Status Report for the AUA Papazian Library
as of December 1995
with recommendations for 1996

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The AUA Papazian Library is the only open access English language collection in the entire Republic, and is the first library to offer its patrons an online public access catalog that they can use themselves. We are a point of research and recreational reading for the English speaking public of Erevan, whether they be students, researchers, or the general public. Let us understand the importance of the AUA Papazian Library as a provider, innovator and leader in this light.

I. *Datatrek*: moving from the manual to the online environment

At present, the Papazian Library is in the transition phase to leave the manual card-file environment for an online one. Previously, all records were kept manually: in folders and notebooks. Library card registration was done by computer.

My trip in December was the insure the setup of the network in the Library, and provide additional training for Circulation and Cataloging. Unfortunately, as of my *departure* the Computer Lab staff was unable to get the network running for five simultaneous users. The cataloging module, however, is being used on one computer, and to date, nearly 2,000 items have been fully cataloged. I developed a Patron Registration plan to ease the move to the new system. New library cards will be issued with an entirely new fee schedule as soon as the network is running.

For your information, listed below is the old and new fee schedules:

Old	*New (Effective April 96)*
Library card: 25 dram	500 dram (AUA stu/fac/staff)
	750 dram (Other students)
	1,000 dram (General public)
Overdue fine: 10 dram/day	100 dram/day

Textbook replacement is 1.5 times the cost of the item. Sometimes cost cannot be determined, so the minimum fee is $20.

The Library network is comprised of six computers, one of which is the file server, and is kept in the Computer Lab Office. Currently, one computer is used for cataloging books, and for practicing circulation. When the network is up, two computers will be used for concurrent book cataloging, and two computers will be used for circulation: one for checkin/checkout, and one for patron registration as long as patron registration continues. The remaining computer will be the online public access catalog for patrons to use to find books. I would like to have a grand opening of the library with demonstrations of the computer system in April, when the quarter begins.

II. Staffing

We have currently three full timers, one of which is Diana Kizakian, our Acting-Chief. Diana has been working hard under difficult circumstances. With minimal training, she has been able to keep workflow moving, although she has encountered some difficulties, and is in e-mail consultation with me. Diana is a dedicated worker, but is not a people-oriented person, and seldom leaves her office. She is not the aggressive person needed to guide the library through its first difficult year of automation. I will be working closely with her these coming months, and hope to go back to AUA in the Spring and continue the work I began. I hope that I will be able to spend more time in Erevan than the two weeks I did this past Decemer.

I would like the AUA Library to have an active person with a vision as Chief Librarian. The one candidate who came very close to this was a person named Roupen (I have forgotten his last name, but Michael K. knows him), with whom I spoke while in Erevan. He striked me as an agressive, computer saavy individual with an MBA, a very good combination for this position. He has taken courses on Library Science in the US, and is familiar with current library issues, although he does not have a library degree.

Another person to watch out for will be our own Bella, who will be returning from Library training at the Univ. of Urbana Champaign, and will hopefully take over as Chief Librarian.

I am very happy with my staff, overall. They have learned many new ideas and tasks this past year, and I am proud of their dedication and effort. Which leads me to...

III. Salaries

Salaries at AUA are uneven if we go department by department. I may only speak of the Library, and must say that current salaries are too low, especially in terms of the specialized training my staff undergo. Not only are they computer proficient, but they have learned a new language, that of the online computer catalog. This must not be underestimated. To replace any of my staff members at this time would entail much training. For this reason alone, my staff members deserve a pay raise.

In general, pay scales in Erevan have risen. On the average, an administrative analyst/secretary position pays $150-200/month for a computer proficient English speaker. [This is not an official statistic. It is one I've come up with from many people I've asked...]. This is not to say that we must pay our full-timers $200, but certainly higher than the $35 they are currently receiving a month.

IV. USIS American Center Library Update

1. USIS is slated to move their Reference collection in the Spring. The circulating collection and periodicals will remain at AUA;
2. USIS will pay for maintenance of the security gate which is currently malfunctioning on an on-off basis. Michael K. can give an update. Servicing the security gate needs to be a top priority, or too many books will be stolen from the Library;
3. USIS had promised to continue purchasing books for our Library even after their move. This may be changed due to the new budget situation.

V. Departmental collections

The Political Science Department has undertaken the formation of a resource/reference library on the fourth floor. Per my conversations with Katrina Menzigian, all books purchased for this collection will be cataloged by my staff, and will be entered in the computer with a location of "Political Science Reading Room." Originally, Katrina had wanted to devise a separate system for their collection. In short, I impressed upon her the need to keep the work centralized, so as to provide better access to students and patrons. Thus, patrons will know the book exists and will know where to get it. In the future, I envision other departmental collections with their own computers which will be hooked up to our network.

VI. Recommendations/Plans for the 1996 school year

To create a virtual library without walls...

1- Development of alternative research resources for students;
2- Development of a core reference collection;
3- An Internet workstation for students to use for research purposes;

4- To hook up the CD-ROM I have already purchased (currently in Computer Lab) to the Library network so that patrons can access different resources from our online public access catalog. For example, we can have available Grolier's Multimedia Encyclopedia on CD-ROM;

5- Develop plans for departmental collections, later departmental *libraries*;

6- Continue working with local libraries and become a member of a larger online network.

7- To move textbook distribution OUT of the Library. If a bookstore will be opened, I hope that this function can be taken over by bookstore staff.

This list is not complete. I will submit a comprehensive long range plan for the Library.