clark, Albuquerque	Frank B. Rogers, MD, Denver CO
J.G. Cooper, MD, Greer, AZ	Jane Sama, Albuquerque
Debbie Cornish, MD, Albuquerque	Sidney Solomon, Ph.D., Albuquerque
P.G. Cornish, MD, Albuquerque	Howard Stump, Albuquerque
Denison Library, Albuquerque	Clara Torda, MD, Stanford, CA
Celeste Dye, Albuquerque	David Webber, Berkeley, CA
Mr. & Mrs. Raymond Grimes, Denver, CO	Lawrence D. Weiss, Ph.D., Alb., NM
Dave Healou, Albuquerque	Mrs. Emery Wells, Albuquerque
Elizabeth S. Hendryson, Albuquerque	Carmen Westwick, Dean, Albuquerque
Reed W. Hoyt, Albuquerque	Ralph C. Williams, M.D., Albuquerque
Robert B. Loftfield Prof., Albuquerque	Louis Wynne, Ph.D., Albuquerque

Memorial Gifts

Dr. and Mrs. Thomas L. Carr
Albuquerque, New Mexico
IN MEMORY OF:
Mrs. Barbara Cornish
Mrs. Diana Sada
Richard Langlois, son of
Dr. and Mrs. Wm. Langlois

The Albuquerque & Bernalillo County Medical Association

IN MEMORY OF:

Frederic G. Hirsh, M.D.
Emery Wells, M.D.
Albert L. Schonberg, M.D.



LIBRARY STAFF

PROFESSIONAL AND CONTINUING EDUCATION ACTIVITIES

A. Director

Meeting	Location	Date
Network Advisory Committee to the Librarian of Congress	Washington, D.C.	Sep 30-Oct 5 1980
TALON Regional Advisory Council	New Orleans	Oct 15-16 1980
AAMC Annual Meeting	Washington, D.C.	Oct 25-28 1980
Southwest Library Association	San Antonio	Oct 28-Nov 1 1980
TALON Executive Committee	Dallas	Feb 26-28 1981
N.M. Library Assn. Annual Meeting	Albuquerque	Apr 30-May 2, 1981
TALON Regional Advisory Council	Dallas	May 5-6 1981
MLA Annual Meeting	Montreal	May 29-Jun 6 1981

B. Library Staff

Name	Courses/Meetings Attended	Location	Date
B. Barreda	"Commun. with Patrons, Peers and Other Professionals: a TA Approach"	Albuquerque	Mar 28 1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10 1981
S. Brantley	Medical Terminology Course	UNM Campus	Mar - May 1981
	AMIGOS OCLC Serials Subsystem and Serials Tagging Workshop	Lubbock	Jun 11-12 1981
J. Calabro	Medical Terminology Course	UNM Campus	Mar - May 1981
	OCLC Workshop	Albuquerque	April 2 1981
S. Chamberlin	Grantsmanship Workshop	UNM Campus	August 1980
	UNM Div. of Cont. Education		
	Annual Meeting-SCRG of MLA	New Orleans	October 1980
	Presented paper "Consumer Health Information: a Shared Venture" with Mary Rask		

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B. Library Staff (Cont'd)

Name	Courses/Meetings Attended	Location	Date
S. Chamberlin (cont.)	Public Relations Workshop	Albuquerque	March 1981
	NM State Library		
	Governor's Conference on Disease Prevention & Health Promotion	Albuquerque	July 31 - August 1 1981
	MLA Annual Meeting	Montreal	June 1-4 1981
L. Croghan	* AV Searching on OCLC	Albuquerque	April 1981
	Medical Terminology Course	UNM Campus	Mar - May 1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10-11 1981
J. Eldredge	"Mktg Info. & Library Service"	Albuquerque	April 11 1981
	Greater Albuq. Library Assn.		
	Annual Meeting, NM Library Assn.	Albuquerque	April 30 1981
	Annual Meeting, Amer.Lib. Assn.	San Francisco	Jun 27-30 1981
	Member, Lib.Admin. & Mgmt. Assn.		
	Member, Lib.Instr. Round Table		
* Reference Information Clinic	Medical Terminology Course	UNM Campus	Mar - May 1981
		Med.Ctr.Lib.	Jun 3-5 1981
I. Freeman	Tour of New Mexico Bookbinders	Albuquerque	Oct 15 1980
	Medical Terminology Course	UNM Campus	Mar - May 1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10-11 1981
J. Grimes	On-Line Meeting	San Francisco	Nov 11-15 1980
	DIALOG Excerpta Medica Seminar		Nov 15 1980
	DIALOG Biosciences Seminar		Nov 15 1980
	DIALOG Systems Training		Mar 10-11 1981
	Public Relations Workshop		Mar 12 1981
E.Hendryson	President, Friends of UNM General Library	Albuquerque	1979-1981
	Member, UNM Libraries' Millionth Volume Task Force	Albuquerque	1980-1981
	Presented One Millionth Volume to Gov. Rep. at Ceremony on behalf of Friends of Gen.Library	Albuquerque	May 2 1981
	Edited "Health and Safety Aspects of Mining: A Bibliography"	Albuquerque	Sept.-Nov.1980
	Exhibited Mining Biblio.at Alaska/ Native Amer. Nurses Assn. Conv.	Albuquerque	April 25 1981
	Chairman, Albuquerque Public Library Advisory Board	Albuquerque	1977 --
	NMLA Gov. Docs. Roundtable on Information Sources for Environmental Sciences	UNM	Oct. 10 1980

B. Library Staff (Cont'd)

Name	Courses/Meetings Attended	Location	Date
E. Hendryson (Cont.)	N.M. Hospital Auxiliaries Association Convention: Guest speaker	Albuquerque	Oct. 31 1980
	NMLA Trustees Division-Program "MCL Serves NM's Health Care Personnel" with Dr. William Troutman, Drug Inf. Center; Susan Chamberlin, Mary Rask, MCL	Albuquerque	April 30 1981
	Courses in Conversational French	Albuquerque	1980-1981
L. James	OCLC Workshop	Albuquerque	April 2 1981
P. Kaye	Workshop-Goals and Objectives	UNM Campus	Dec 23 1980
	Mgmt. Dev. & Trng. Prog., Filing	UNM Campus	Mar 9-13 1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10-11 1981
L. Martinez	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10-11 1981
J. McClarin	Medical Terminology Course	UNM Campus	Mar - May 1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 3-5 1981
K. Mondragon	SCRG Annual Meeting, Topics in Personnel Management	New Orleans	Nov 16-19 1980
	Medical Terminology Course	UNM Campus	Mar - May 1981
D. Northup	SCRG Annual Meeting, taught CE 26 "Teaching Skills for Libr. Edu- cators" took CE Course, "Writing for Publication"	New Orleans	Nov 16-19 1980
J. Patruno	Government Documents Workshop	Santa Fe	Mar 20 1981
	Medical Terminology Course	UNM Campus	Mar - May 1981
D. Percival	DTR Workshop	UNM Campus	October 1980
	Defensive Driving	UNM Campus	December 1980
	Mgmt. Effectiveness Workshop	UNM Campus	Feb 29 1981
C. Quintal	AMIGOS AACR2 Workshop	Albuquerque	Jan 23 1981
	TALON Union List Task Force	Dallas	Feb 26-27 1981
	MLA Annual Meeting	Montreal	Jun 1 - 5 1981
	Committees:		
	Faculty Senate		1979-1982
	Task Force on Curriculum		
	SOM Basic Sciences		1981

B. Library Staff (Cont'd)

Name	Courses/Meeting Attended	Location	Date
C. Quintal (cont'd)	Med. Ctr. Computing Committee		1978 --
	Chair, ISI Award, MLA		1981-1982
	Honors & Awards Committee, MLA		1981-1982
	Vital Notes Partic. Panel, MLA		1977 --
M. Rask	Governor's Conference on Health Promotion & Disease	Albuquerque	July 31 1980
	N.M. Libr. Assn. Convention	Albuquerque	Sep 80-May 1981
	Local Arrangements, Food Chrmm	Albuquerque	Jan-Apr 1980
	SCRG Annual Meeting; Paper Presented: "Consumer Health Information: a Shared Venture" with Susan Chamberlin	New Orleans	Oct 16-18 1980
	Medical Terminology Course	UNM Campus	Mar - May 1981
	Mktg. Info. & Libr. Serv. Wkshp	Albuquerque	April 11 1981
	N.M. Libr. Assn. Annl. Conf.	Albuquerque	Apr 29-May 2 81
	Regional Rocky Mtn. Conference of Cable Programmers	Albuquerque	June 6-7 1981
B. Rockovitz	IBM Photocopy Training	Albuquerque	Sep 24 1980
K. Sampson	* Reference Information Course	Med.Ctr.Lib.	Jun 10-11 1981
M. Samuel	AACR2 Workshop	Albuquerque	Oct 16 1980
	AACR2 Workshop Intensive Level	Albuquerque	Jan 23 1981
	Medical Terminology Course	UNM Campus	Mar - May 1981
	* Reference Information Course	Med.Ctr.Lib.	Jun 10-11 1981
K. Schroeder	"Commun. with Patrons, Peers & Other Professionals: A TA Approach"	Albuquerque	March 28 1981
	Medical Terminology Course	UNM Campus	Mar - May 1981
	"Managing Conflict and Change"	UNM Campus	April 17 1981
	NMLA Tour of Sandia Labs Technical	Albuquerque	April 29 1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10-11 1981
L. Smith	"Commun. with Patrons, Peers & Other Professionals: A TA Approach"	Albuquerque	March 28 1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10-11 1981
A. Stackpole	Business English Skills	UNM Campus	Oct - Nov 1980

N. Wathen	AACR2 Workshop	Albuquerque	Oct 16	1980
	AACR2 Workshop Intensive Level	Albuquerque	Jan 12	1981
	Medical Terminology Course	UNM Campus	Mar - May	1981
M. Young	"Commun. with Patrons; Peers & Other Professionals: A TA Approach"	Albuquerque	March 28	1981
	* Reference Information Clinic	Med.Ctr.Lib.	Jun 10-11	1981

* In-House Training Sessions

LIBRARY STAFF

IN-HOUSE TRAINING SESSIONS
FY 1980-81

Trainer/ Instructor	Description of Training or Program Area	Number of Trainees	Date	Hours
T. Begay	Processing, Maintenance Activities: Tipping-in, Repairing, VELO-binding	1	10/80	5
	Processing, Maintenance	1	1/81- 6/81	20
S. Brantley	Serials Posting in Kardex	2	6/,7/,11/80	12
	Claiming Curr. Jrnl. Issues	2	8/80, 4/81	2
	MCL Mail Sorting	2	9/80,11/80	5
	Use & Maint. of IBM Copiers	7	10/80	8
	New Staff Orientation	4	2/81	2
	Serials Overview for AREA, Inc. Representatives	3	5/81	6
J. Calabro	Training CS IV - ILL	1	10/80, 1/81	
	Training Student Asst.	1	11-12/80	
	New Staff Orientation	3	3/81	
S. Chamberlin	New Staff Orientation		9/80	2
	New Staff Orientation	3	3/81	2
L. Croghan	AV Searching on OCLC		4/81	
	Re-Orienting Media User Groups		7/30-8/1/80	
	Training LTA I - Media	1	2/81	6
	New Staff Orientation	4	3/81	2
	Media Internship - ACS	1	3/30/81	
I. Freeman	Gift Handling, Kardex Stamping	1	4/81	1
J. Grimes	MeSH	3	7/80	1
	MLA Briefing		7/80	2
	New Staff Orientation/Inf.Desk	5	10/80	6
	Name-Authority Serline	1	11/80	1
	ID Training/K. Schroeder	1	2/81	4
	Computer Search Medline	3	3/81- 6/81	73
	New Staff Orientation	4	3/81	2
	Reference Information Clinic	14	6/81	6
E. Hendryson	Information Desk Training	1	3/81	10
K Mondragon	NLM Database	3	7-10/81	8
	New Staff Orientation/ Acquisitions & Gov. Docs.	8	7/80,6/81	20
	OCLC	4	9/80,6/81	45

In-House Training Sessions (cont'd - 2)

D. Northup	ILL Verification		8/80	1
J. Patruno	Binding Alternatives, Standards, Procedures	1	10-11/80	8
B. Rockovitz	IBM Photocopy Use	15	9/80	10
M. Samuel	New Staff Orientation OCLC	4 1	2/81	2
J. Stelten	Photocopy Orientation to ILL Training New Unit Head	1 1 1	8/80 8/80 9/80	1 2 40

THE UNIVERSITY OF NEW MEXICO
MEDICAL CENTER LIBRARY

Permanent Staff as of June 30, 1981

Name	Title	Start Date	Time On Job
Barreda, Rebecca	Circulation Technician (day)	1-30-79	2 yr/ 5 mo.
Begay, Thelma	Coll. Maint/Serials Clerk	8-4-80	11 months
Brantley, Sandra	Serials Unit Head	7-31-78	2 yr/11 mo.
Calabro, Janet	ILL Unit Head	9-17-80	9 months
Chamberlin, Susan	Assistant Director, ACS	3-1-79	2 yr/ 4 mo.
Croghan, Lillian	Media Center Unit Head	5-22-78	3 yr/ 1 mo.
Divett, Robert	Med. Sciences Bibliographer	1-1-63	18 yr/6 mo.
Eckes, Arline	Accounting Clerk	5-25-81	1 month
Eldredge, Jonathan	Chief, Outreach Programs	3-16-81	4 months
Freeman, Inez	Coll. Maintenance Unit Head	6-4-80	1 yr/ 1 mo.
Green, Leona	Systems Unit Head	7-1-65	16 years
Grimes, Julia	Reference Librarian	7-8-76	5 years
Haynes, Theresa	Program Specialist	6-1-77	4 yr/ 1 mo.
James, Lula Mae	ILL Clerk	4-2-79	2 yr/ 2 mo.
Kaye, Phyllis	Office Manager	10-29-79	1 yr/ 8 mo.
Love, Erika	Director	3-1-77	4 yr/ 4 mo.
Martinez, Leonides	Circulation Clerk (night)	12-11-78	2 yr/ 7 mo.
McClarín, Jennifer	Public Services Technician	11-10-80	8 months
Mondragon, Katherine	Acquisitions Unit Head	7-10-75	6 years
Northup, Diana	Chief, Educ./Instr. Programs	7-11-77	4 years
Patrúno, John	Chief, Collection Develop.	7-21-80	1 year
Percival, David	Administrative Coordinator	9-24-80	9 months
Quintal, Cecile	Associate Director	3-14-77	4 yr/ 4 mo.
Rael, Pauline	Acquisitions Clerk	6-1-81	1 month
Rask, Mary	Lib. Services Coordinator	7-23-79	1 yr/11 mo.
Sampson, Karen	Media Center Clerk	4-14-80	1 yr/ 2 mo.
Samuel, Margaret	Cataloging Unit Head	7-13-72	9 years
Schroeder, Karen	Circulation Unit Head	12-8-80	7 months
Smith, Linda	Circulation Clerk (day)	8-4-80	11 months
Stackpole, Anna	Front Office Clerk	8-11-80	11 months
Wardlaw, Barbara	Cataloging Clerk	4-28-81	2 months
Young, Maria	Circulation Tech. (evening)	7-31-78	2 yr/11 mo.

UNM MEDICAL CENTER LIBRARY

Vital Statistics for FY 1980/81
Public and User Services

Calendar Days	365
Library Days	352
UNM Working Days	250

Hours Open

Shortest Day (Saturdays)	8.0	Hours
Longest Day (Weekdays)	15.5	Hours
Shortest Week (Summer)	84.5	Hours
Longest Week (Fall/Spring)	90.5	Hours
Circulation Desk Coverage	4,459.5	Hours
Information Desk Coverage	3,209.0	Hours
Media Center Coverage	3,489.0	Hours

Gate Count	209,467
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The Library Collection

● Print Collection

Bound Journal Volumes	66,159
Texts and Monographs	33,189
Government Documents	20,232
Technical Reports	843
Pamphlets	<u>2,386</u>
Total Items on Shelf	122,809

● Non-Print Collection

Audiocassettes	3,062
Videocassettes	1,093
Slide/Tape Programs	902
Slide Programs	248
Other	<u>2,400</u>
Total Items on Shelf	7,705

● Subscriptions

Journal Titles	1,598
Monographic Serials	<u>559</u>
Total	<u>2,157</u>

**THE UNIVERSITY OF NEW MEXICO
HEALTH SCIENCES CENTER LIBRARY
ALBUQUERQUE, NEW MEXICO 87131-5686**

