

# LIBRARY AND INFORMATION SERVICES

## Annual Report: 2016

### 1.0 SUMMARY OF MAJOR ACTIVITIES

The renovation of the larger 24-hours Study Hall continued in earnest upon the opening of the First Quarter of 2016. This labour intensive activity involved removal of old carpets which were disfigured and dilapidated in many patches. New carpets known to be more durable and easier to clean were installed. Other activities involved painting of the walls and repairing and replacement of power points and computer networks. New study furniture was also acquired to replace old ones. By the end of the Second Quarter the renovations were completed and the facility was open for students' use.

The January orientation of First Year Students was held on 14, 15 and 18<sup>th</sup> at Bloemfontein Campus and 8<sup>th</sup>-12<sup>th</sup> at Welkom Campus. Additional orientation days were set aside at Bloemfontein Campus to include 28<sup>th</sup> January and 11<sup>th</sup> February to accommodate students who were unable to attend the induction on the designated dates for one reason or the other. As usual the library orientation focused on introducing students to library services with particular emphasis on how to access library resources, locating of various library services and expected code of conduct of library clients in the library. Records shows that 746 and 542 students attended the events at Bloemfontein and Welkom Campuses respectively. In 2015 Bloemfontein Campus attracted 890 students while Welkom Campus recorded attendance of 723 students. This means that in 2016 the number of students who attended the orientation programme declined at Bloemfontein Campus and significantly increased at Welkom Campus.

The South African Library Week (SALW) was commemorated from 14<sup>th</sup> -18<sup>th</sup> of March. This is an annual event celebrated worldwide. In South Africa the SALW is symbolic of a celebration of the intellectual and literary heritage of the country. Several events were lined up at Bloemfontein Campus. The official launch was held on 14<sup>th</sup> of March. The Deputy Vice-Chancellor: Teaching and Learning, Professor D. Ngidi, represented the Vice-Chancellor and Principal as the guest of honour. Other events organised in the week included a workshop on "Proposal and research writing" targeted at current and prospective masters and doctoral students, a movie on the impact of libraries in changing people's lives titled "Gifted hands: the Ben Carson Story", a "Keep your Library Clean campaign" and a student's competition on CUT Library Services which was designed to encourage students to join the CUT Book Club.

The World Book & Copyright Day was used as an opportunity to celebrate the CUT Book Writers on 12<sup>th</sup> May 2016 at Bloemfontein Campus. This event dedicated to sharing of CUT writer's experiences was launched by Prof. D. Ngidi, DVC: Teaching & Learning. Guest Speakers were Ms I. van Tonder and Mr L. Molapisi from DALRO (Copyright for Dramatic, Artistic, Visual and Literary Arts in South

Africa) who delivered an informative presentation on the more recent trends on Copyright and Intellectual Property (IP) in South Africa. They also touched on the Blanket and Transactional copyright licenses that they provided. A select number of CUT academic staff who produced scholarly works such as books and chapters, in edited books, were invited to give presentations. Among them were Prof. S. Matoti and Prof. D. Kokt. Representing the CUT Reading Club was Ms B. Lenong. Also invited to speak was Mr Lechesa a public community writer. In the recent past Mr Lechesa wrote a book titled: "Essays on Free State Black literature". In his book Mr Lechesa outlines a breath-taking literary revolution that had taken place in the Free State province. Prof. L. Lategan gave a vote of thanks. The number of attendees was 56.

At Welkom Campus library Dr S. Makola was invited on the day of commemorating the World Book and Copyright Day to share with the audience insights about a book he had just published. The title of the book was; 'Find meaning and stop wondering'. The event was held on 28<sup>th</sup> April 2016, in the library hall, and was attended by both staff and students.

In keeping with the library policy to embrace digitalisation, in the second quarter, 1,857 examinations question papers of June 2015, for both Bloemfontein and Welkom Campus, were digitized and uploaded on the Student portal in time for the May-June 2016 Assessment. On the other hand CUT publications namely: *The Interim* and *The Journal for New Generation Sciences*, were also uploaded on the CUT Institutional Repository.

In collaboration with IComTec the Library was able to setup and configure the EZProxy system for operation. This computer device is very useful in improving access to electronic library resources. This is particularly important considering that the library had made a strategic decision to redirect more investments in digital resources as opposed to print resources. Each database that the CUT library subscribes to has its own unique login protocol (Password) which serves as a form of authentication. EZProxy uses the CUT authentication to allow CUT clients access to databases the LIS subscribes to using CUT credential (normal login procedures). As such it is no longer necessary for CUT library clients to remember or use different passwords provided by service providers to access CUT databases.

As part of the commemoration the Mandela Day's 67 Minutes of service the library organised an event to plant a seed of collaboration between the Central University of Technology and Tsholetsang Primary School located in the Rocklands of Bloemfontein. At this event, held on 22<sup>nd</sup> July 2016, the then Deputy Vice Chancellor: Research, Innovation and Engagements Professor H. De Jager officially opened a school library established with material and manpower support from the Central University of Technology. The project was mooted in 2014 when the school administration approached the CUT library for assistance to set up a school library. Among the material assistance provided were office furniture, book support shelves, computers and reading materials (elementary school reading materials). Most reading materials were sourced through generous donations from CUT Library book

suppliers namely; Van Schaik, Book etc and Sherwood. In a gesture to express gratitude and appreciation the Deputy Principal of the school, Mr S. Mokhele had this to say at the official opening of the library: "We had no library and lacked books. We also had reading periods but they were not used to read in most cases, due to having very few books...the library (CUT) has granted us an opportunity to bring pupils from their classes to utilize those periods and read in the library".

In November drinking water fountains were installed in the library for library clients. Two were installed on level 1 and one on level 2.. With these facilities students are able to drink water whenever necessary within the library building. This will also help to discourage students to enter the library building with liquid bottles.

The Third Quarter marked the end of one chapter in the history of library services. The CUT Kimberley Campus site Library, which was located in the public library, was closed on 3th November 2016. This followed the discontinuity of Faculty of Management teaching programme in Kimberley. A total number of 310 books were packed and returned from the Kimberley Public Library to the main Library in Bloemfontein.

On a personal note Ms L. Malefane took up a permanent appointment at CUT Library as Junior Librarian: Inter-Library Loans with effect from March 2016. Previously she served at the University of Cape Town. Ms M Mollo was also appointed as Temporary Junior Librarian: Short-Loans (Evening Duty) for the period July 2016 – Nov 2016. In a related development Ms Z. Mokone was appointed as Deputy University Librarian. To this effect she took up leadership of the Technical Services at the CUT Library. Previously she was employed as Librarian: Cataloguing in the same section. Last but not the least Mr E. Zungu was appointed as Faculty Librarian: Faculty of Engineering and Information Technology in the Third Quarter. In the same period Ms S. Lesetja was appointed as Librarian: Faculty of Health and Environmental Sciences. She was recruited from the University of Venda. On the other hand Mr T. Jobo took up early retirement. Mr Jobo was employed as Faculty Librarian (Faculty of Engineering and Information Technology). In the similar vein Ms J. Molopyane left CUT to take a management appointment at Free State University library. Prior to her departure Ms Molopyane was employed as Faculty Librarian (Faculty Health and Environmental Sciences).

At Welkom Campus: Mr J Seeli was appointed as a Senior Library Assistant with effect from 01<sup>st</sup> July 2016. On the other hand two staff members bid farewell to CUT. Mr L. Maphiri resigned employment at the end of February 2016. Towards the end of 2016 Ms Y. Jacobs retired after working for the CUT for 23 years.

Meanwhile at a ceremony held in the Art Galley long service awards were awarded to the following LIS Staff members: E. Matlho (25 years), D. Ackerman (25 years) and Z. Mokone (20 years) at the close of the 2016 academic year.

## 2.0 TRAINING PROGRAMMES

The LIS places high premium on affording opportunities for LIS staff to acquire new skills and get exposure to different and innovative ways of doing things in this fast evolving information profession.

The following tables highlights some of the programmes attended.

### 2.1 Staff training, seminars and conferences attended

**Table 1: First quarter 2016**

EVENT	STAFF MEMBER(S)	DATE
LM Information Delivery	D Ackerman Z Mokone S Borephe	2016-01-26
Assessor training	S Lehloka	2016-02-18 – 2016-02-24
Business Writing Skills	M Nthoroane M Moremi J Seeli M Kleynhans J Smith Y Jacobs	2016-02-25 – 2016-02-26
SANLiC Webinar on Consortia Manager	D Ackerman	2016-02-29
Millennium Acquisitions Training	Z Mokone R van der Merwe S Mabena S Minnie J Moretedi E Matlho J Ponyane	2016-02-29 – 2016-03-18
Moderator training	S Lehloka J Moretedi	2016-03-01 – 2016-03-04
Chelsa Statistical workshop	D Ackerman S Mabena T Tsele S Lehloka Z Mokone R van der Merwe S Minnie W Steyn J Moretedi E Matlho J Ponyane S Borephe T Jobo L Storm J Molopyane A Mkam J Kabamba M Nthoroane	2016-03-09
LIASA HELIG Meeting	W Steyn J Ponyane	2016-03-11
SANLiC AGM for the 2015 Financial Year	D Ackerman	2016-03-16
ScienceDirect eBook	D Ackerman	2016-03-17

training	S Mabena T Tsele S Lehloka E Zungu J Molopyane A Mkam	
Quality Enhancement Project Feedback Session with CHE panel	J Kabamba	2016-04-07

**Table 2: Second quarter 2016**

<b>EVENT</b>	<b>STAFF MEMBER(S)</b>	<b>DATE</b>
LIASA meeting: Archive & Repository	W Steyn J Ponyane	2016-04-20
Records management	Z Mokone R van der Merwe J Ponyane E Matlho W Steyn S Minnie J Moretedi D Ackerman S Mabena T Tsele S Lehloka S Borephe L Storm L Malefane A Mkam E Zungu I Hugo I van Zyl N Mosala J Motlhaping M Maile	2016-05-18
Book and Paper Conservation Workshop	J Ponyane I van Zyl	2016-05-30 – 2016-06-02
Gale Library demonstration	D Ackerman S Mabena S Borephe L Storm J Malefane A Mkam E Zungu R van der Merwe S Minnie	2016-06-01
SAOUG SAOIM Conference 2016	S Mabena A Mkam	2016-06-07 – 2016-06-10
Compliance Management Training	M Nthoroane J Seeli M Moremi Y Jacobs M Kleynhans	2016-06-09
LIASA workshop at the Free State Provincial Library	N Mosala I Hugo	

**Table 3: Third quarter 2016**

<b>EVENT</b>	<b>STAFF MEMBER(S)</b>	<b>DATE</b>
RIE workshop and survey	R van der Merwe	2016-08-17
Sabinet Regional meeting	D Ackerman R van der Merwe Z Mokone S Borephe L Storm L Malefane E Zungu A Mkam	2016-07-21
LIASA Free State HELIG Branch meeting	A Mkam	2016-07-27
Sabinet training for CUT staff	D Ackerman S Mabena R van der Merwe Z Mokone W Steyn S Borephe L Storm L Malefane E Zungu A Mkam M Nthoroane J Smith M Moremi	2016-07-28 - 2016-07-29
Webinar on the Directory of Open Access Journals (DOAJ)	D Ackerman	2016-08-12
LexisNexis training	S Mabena S Borephe L Storm L Malefane E Zungu A Mkam J Smith	2016-08-16
LIASA Free State Branch AGM	D Ackerman R van der Merwe E Matlho J Ponyane S Minnie W Steyn S Borephe L Storm L Malefane E Zungu A Mkam M Nthoroane	2016-08-24
Higher Education Library It Event	T Tsele S Lehloka	2016-08-29 - 2016-08-31
4 <sup>th</sup> Annual Research Development and Postgraduate Studies' Research Breakaway	D Ackerman	2016-08-30
Enterprise BIA Workshop	J Kabamba D Ackerman R van der Merwe Z Mokone M Nthoroane	2016-09-07

<b>EVENT</b>	<b>STAFF MEMBER(S)</b>	<b>DATE</b>
ConsortiaManager training webinar	D Ackerman	2016-09-13
Short Course in Contract Management	S Mabena	2016-09-19 - 2016-09-21
Sabinet's launch of the new SA ePublications Platform	D Ackerman Z Mokone R van der Merwe S Minnie S Borephe L Storm L Malefane E Zungu A Mkam J Smith M Moremi	2016-09-20
LIASA SSIG Workshop: How to write minutes	S Minnie J Ponyane	2016-09-21
HELIG Webinar: IL Strategies & Tips	L Storm	2016-09-22

**Table 4: Fourth quarter 2016**

<b>EVENT</b>	<b>STAFF MEMBER(S)</b>	<b>DATE</b>
17th Annual LIASA conference in Durban	L Storm J Motlhaping M Nthoroane J Smith R van der Merwe	2016-10-10 - 2016-10-14
LIASA Free State Branch Year end function	D Ackerman L Storm W Steyn J Ponyane M Nthoroane Y Jacobs	2016-11-04
ProQuest training	S Mabena L Storm A Mkam E Zungu S Lesetja J Smith M Moremi	2016-11-15
CUT's Digital Transformation Working group	D Ackerman	2016-11-17
IUG:SA Conference	M Moremi J Seeli Z Mokone E Matlho	2016-11-23 - 2016-11-25
Dialogue on the Library Book Budget organized by UJ	D Ackerman	2016-11-25
High-level stakeholder meeting on Open Science	D Ackerman on behalf of Prof LOK Lategan	2016-12-12 - 2016-12-13

**Table 5: Presentation by LIS staff members**

<b>EVENT</b>	<b>STAFF MEMBER(S)</b>	<b>DATE</b>
“The 9 Building Blocks to successfully integrate the LIS in your research”, at CUT Research Development Workshop.	D Ackerman	2016-03-04
SCECSAL XXII Conference: Digital transformation and the changing role of libraries and information centres in the sustainable development of Africa, Ezulwini, Swaziland, 25 - 29 April 2016	Sello Borephe	2016-04-25 – 2016-04-29
“The 9 Building Blocks to successfully integrate the LIS in your research” presented at the Research Development Workshop at Welkom Campus	D Ackerman	2016-05-10
“Information Ethics: Plagiarism & Data Security” presented at Research Ethics and Integrity Workshop	D Ackerman	2016-08-26

### 3.0 INFORMATION SERVICES

Throughout the year the library provided information services to staff and students. Information services were offered in different format ranging from providing basic skills in information searching (mostly for undergraduates) to conducting in-depth and complex information searches on behalf of students and staff (mostly for post graduates and academics).

In the year under review there was a significant increase in the number of students trained (PIM). In year 2015 a total number of students who attended PIM was 6,161. However in 2016 this number increased to 8,702. However there was a marked drop in the number of customised information services offered to postgraduate students as will be seen in tables 8 and 9 while there was a slight increase in the number of Undergraduate quick reference queries.

It should be noted that unintended and unforeseen consequences of adopting PIM as a compulsory subject emerged. The sheer large number of students is increasingly becoming overwhelming to the extent that Faculty Librarians are struggling to cope with the teaching instructional load. It is apparent that unless some solution is found the workload challenge will soon be unsurmountable and create a great risk to continuity of the programme in its current format.



### 3.1 Training offered

**Table 6: Training activities offered to students 2016**

Faculty	Staff Member(S)	Number of Students
Management Sciences	Lizette Storm	2,594
Engineering and Information Technology	Tshidi Jobo Tshidi Jobo / Emmanuel Zungu / Lizette Storm	1,743
Health and Environmental Sciences	Jeannet Molopyane / Lucia Malefane / Shela Lesetja	1,221
Humanities	Amos Mkam	687
Welkom campus	Joyce Smith	2,457
<b>Total</b>		<b>8,702</b>

**Table 7: Training activities offered to students 2015**

Faculty	Staff Member(S)	Number of Students
Management Sciences	Lizette Storm	1,145
Engineering and Information Technology	Tshidi Jobo	1,776
Health and Environmental Sciences	Jeannet Molopyane	1,180
Humanities	Amos Mkam	1,246
Welkom campus	Sipho Hlongwane/Lizette Storm/Joyce Smith	814
<b>Total</b>		<b>6,161</b>

### 3.2 Services offered

**Table 8: Post-graduates customized information searches: 2016**

Faculty	Staff Members	Number of searches
Management Sciences	Lizette Storm	514
Engineering and Information Technology	Tshidi Jobo Tshidi Jobo / Emmanuel Zungu / Lizette Storm	130
Health and Environmental Sciences	Jeannet Molopyane / Lucia Malefane / Shela Lesetja	293
Humanities	Amos Mkam	515
Other (e.g. support services and external users)	Lizette Storm	332
Other Faculties & Support Services	Tshidi Jobo / Lucia Malefane	93
Welkom campus (all faculties)	Joyce Smith	271
<b>Total</b>		<b>2,148</b>

**Table 9: Post-graduates customized information searches: 2015**

Faculty	Staff Members	Number of searches
Management Sciences	Lizette Storm	586
Other (Support Services)	Lizette Storm	113
Health & Environmental Sciences	Jeannet Molopyane	250

Faculty	Staff Members	Number of searches
Other Faculties & Support Services	Tshidi Jobo	311
Engineering & Information Technology	Tshidi Jobo	568
Humanities	Amos Mkam	829
Welkom Campus	Sipho Hlongwane / Moses Nthoroane / Joyce Smith	137
<b>Total</b>		<b>2,794</b>

**Table 10: Under-graduates quick reference queries: 2016**

Faculty	Staff Members	Number of queries
Management Sciences	Lizette Storm	447
Engineering and Information Technology	Tshidi Jobo Tshidi Jobo / Emmanuel Zungu / Lizette Storm	136
Health and Environmental Sciences	Jeannet Molopyane / Lucia Malefane / Shela Lesetja	272
Humanities	Amos Mkam	470
Welkom campus	Joyce Smith	0
<b>Total</b>		<b>1325</b>

**Table 11: Under-graduates quick reference queries: 2015**

Faculty	Staff Members	Number of queries
Management Sciences	Lizette Storm	177
Health & Environmental Sciences	Jeannet Molopyane	139
Engineering and Information Technology	Tshidi Jobo	750
Humanities	Amos Mkam	187
Welkom Campus	Sipho Hlongwane / Moses Nthoroane	55
<b>Total</b>		<b>1,308</b>

### 3.3 Interlibrary loans

Interlibrary loan services are intended to supplement the library effort to meet information needs of clients. This service is provided under an agreement between university libraries in South Africa to borrow materials, from each other, that they may not have in their individual collections. This service is provided exclusively to postgraduate students and staff.

The drastic increase in interlibrary loan transactions recorded in 2016, in comparison to 2015, seems unrealistic. A close scrutiny of this set of data is warranted in 2017 more so that the current trend in most academic libraries is that, by and large, fewer interlibrary loans placements are being experienced in virtually all universities. This is largely due to the mushrooming of alternative sources of information in electronic format. The general propensity towards use of electronic databases, Institutional Repositories and the growing number of open access study materials have substantially driven out the appetite for use of interlibrary loans services.

**Table 12: Interlibrary loans in 2016**

<b>Document Delivery</b>	<b>Quantities</b>
Books requested from the CUT LIS by South African libraries	510
Copies/articles requested from CUT by South African libraries	126
Copies/articles requested via international agents by CUT clients	1
Books requested via <u>interlending</u> by CUT clients	639
Articles (copies) requested via <u>interlending</u> and document delivery by CUT clients	1077
Document Delivery	166
<b>Total number of transactions</b>	<b>2519</b>

**Table 13: Interlibrary loans in 2015**

<b>Document Delivery</b>	<b>Quantities</b>
Books requested from the CUT LIS by South African libraries	108
Copies/articles requested from CUT by South African libraries	41
Copies/articles requested via international agents by CUT clients	0
Books requested via <u>interlending</u> by CUT clients	164
Articles (copies) requested via <u>interlending</u> and document delivery by CUT clients	129
<b>Total number of transactions</b>	<b>442</b>

### 3.0 ACQUISITIONS

The year 2016 was very challenging in a number of respects. The funding for library resources was under severe strain. Besides underfunding the library budget was approved very late in course of the academic year. It would appear that the tightening of institutional financial controls coupled with students' inability or reluctance to meet hiked university fees had a huge toil on university finances in general and the library resourcing in particular. Naturally this development had a negative impact on acquisition of library information sources.

However for the current reporting period the library budget cuts cannot be reflected in statistical format because the library adopted a new model for recording of acquisitions data which makes it unrealistic to compare the library materials acquired in 2016 to 2015. Perhaps the section covering cataloguing materials would be more explicitly to demonstrate the advert effects of budget cuts on library resourcing. The Acquisitions tables will only show the impact of budget constraint in the quarterly and annual report of the 2017 academic year.

**Table 14. Titles Ordered for Bloemfontein and Welkom Campuses: 2016**

	<b>Bloemfontein Titles</b>	<b>Bloemfontein copies</b>	<b>Welkom Titles</b>	<b>Welkom copies</b>
Printed Materials	445	756	359	431
Rush orders	48	120	5	8
Audiovisual	7	7	0	0
E Books	23	23	0	0
Journals	0	0	0	3

<b>Total</b>	523	906	364	442
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**Table 15. Printed materials received and paid: 2016**

<b>Faculty</b>	<b>Amount paid</b>	<b>Titles</b>	<b>Copies</b>
Management Sciences	R297,523.46	160	319
Engineering & Information Technology	R287,204.31	141	163
Health & Environmental Sciences	R208,895.86	67	126
Humanities	R159,762.09	167	256
LIS Bloemfontein Campus	R98,588.10	68	76
Welkom Campus	R499,190.13	427	512
<b>Totals</b>	<b>R1,551,163.95</b>	<b>1030</b>	<b>1452</b>

**Table 16. Electronic books received and paid: 2016**

<b>Faculty</b>	<b>Amount paid</b>	<b>Copies</b>
Management Sciences	R6,356.02	1
Engineering & Information Technology	R16,141.26	2
Health & Environmental Sciences	R51,334.66	7
Humanities	R44,529.68	3
LIS Bloemfontein Campus	R64,065.20	13
Welkom Campus	R401.21	1
<b>Totals</b>	<b>R182,828.03</b>	<b>27</b>

**Table 17. Audio-visual materials received and paid: 2016**

<b>Faculty</b>	<b>Amount paid</b>	<b>Titles</b>	<b>Copies</b>
None	R 23,598.00	7	7
<b>Totals</b>	<b>R 23,598.00</b>	<b>7</b>	<b>7</b>

## 5.0 CATALOGUING

More often than not there is a symbiotic relationship between acquired library materials and processed library materials. Library materials processed are normally derived from materials acquired or purchased in a given period. More than anything else table 18 below is a clear testimony of the impact of library budget cuts. The drastic decline in materials processed, especially library material catalogued in 2016 as opposed to 2015, essentially depicts the extent to which underfunding of library resources undermined the library ability to acquire study materials.

**Table 18: Materials processed in 2015 and 2016**

<b>Activities</b>	<b>2015</b>	<b>2016</b>
Copy cataloguing	2,198	730
Original cataloguing	581	297
Revised bibliographic records	2,510	2632
Item record created/revised	2,644	2967
Holding added/deleted	3,420	1442

Authority records downloaded/corrected	3,674	669
Materials written off	4,268	565
Materials classified/reclassified	1,011	588
E-books catalogued	1,001	287
<b>Total</b>	<b>21,307</b>	<b>10,177</b>

## 6.0 SYSTEMS

### 6.1 Databases

Subscription to databases is important in supporting teaching and learning and building the research capacity of the university. The budget for subscription to databases was equally affected by underfunding of library resources however a strong case for allocation of additional funds was made given that most subscriptions to databases were based on long term contracts that the university had already committed to. As such towards the end of the academic year the Finance Office of CUT was compelled to secure funding from other sources to meet the library contractual obligations for database subscriptions.

**Table 19: Library subscription to databases in 2016**

<b>DATABASE</b>	<b>VENDOR</b>
Bookfind Online Premier	Bookdata
CASELaw	Workinfo.com
EbscoHost (Premier Package Plus Medline Full Text)	Ebsco
EbscoHost Hospitality and Tourism Complete	Ebsco
Emerald Subject eJournal Collection	Emerald
EZProxy	Sabinet
Innopac Annual License	Ill
ISI Journal Citation Reports	WWIS
ISI Web of Science	WWIS
Labour Library	Juta
LibGuides	Springshare
Netlaw	Sabinet
OCLC Worldcat Discovery (Including Firstsearch databases)	Sabinet
OCLC International ILL (Worldshare)	Sabinet
ProQuest Central	ProQuest
ProQuest Dissertation & Thesis Fulltext	ProQuest
QuestionPoint	Sabinet
RDA Toolkit	Sabinet
Refworks	ProQuest
ReQuest	Sabinet
SA Citations Plus	Sabinet
SA e-Publications	Sabinet
SA Gazette	Sabinet
SA Law Reports	Juta
SA Statutes & Regulations	Juta
SabiCat	Sabinet

ScienceDirect	Elsevier
Taylor & Francis eJournal Package	WWIS
WebDewey	Sabinet

**Table 20: Library subscription to databases in 2015**

<b>DATABASE</b>	<b>VENDOR</b>
Bookfind Online Premier	Bookdata
CASELaw	Workinfo.com
EBSCO Discovery Service	EBSCO
EbscoHost (Premier Package Plus Medline Full Text)	EBSCO
EbscoHost Hospitality and Tourism Complete	EBSCO
Emerald Subject eJournal Collection	Emerald
EZProxy	Sabinet
IEEE IET Digital Library	EBSCO
InCites	WWIS
Innopac Annual License	III
ISI Journal Citation Reports	WWIS
ISI Web of Science	WWIS
Labour Library	Juta
LexisNexis	LexisNexis
Netlaw	Sabinet
LibGuides	Springshare
OCLC International ILL (WorldShare)	Sabinet
ProQuest Central	ProQuest
ProQuest Dissertation & Thesis Full-text	ProQuest
RDA Toolkit	Sabinet
Refworks	ProQuest
ReQuest	Sabinet
SA Citations Plus	Sabinet
SA E-Publications	Sabinet
SA Gazette	Sabinet
SA Law Reports	Juta
SA Statutes & Regulations	Juta
SabiCat	Sabinet
Science Direct	Elsevier
Taylor & Francis eJournal Package	WWIS
WebDewey	Sabinet

## **6.2 Use of databases**

In the past many academic libraries considered databases as supplementary study/research materials to print library resources. Nevertheless, in recent years databases are seen as critical to academic endeavour. As a matter of fact use of databases has surpassed printed study materials as the main source of research literature. Today in many academic libraries use of databases or electronic resources is more popular for study or research purposes than use of printed books or printed journals.

Incomplete as the table on use of databases might be it is quite clear that use of databases is paramount in the academic projects at CUT. Almost 2.5 million searchers were recorded in 2016 and 57,589 full-text downloads made by library clients. Paradoxically while more downloads were made in 2016 in comparison to 2015 there was a decrease in the number of searches made on databases. It could be argued though that downloads are more important as they proximate actual usage of databases

**Table 22: Database usage 2016**

Database	Searches	Full-text Downloads
EBSCOHost	2,332,607	20,480
EBSCO Hospitality & Tourism Complete	59,203	506
ScienceDirect	10,116	48,018
SA e-Publications	7,753	6,588
Sabinet Legal (was Sabinet NETLAW)	661	192
Sabinet Reference (was Sabinet SA Citation Plus)	6,518	Not applicable
<b>Total</b>	<b>2,416,858</b>	<b>75,784</b>

**Table 23: Database usage 2015**

Database	Searches	Full-text Downloads
EBSCO-Host	3,084,958	23,297
EBSCO Hospitality & Tourism Complete	74,103	693
Science Direct (Elsevier)	12,877	21,572
SA ePublications	5,513	4,902
Sabinet Legal (was Sabinet NETLAW)	257	331
Sabinet Reference (was Sabinet SA Citation Plus)	3,243	Not applicable
<b>Total</b>	<b>3,180,951</b>	<b>50,795</b>

### 6.3 Electronic books

In 2013 the LIS took a decision to embrace and acquire electronic books as a strategy to broaden the base of library resources. To this effect subscription to ebooks commenced in 2014. Henceforth the library had been providing comparative statistics on use of ebooks from year to year. It suffices to mention that in 2015 EbscoHost eBook collections were added to the table along with ScienceDirect ebook subscriptions.

It was encouraging to see that in 2016 the number of searches and full-text downloads on EBSCO eBook platform was significant greater that that recorded in the previous year. Similarly in the year under review they were more full-text downloads made on ScienceDirect than was the case in 2015. This improvement in the pattern of usage gives the library management a sense that there is value for money in investing in electronic resources. However there is still need to attract even more clients to use electronic books.

**Table 24: E-book usage 2016**

E-book package	Searches	Full-text downloads
ScienceDirect	Not applicable	5,983
EBSCOhost eBook Collection	60189	1506

Table 25: E-book usage 2015

E-book package	Searches	Full-text downloads
ScienceDirect	Not applicable	5,607
EBSCOhost eBook Collection	49179	1,067

#### 6.4 CUT Institutional Repository (IR)

Unlike eBooks whose usage is restricted to bona fide CUT clients (registered students, CUT staff and its affiliates) use of the CUT Institutional Repository is available for use online in South Africa and elsewhere. Presently the platform is still very much in its infancy. Only a limited proportion of CUT scholarly works have been uploaded thus far. As more materials are uploaded we are likely to see a greater volume of usage than recorded in recent times.

**Table 26: Use of institutional Repository:**

Description	Cumulative until December 2016	2015	2016
Items Archived	793	453	132
Item Views	280,065	107,035	146,766
Collection Views	8,437	3,413	3,681
Community Views	17,245	8,110	4,728
Searches Performed	2,330,949	1,408,750	510,841

#### 7.0 CIRCULATION SERVICES

While online access to library resources continued to surge circulation of printed materials seemed to be losing ground. This trend, which has been observed in a couple of years now, is not necessarily a reflection of the paucity or dwindling quality of library materials. Most probably this is indicative of availability of more alternative sources of academic literature especially in electronic format. It could also be a demonstration of the success of library training activities in accessing online information sources.

**Table 27: Circulation statistics in 2016**

Faculty	Printed material	Multimedia	Study collection	Total
Management Sciences	93	82	7	182
Engineering and Information Technology	4508	0	381	4889
Health and Environmental Sciences	3413	10	7	3430



Humanities	3584	2	177	3763
Other (Bloemfontein)	5682	90	1505	7277
Welkom campus	9022	1	9829	18852
<b>Total</b>	<b>26302</b>	<b>185</b>	<b>11906</b>	<b>38,393</b>

**Table 28: Circulation statistics in 2015**

<b>Faculty</b>	<b>Printed material</b>	<b>Multimedia</b>	<b>Study collection</b>	<b>Total</b>
Management Sciences	1,801	0	72	1,873
Engineering & Information Technology	5,638	0	594	6,232
Health & Environmental Sciences	5,086	0	27	5,113
Humanities	5,245	0	87	5,332
Other (Bloemfontein)	6,584	45	392	7,021
Welkom	9,390	0	9,238	18,628
<b>Total</b>	<b>33,744</b>	<b>45</b>	<b>10,410</b>	<b>44,199</b>