



WESTERN KENTUCKY UNIVERSITY

BOWLING GREEN, KENTUCKY 42101

Office of Associated Student Government

MEMORANDUM

TO: Dr. Michael Binder, Director of University Libraries
Dr. Robert Haynes, Vice-President for Academic Affairs
Mr. Howard Bailey, Dean of Student Life
Mr Scott Taylor, Director of Activities and Organizations

FROM: Amos E. Gott, ASG President

SUBJECT: Associated Student Government Resolution 89-04-F

DATE: November 9, 1989

The enclosed resolution concerning extended library hours on weekends has been passed by the Associated Student Government on November 7, 1989. Please take the time to review this resolution. A formal response is requested from you within two weeks stating the possibility of enacting this Resolution 89-04-F. After the two week period, the responses will be reported to Congress. At this time, Congress will decide what steps to take next.

xc: President Thomas Meredith

AG:cr



WESTERN KENTUCKY UNIVERSITY

BOWLING GREEN, KENTUCKY 42101

November 16, 1989

Office of the Dean of Student Life

MEMORANDUM TO: Mr. Amos Gott
ASG President

FROM: Mr. Howard E. Bailey *HB*
Dean of Student Life

SUBJECT: Extended Library Hours &
Food Service Committee

Please be advised that I am supportive of both of the above stated resolutions. The extended library hours may require additional funding. Therefore, it needs to be clearly defined that a significant number of students will utilize these services to make it feasible.

I strongly support a food services committee and recommend that the committee be structured where it has a reasonable amount of autonomy and not under direct control of the food service administration.

HEB:clm



WESTERN KENTUCKY UNIVERSITY

BOWLING GREEN, KENTUCKY 42101

Department of
Library Public Services

TO: Dr. Michael Binder
Director of University Libraries

FROM: Dr. Sally Ann Strickler ^{AS}
Head, Department of Library Public Services

SUBJECT: Extension of Library Hours on Weekends

DATE: November 28, 1989

In response to your request, members of the Department of Library Public Services have assisted me in a "feasibility and requirements" review concerning the need expressed by the Associated Student Government to extend the current weekend closing hours of Helm-Cravens Library from 5:30 p.m. to 10:00 p.m. on Friday and Saturday evenings. As our former Circulation Services Supervisor stated during our initial review of a similar ASG Resolution in June 1989, no librarian worthy of the name would be against providing services to the constituency they serve, but the realities of the situation must be faced.

Dr. Marv Leavy, Reference Services Supervisor, and Mrs. Linda Morrissett, Circulation Services Supervisor, participated in the review. Dr. Leavy noted that the extension of service hours could not be accomplished without additional assistance. Mrs. Morrissett reiterated that the budget for students and exit checkers is already very tight. Presently we are not able to schedule a full-time person at the Cravens Circulation Desk on Saturday afternoon. As Mr. Harley Brooks, former Circulation Services Supervisor noted earlier, our budget is so tight that if we were to be open the requested hours we would have to cut service somewhere else, a decision not easily made.

It appears that the supervisors and I agree with you and Dr. Robert Haynes, Vice President for Academic Affairs, that these extended hours should not be implemented without the required additional staffing -- because our personnel resources are already stretched to the limit.

Requirements for additional staffing, with breakdown on costs, to achieve the purpose stated in the resolution, are listed in the Cost Estimate. Two student assistants are needed at each Helm-Cravens service point (Reference, Circulation, Periodicals, and Government Services) and three student patrollers to assure security for patrons and workers. One exit checker for the Helm Library exit will be needed. One part-time Library Assistant or Librarian is required, depending on the level of service to be offered.

Extended Hours

11/28/89

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We will require computer support and Mr. Curtis Logsdon, Computer and Informational Services Director, noted that he would need a student who was experienced and could handle the job alone.

The overall sentiment of library supervisors and Mr. Logsdon was that the proposed extension is possible but difficult including the thorny problem of finding persons who would want to work both weekend nights. As one Supervisor noted, the students will expect service. We cannot just "open" the Library!

It is also difficult to predict what patron response would be to the extended hours. Included in this review is documentation, recent information including turnstile, reference, and circulation statistics for Friday (noon to closing) and all of Saturday and Sunday for three recent weekends. We have also included the number of students in Helm-Cravens counted during the proposed extended hours for several Exam Week late hour schedules. No real use pattern is indicated and only a "trial run" with an extended hours schedule will determine the demand for the proposed increase of services.

The Associated Student Government is to be complimented on its concern for WKU students and their need for quiet study and library materials. Their proposal for extended Helm-Cravens Library hours is a real challenge during these times of budget constraint.

dmp

COST ESTIMATE
IN RESPONSE TO ASG RESOLUTION 89-04-F
PER SEMESTER

Patrollers (3)

28 days x 4.5 hours per day = 126 hours
126 hours x 3.35 per hour = \$422.10
\$422.10 x 3 patrollers = \$1,266.30

\$1,266.30

Students (8)

28 days x 4.5 hours per day = 126 hours
126 hours x 3.35 per hour = \$422.10
\$422.10 x 8 students = \$3,376.80

\$3,376.80

Checker (1)

28 days x 4.5 hours per day = 126 hours
126 hours x 4.54 per hour = \$572.04

\$ 572.04

Computer Center Support

28 days x 5 hours per day = 140 hours
140 hours x 4.50 per hour = \$630.00

\$ 630.00

Library Assistant (1) *

28 days x 4.5 hours per day = 126 hours
126 hours x 5.12 per hour = \$645.12

\$ 645.12

Total

\$6,490.26

* Librarian (1)

28 days x 4.5 hours per day = 126 hours
126 hours x 10.24 per hour = \$1,290.24

\$1,290.24

Total excluding library assistant

\$7,135.38

HELM-CRAVENS

FRIDAY AND SATURDAY EVENINGS

TURNSTILE COUNT

	<u>Helm</u>	<u>Cravens</u>	<u>Total</u>
Friday, October 27			
12:00 - 1:00 p.m.	101	41	142
1:00 - 2:00 p.m.	51	23	74
2:00 - 3:00 p.m.	69	32	101
3:00 - 4:00 p.m.	23	11	34
4:00 - 5:00 p.m.	24	15	39
5:00 - 5:30 p.m.	0	7	7
Saturday, October 28			
9:00 -10:00 a.m.	50	16	66
10:00 -11:00 a.m.	26	8	34
11:00 -12:00 a.m.	40	4	44
12:00 - 1:00 p.m.	35	5	40
1:00 - 2:00 p.m.	51	0	51
2:00 - 3:00 p.m.	52	0	52
3:00 - 4:00 p.m.	21	0	21
4:00 - 5:00 p.m.	24	0	24
5:00 - 5:30 p.m.	3	0	3
Sunday, October 29			
1:00 - 2:00 p.m.	112	38	150
2:00 - 3:00 p.m.	88	18	106
3:00 - 4:00 p.m.	62	19	81
4:00 - 5:00 p.m.	55	14	69
5:00 - 6:00 p.m.	103	24	127
6:00 - 7:00 p.m.	110	14	124
7:00 - 8:00 p.m.	98	26	124
8:00 - 9:00 p.m.	109	31	140
9:00 -10:00 p.m.	60	13	73
10:00 -11:00 p.m.	31	4	35
11:00 -12:00 p.m.	6	2	8
Friday, November 3			
12:00 - 1:00 p.m.	99	40	139
1:00 - 2:00 p.m.	76	24	100
2:00 - 3:00 p.m.	79	37	116
3:00 - 4:00 p.m.	19	24	43
4:00 - 5:00 p.m.	18	16	34
5:00 - 5:30 p.m.	0	6	6

Turnstile - page 2

Saturday, November 4

9:00 -10:00 a.m.	28	4	32
10:00 -11:00 a.m.	43	3	46
11:00 -12:00 a.m.	45	14	59
12:00 - 1:00 p.m.	48	6	54
1:00 - 2:00 p.m.	64		64
2:00 - 3:00 p.m.	56		56
3:00 - 4:00 p.m.	158		158
4:00 - 5:00 p.m.	27		27
5:00 - 5:30 p.m.	12		12

Sunday, November 5

1:00 - 2:00 p.m.	101	22	123
2:00 - 3:00 p.m.	101	15	116
3:00 - 4:00 p.m.	80	25	105
4:00 - 5:00 p.m.	97	14	111
5:00 - 6:00 p.m.	92	18	110
6:00 - 7:00 p.m.	99	28	127
7:00 - 8:00 p.m.	122	20	142
8:00 - 9:00 p.m.	109	29	138
9:00 -10:00 p.m.	61	17	78
10:00 -11:00 p.m.	32	6	38
11:00 -12:00 p.m.	6	1	7

Friday, November 10

12:00 - 1:00 p.m.	110	29	139
1:00 - 2:00 p.m.	59	40	99
2:00 - 3:00 p.m.	62	23	85
3:00 - 4:00 p.m.	55	13	68
4:00 - 5:00 p.m.	23	19	42
5:00 - 5:30 p.m.	2	6	8

Saturday, November 11

9:00 -10:00 a.m.	40	14	54
10:00 -11:00 a.m.	39	8	47
11:00 -12:00 a.m.	42	11	53
12:00 - 1:00 p.m.	69	6	75
1:00 - 2:00 p.m.	85		85
2:00 - 3:00 p.m.	64		64
3:00 - 4:00 p.m.	32		32
4:00 - 5:00 p.m.	44		44
5:00 - 5:30 p.m.	2		2

Sunday, November 12

1:00 - 2:00 p.m.	102	28	130
2:00 - 3:00 p.m.	115	20	135
3:00 - 4:00 p.m.	91	16	107
4:00 - 5:00 p.m.	76	9	85
5:00 - 6:00 p.m.	81	16	97
6:00 - 7:00 p.m.	94	32	126
7:00 - 8:00 p.m.	141	16	157
8:00 - 9:00 p.m.	103	8	111
9:00 -10:00 p.m.	89	20	109
10:00 -11:00 p.m.	34	15	49
11:00 -12:00 p.m.	6	4	10

FINALS WEEK PATRONS BETWEEN 5:00 - 10:00 p.m.
HELM AND CRAVENS

Friday, December 9, 1988

5:00 - 6:00	30
6:00 - 7:00	47
7:00 - 8:00	55
8:00 - 9:00	39
9:00 -10:00	34

Saturday, December 10, 1988

5:00 - 7:00	75
7:00 - 8:00	77
8:00 - 9:00	67
9:00 -10:00	83

Friday, April 28, 1989

5:00 - 6:00	34
6:00 - 7:00	27
7:00 - 8:00	34
8:00 - 9:00	32
9:00 -10:00	24

Saturday, April 29, 1989

5:00 - 6:00	79
6:00 - 7:00	60
7:00 - 8:00	76
8:00 - 9:00	43
9:00 -10:00	71

CIRCULATION WEEKEND STATISTICS

Friday, October 27, 1989

12:00 - 1:00	50
1:00 - 2:00	32
2:00 - 3:00	26
3:00 - 4:00	50
4:00 - 5:00	34
5:00 - Closing	16
Total	<u>208</u>

Saturday, October 28, 1989

9:00 - 10:00	2
10:00 - 11:00	4
11:00 - 12:00	7
12:00 - 1:00	8
1:00 - 2:00	12
2:00 - 3:00	30
3:00 - 4:00	21
4:00 - 5:00	11
5:00 - Closing	0
Total	<u>95</u>

Sunday, October 29, 1989

1:00 - 2:00	22
2:00 - 3:00	37
3:00 - 4:00	87
4:00 - 5:00	35
5:00 - 6:00	35
6:00 - 7:00	9
7:00 - 8:00	29
8:00 - 9:00	9
9:00 - 10:00	7
10:00 - 11:00	5
Total	<u>275</u>

Friday, November 3, 1989

12:00 - 1:00	93
1:00 - 2:00	67
2:00 - 3:00	64
3:00 - 4:00	52
4:00 - 5:00	33
5:00 - Closing	4
Total	<u>313</u>

Saturday, November 4, 1989

9:00 - 10:00	0
10:00 - 11:00	3
11:00 - 12:00	27
12:00 - 1:00	38
1:00 - 2:00	16
2:00 - 3:00	29
3:00 - 4:00	31
4:00 - 5:00	0
5:00 - Closing	0
Total	<u>151</u>

Sunday, November 5, 1989

1:00 - 2:00	15
2:00 - 3:00	27
3:00 - 4:00	56
4:00 - 5:00	51
5:00 - 6:00	55
6:00 - 7:00	20
7:00 - 8:00	27
8:00 - 9:00	37
9:00 - 10:00	20
10:00 - 11:00	2
Total	<u>310</u>

Friday, November 10, 1989

12:00 - 1:00	76
1:00 - 2:00	40
2:00 - 3:00	54
3:00 - 4:00	70
4:00 - 5:00	14
5:00 - Closing	0
Total	<u>151</u>

*Sat./Sun., Nov. 11, 12, 1989

9:00 - 10:00	12
10:00 - 11:00	15
11:00 - 12:00	5
12:00 - 1:00	6
1:00 - 2:00	146
2:00 - 3:00	25
3:00 - 4:00	98
4:00 - 5:00	85
5:00 - 6:00	48
6:00 - 7:00	27
7:00 - 8:00	67
8:00 - 9:00	34
9:00 - 10:00	26
10:00 - 11:00	13
Total	<u>607</u>

*Saturday and Sunday are on same printout.

REFERENCE WEEKEND STATISTICS

Friday, October 27, 1989

1:00 - 4:00 p.m. 17
4:00 - 5:30 p.m. 5

Saturday, October 28, 1989

9:00 -10:00 a.m. 5
10:00 - 1:00 9
1:00 - 4:00 19
4:00 - 5:30 3

Sunday, October 29, 1989

1:00 - 4:00 p.m. 29
4:00 - 6:00 5
6:00 - 9:00 30

Friday, November 3, 1989

1:00 - 4:00 p.m. 9
4:00 - 5:30 0

Saturday, November 4, 1989

9:00 -10:00 a.m. 6
10:00 - 1:00 p.m. 22
1:00 - 4:00 40
4:00 - 5:30 12

Sunday, November 5, 1989

1:00 - 4:00 p.m. 28
4:00 - 6:00 28
6:00 - 9:00 23
9:00 -11:00 20

Friday, November 10, 1989

1:00 - 4:00 p.m. 3
4:00 - 5:30 0

Saturday, November 11, 1989

9:00 -10:00 a.m. 5
10:00 - 1:00 p.m. 16
1:00 - 4:00 31
4:00 - 5:30 6

Sunday, November 12, 1989

1:00 - 4:00 p.m. 22
4:00 - 6:00 13
6:00 - 9:00 16
9:00 -11:00 0



WESTERN KENTUCKY UNIVERSITY

BOWLING GREEN, KENTUCKY 42101

TO: Amos Gott, President
Associated Student Government

FROM: Dr Michael Binder *MB*
Director of University Libraries

SUBJECT: Possibility of Enacting ASG Resolution 89-04-F

DATE: December 1, 1989

In response to the resolution passed by the Associated Student Government concerning extended library hours on weekends, I asked Dr. Sally Ann Strickler, Department Head of Library Public Services, to conduct a "feasibility and requirements" review (see attached).

To summarize Dr Strickler's review, achieving this purpose is possible with the addition of staff at key service points Her review includes a breakdown on the cost of extending the current weekend closing hours of Helm-Cravens Library from 5:30 p.m. to 10:00 p.m. on Friday and Saturday evenings, as addressed in the ASG resolution

Please note that the total cost of \$7,135 (per semester) identified by Dr Strickler includes the requirement of computer support for our library automation system. Also, while two options for a "night supervisor" are shown, our preference is for a professional librarian to oversee the facility and also provide a range of reference services.

It is likely that this extension of library hours could not take effect, for budgetary reasons, before Fall Semester 1990

Dr. Strickler and I are especially supportive of this ASG resolution in the belief that the extension of library hours on weekends will help make Western more of a "seven-day campus" and also promote research and study at the University.

att.

cc: President Thomas Meredith/att.
Dr. Robert Haynes/att.

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