

UC Southern Regional Library Facility

Annual Report

2013/14

Significant Events and Accomplishments 2013/14

Transform the Collection by continuing to build shared collections, by expanding preservation reformatting services, and by providing excellent management of the database systems for collection inventory control and report capabilities.

- New Deposits: in 2013/14, the SRLF received 158,484 new items.
- New items added to the collections in 2013/14 totaled 113,351.

UCB Library (Microfilm)	90	< 1%
UCI Libraries	6,695	6%
UCLA Libraries	51,889	45%
UCLA Film & Television Archive	0	0
UCR Libraries	5,705	5%
UCSD Libraries	14,315	12%
UCSB Libraries	4,848	3%
UCL Shared Print Collection	23,185	20%
UC JSTOR Archive	4,795	3%
WEST Shared Print Archive	6,624	6%

- Paging and ILL requests totaled 97,373, a 3% drop from the previous year. In 2013/14 document delivery was provided for 7,786 requests, either direct to the patron via the Web or to the requesting libraries via Ariel. This represents a 7% increase in document delivery service over the previous year.
- ILL requests from UC and non-UC libraries totaled 32,642. Non-UC requests represent 51% of the total, verses 49% from UC Libraries.

- SRLF Preservation Imaging continued to serve the UC needs for preservation reformatting of library collections. SRLF continues to support UCLA Library’s digital reformatting efforts with an emphasis on ephemeral collections. In 2013/14 those ephemeral collections included Minasian manuscripts and correspondence, the Miriam Matthews Collection, LAUSD Collection, and pre-1900 volumes from the Hebraica Collection.

The CopiBook scanner and the Phase One digital camera system have enhanced production capacity and enable Preservation Imaging staff to capture high quality images at faster speeds, particularly for oversize flat documents such as posters, maps, and architectural drawings. In 2013/14 the Phase One camera was used very effectively on historic map collections from UC Riverside Library/Water Resources Collection and from the UCLA East Asian Library.

Preservation imaging statistics for 2013/14 include the following:

Microfilm images filmed (frames)	16,980
Microfilm reels produced	157
Digital photography and scanning of print and photographic materials	99,187
Microfilm-to-digital images scanned	15,650

- JSTOR team members focused attention of completing Phase 6 validation (281 distinct new titles and circa 3.3 million pages of content) as well as annual moving wall additions for previously archived titles. As of June 30, 2014 Phase 6 titles are 92% complete. Since inception in 2005, the JSTOR Team has validated a grand total of 39,070,000 pages and compiled a print archive of 78,184 volumes. The JSTOR de-duplication service continues to be offered for new titles, and four campuses took advantage of this service in 2013/14. Participating campuses included UCI, UCLA, UCR, and UCSD. At the SRLF, 6,049 duplicate volumes received from campuses were discarded into the recycling stream in 2013/14.
- Participation in WEST- Cycle 3 Archive Building: SRLF served as one of six Archive Builder locations, along with UC Northern Regional Library Facility, Stanford University, Arizona State University, Rice University and University of Kansas. Between June and August 2013 SRLF’s WEST Coordinator Tin Tran spent considerable time reviewing the WEST Bronze, Silver and Gold journal family lists that had been assigned to SRLF, identifying the locations and holdings for those journal families. The Silver and Gold lists included very large groups of titles from which the SRLF was able to select preferred titles. Work on disclosures and validation of the Silver and Gold titles continued through May, and on May 16th a complete extract of the WEST Bronze, Silver and Gold holdings at the SRLF was produced for the Print

Archive Preservation Registry (PAPR). In total, the SRLF committed 18,803 volumes to WEST Bronze, Silver, and Gold Archives in Cycle 3. The total number of WEST volumes held at the SRLF for Cycles 1-3 is 74,268.

- Technology and network support activities during the year included a large project to discard and recycle any old and obsolete equipment that could no longer be used at the SRLF. This was followed in the spring quarter with staff workstation replacements and upgrades for specialized workstations in Preservation Imaging.

The web development team continues to make progress on the Intranet site content migration to Sitefinity CMS. Basic content has migrated, SRLF managers have received training on editing content in Sitefinity, and web applications running on the old site have undergone conversion and enhancement to current web standards. The SRLF's classic ASP applications that support PDF document delivery and SRLF Deposit Manager are being rewritten to current web standards, with completion expected in July 2014.

Make Specialized Collections Accessible through digitization projects, and continue to explore options and solutions for preserving and servicing the newspaper collection.

- Preservation Imaging staff focused their efforts on digitization of UCLA Library's manuscript, rare book and ephemera collections, with emphasis on the Minasian manuscripts, the H.H. WEST, Hazard Dyson, and Salton collections, the Animatrix journal (published by the UCLA Graduate Publications department), the Hebraica collection, music manuscripts from the Bruman Collection, and the Los Angeles Unified School District (LAUSD) collection.
- Newspaper Bundles Review and Discard Project: collaboration continued with the UCLA Preservation Officer, with Print Acquisitions staff, and with the Center for Research Libraries (CRL) to identify newspaper holdings that can be transferred to CRL. SRLF and the UCLA Library Preservation Office sent bundles of newspapers to CRL throughout the year, with shipments of 80-90 bundles each. Approximately 2,940 bundles were shipped to CRL from the SRLF in 2013/14. The SRLF portion of this project is expected to be finished in late Fall 2014.
- Google Books was launched at the SRLF, with monthly shipments beginning in August 2013. Partnership with CDL and Google team members has been very successful, and 24,104 volumes in the public domain have been shipped, scanned, and preserved in HathiTrust as of June 30, 2014. Google Books at the SRLF is expected to continue at least 2-3 more years, with monthly shipments of 2,000-3,000 volumes.

- SRLF managers are serving on the UC Shared Print Operations Team, along with representatives from the NRLF, CDL Shared Print, and UC Berkeley. In 2014 team members have focused their attention on the proposed RLF Journal Archiving Campaign and De-Duplication Service, which if approved will establish annual lists of journal titles that are specifically targeted for deposit at the RLFs. UC campuses that hold these titles will send volumes for deposit, including any duplicates that will be deselected at the RLFs.

Enhance Learning Spaces with improvements to physical and virtual spaces.

- In collaboration with colleagues at the NRLF, analysis was conducted on the JSTOR Archive holdings and on U.S. Federal government documents to identify duplication of these collections. The SRLF also produced a report of all non-special collections journal holdings for future comparison against the NRLF holdings. These efforts are necessary first steps to determine journal duplication rate between the RLFs, with potential in the future to strategically deselect duplicate copies. As the RLFs near full capacity, coordinated de-duplication projects will open shelving space for incoming deposits.
- Relocation of the UCLA Film & Television Archive (FATA) collection from SRLF to their new facility in Santa Clarita was expected to take place between January and June, 2014. As of June 30th FATA has not received authorization to occupy the new space and the collection remains at the SRLF. Campus allocations were not impacted in 2013/14, but SRLF is now facing severe space constraints and has no open staging areas for receiving new deposits. SRLF is waiting for news on the FATA move, and will adjust the 2014/15 deposit schedule as needed.

Goals and Strategies for 2014/15

- ***Build and Enhance Research Collections...*** *continue efforts to build shared collections at the SRLF.*
- Building shared collections: RLF persistent deposits; UCL Shared Print program; JSTOR Print Archive; WEST Bronze, Silver, and Gold archives. Support current annual allocations for the UC campuses and continue partnerships with JSTOR (1.7 million pages of moving wall content) and WEST (Bronze, Silver, and Gold titles in 2014/15 with estimated volumes of 20,000 at SRLF).
 - Evaluate available space for incoming deposits in light of the delayed relocation of FATA collection, and implement temporary moratorium as appropriate. Consider options such as de-duplication of SRLF holdings as an approach to reclaim shelving space, and propose such options for endorsement by UC collections officers and by the Council of University Librarians.
 - Maintain staff resources at the levels necessary to receive and process annual deposits from the UC Libraries, 10,000+ journal issues for the JSTOR Archive moving wall, 22,000 new issues of Shared Print for Licensed Content, and ca. 20,000 volumes for the WEST Bronze, Silver and Gold archives. Fill vacant career positions in the Processing and Access Services Sections to support on-going Shared Print and campus deposit workloads, and to ensure swift delivery of requested items to the UC Libraries community.
 - Support preservation imaging and digital reformatting services at the SRLF with adequate staff resources and variety of equipment and software tools to handle print and non-print formats. Hire new Digitization Projects Coordinator, who will provide much-needed support for the collaboration, coordination, project schedules, and productivity of UCLA-sponsored digitization projects.
 - Continue partnership with Google Books, sending monthly shipments of public domain volumes to the Google scanning center. Continue to provide accurate metadata to accompany the shipments, and to ensure successful ingest of the digital content into HathiTrust.
 - Continue collaborations with Print Acquisitions and Preservation staff to transfer newspaper holdings to CRL. Develop retention policy, workflow and deposit procedures for newspaper titles that will remain in the UCLA and SRLF collections.
 - Incorporate continuous process improvement. Working together with UCLA Library units, share ideas and explore options for improving workflows within technical processing, resource

sharing, shared print programs, and the preservation imaging programs. Coordinate SRLF process improvements with the efforts of UCLA Print Acquisitions, Cataloging/Metadata, Scholarly Communication and Licensing, Preservation, and the Digital Library.

- ***Transform Research Services ...*** explore team approach to research support and build tools, procedures, and expertise to develop, manage, and share resources.
 - Collaborate with UCLA departments to identify collections for digitization: Print Acquisitions, Cataloging/Metadata, Preservation, LSC, DLCS, SCL, and SRLF work together to establish efficient workflows; prioritize the projects for digitization; adhere to standards for quality and improved discovery. When the legacy print materials are requested for use, ensure quick retrieval and safe delivery of the items to LSC.
 - Enhance and expand existing web-based applications and databases at SRLF; provide access to these tools and resources via the SRLF intranet or internet site; explore options for sharing the applications or modeling those applications with other collections management units.

- ***Focus on Teaching and Learning ...*** through improved discovery and access to the collections.
 - Accurately record the holdings in local and WorldCat systems; respond quickly to resource sharing requests; provide digital copies for delivery of content on demand. This goal is closely aligned with *Transform Research Services*, and collaboration with other collection management units.
 - Upgrade the SRLF websites for improved design elements and for compatibility with mobile devices.

- ***Reconceptualize the Library as Place ...*** identify and provide additional capacity to support growth and changing needs, both in usage and in collections.

- Expand existing storage capacity at the SRLF for the UC Libraries print collections, which in turn allows libraries to downsize their on-site print collections and reconfigure spaces for teaching and learning. This will be possible through:
 - Careful de-selection of duplicate journal holdings where other trusted shared print archives exist (JSTOR, WEST Libraries; de-duplication across the UC RLFs);
 - Preparation to reclaim space as UCLA Film & Television Archive collections are moved to a new facility in Santa Clarita (2014/15).
- Work with UCLA Library and Capital Programs to secure approval and funding for SRLF Phase 3.
- Continue to provide no-cost document delivery service to UCLA users for requests of Shared Print journal content. Ensure that document delivery services to the UC campuses are effectively meeting the needs of users, with error-free content and swift delivery.

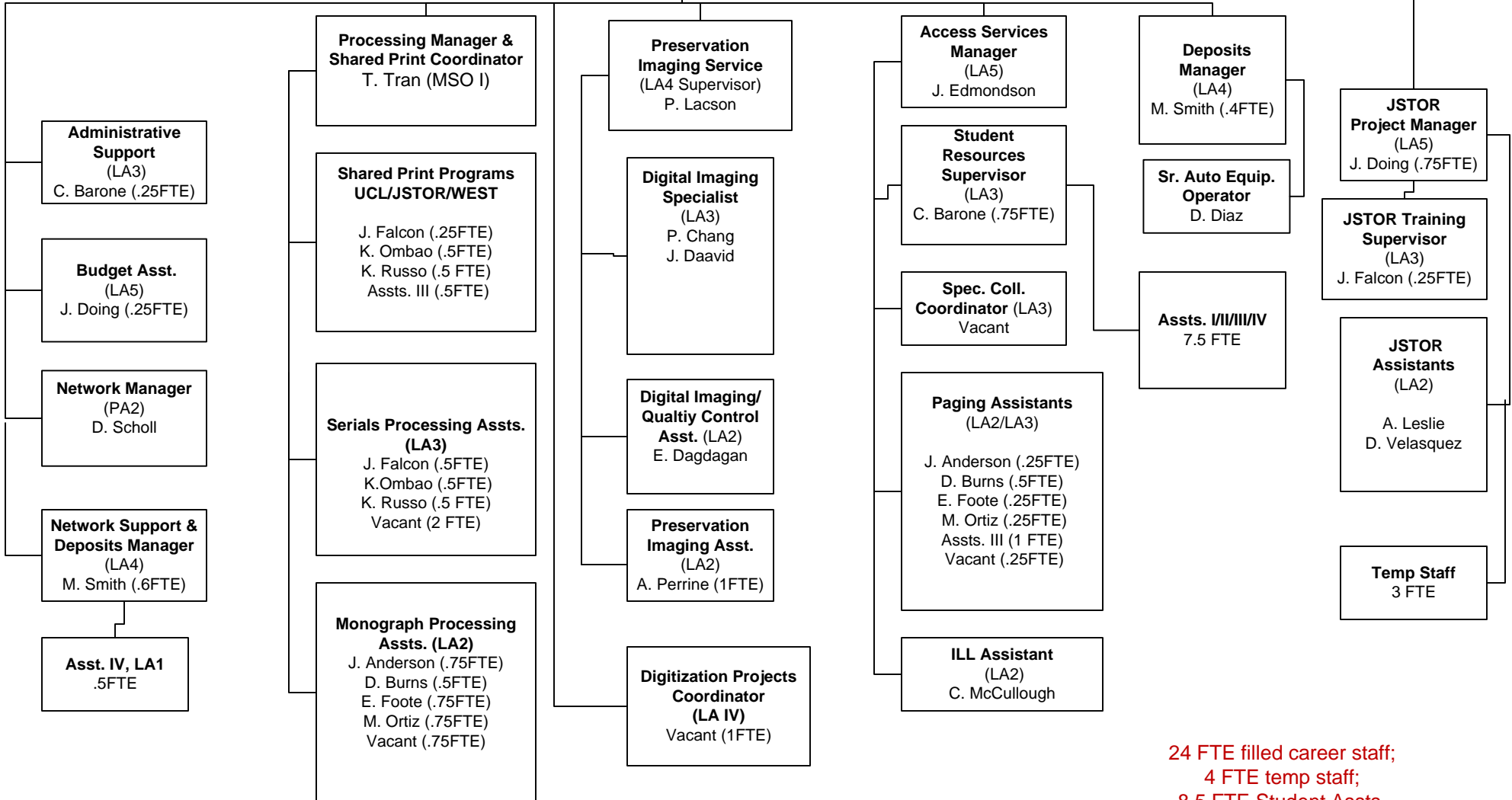
University of California
 Southern Regional Library Facility
 Org Chart June 2014

SLF Board

UCLA Library UL
 Ginny Steel

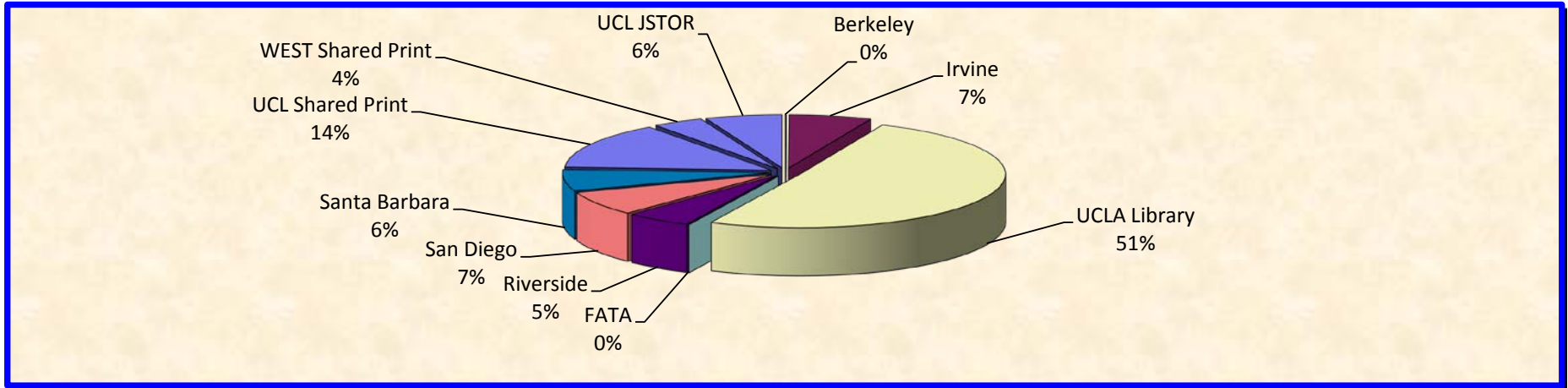
Director
 C. Carlton

AUL Collection Dev & Scholarly Comm.
 S. Farb



24 FTE filled career staff;
 4 FTE temp staff;
 8.5 FTE Student Assts.

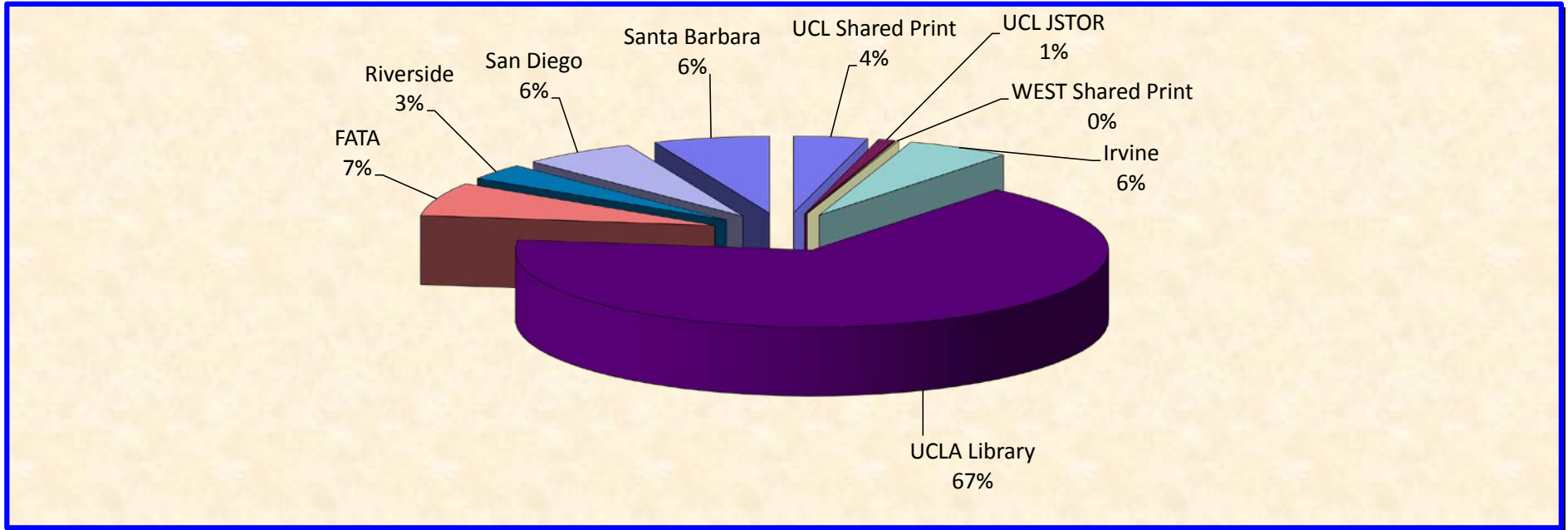
**ITEMS RECEIVED
JULY 2013 thru JUNE 2014**



Number of Items Received

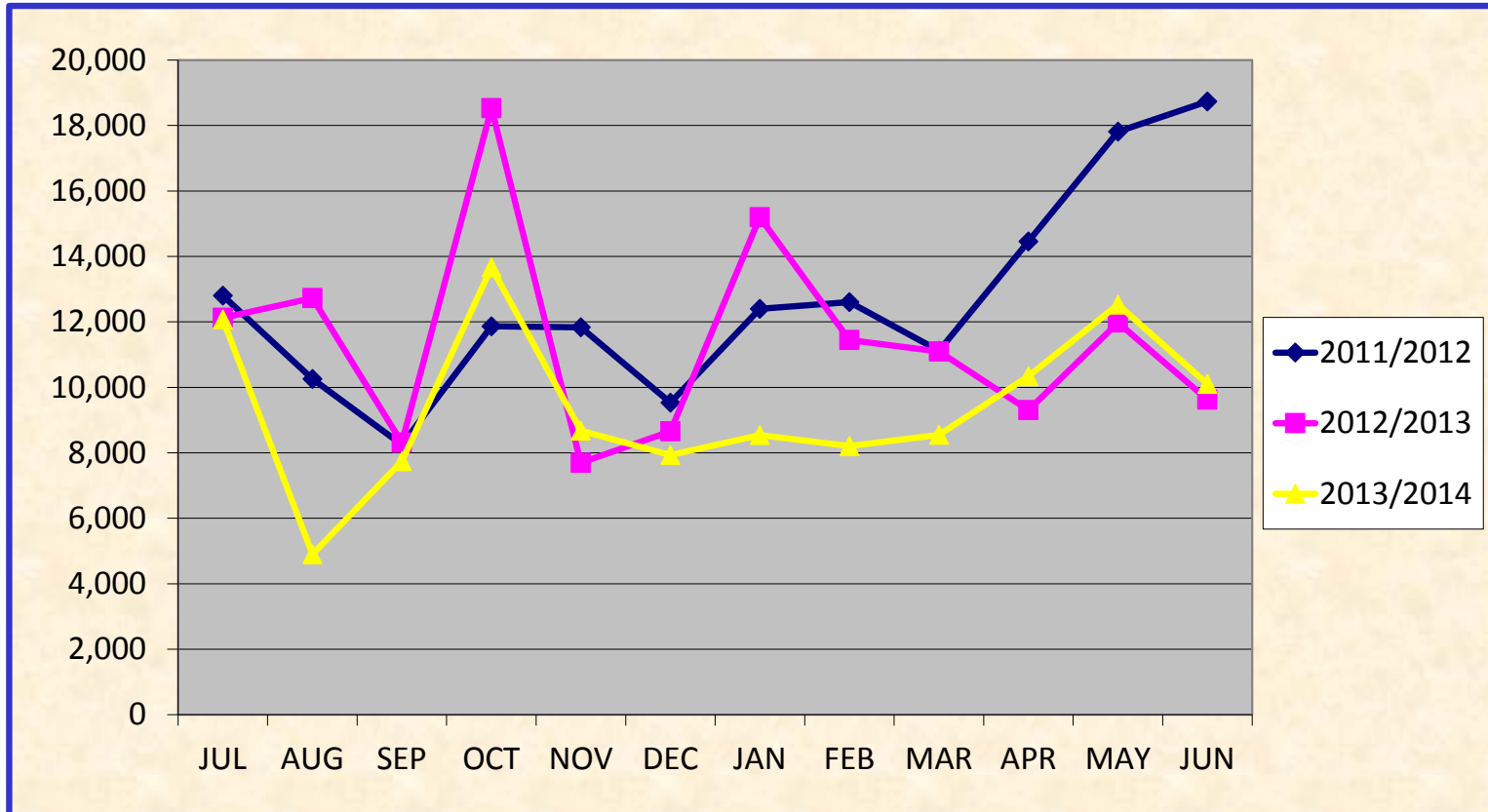
	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	To Date
Berkeley												90	90
Irvine		1,845		3,179		1,545	33	303		1,899		1,436	10,240
Los Angeles													
UCLA Library	8,399	8,510	4,465	5,247	5,694	3,941	3,781	7,955	7,026	6,512	10,058	8,574	80,162
FATA													0
Los Angeles Subtotal	8,399	8,510	4,465	5,247	5,694	3,941	3,781	7,955	7,026	6,512	10,058	8,574	80,162
Riverside			1,625		1,174			1,313		1,788		2,246	8,146
San Diego	1,773		2,080	4,271	295	278	1,682		301	299		546	11,525
Santa Barbara	1,709			1,464							3,575	3,492	10,240
UCL Shared Print				8,026	2,084	1,569	2,864	1,924	1,376	1,793	1,275	1,255	22,166
WEST Shared Print					64	84	18		1,341	3,575	1,246		6,328
UCL JSTOR					3,959		2,303					3,325	9,587
Deposits Received	11,881	10,355	8,170	14,161	11,122	5,764	7,799	9,571	7,327	10,498	13,633	19,619	158,484

U. C. Southern Regional Library Facility Items Added By Campus From July 2013 Thru June 2014



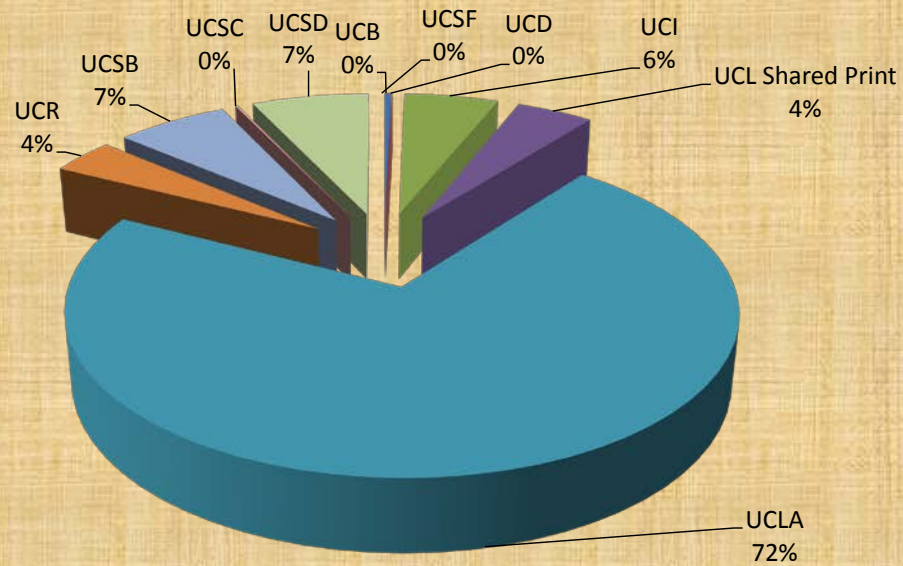
Items Added	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	2013/14		1987/2013		GRAND TOTAL TO DATE
													TOTAL	TOTAL	TOTAL	TOTAL	
UCL Shared Print	908	3,150	2,064	2,221	1,250	1,637	1,371	1,150	2,313	1,216	1,875	4,030	23,185	228,725	251,910		
UCL JSTOR	413	578	688	721	486	0	1	362	264	559	340	383	4,795	50,462	55,257		
WEST Shared Print	0	223	161	183	109	39	279	84	125	3,504	1,788	129	6,624	0	6,624		
Irvine	235	268	603	1,630	80	23	829	1,010	618	254	934	211	6,695	348,398	355,093		
Los Angeles																	
UCLA Library	7,720	0	3,909	5,659	4,675	5,244	3,851	4,096	4,390	2,867	6,071	3,407	51,889	4,104,789	4,156,678		
FATA													0	439,443	439,443		
Los Angeles Sub-Total	7,720	0	3,909	5,659	4,675	5,244	3,851	4,096	4,390	2,867	6,071	3,407	51,889	96,058	4,596,121		
Riverside	1,108	0	304	708	180	0	288	947	901	738	0	531	5,705	204,741	210,446		
San Diego	1,786	1,229	689	1,959	2,126	427	1,741	881	200	1,763	677	837	14,315	372,992	387,307		
Santa Barbara	324	31	10	1,304	257	564	183	36	0	0	1,181	958	4,848	391,525	396,373		
Total	12,081	4,901	7,740	13,664	8,677	7,934	8,542	8,204	8,547	10,342	12,526	10,103	113,261	1,642,439	6,203,874		

ITEMS ADDED JULY 2011 thru JUNE 2014



Added	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2011/2012	12,804	10,254	8,248	11,869	11,839	9,536	12,396	12,608	11,118	14,459	17,813	18,736	151,680
2012/2013	12,122	12,727	8,312	18,529	7,697	8,653	15,194	11,444	11,095	9,307	11,984	9,625	136,689
2013/2014	12,081	4,901	7,740	13,664	8,677	7,934	8,542	8,204	8,547	10,342	12,526	10,103	113,261
Total	37,007	27,882	24,300	44,062	28,213	26,123	36,132	32,256	30,760	34,108	42,323	38,464	401,630

Total Items in Volume Equivalents by Campus 2013/2014

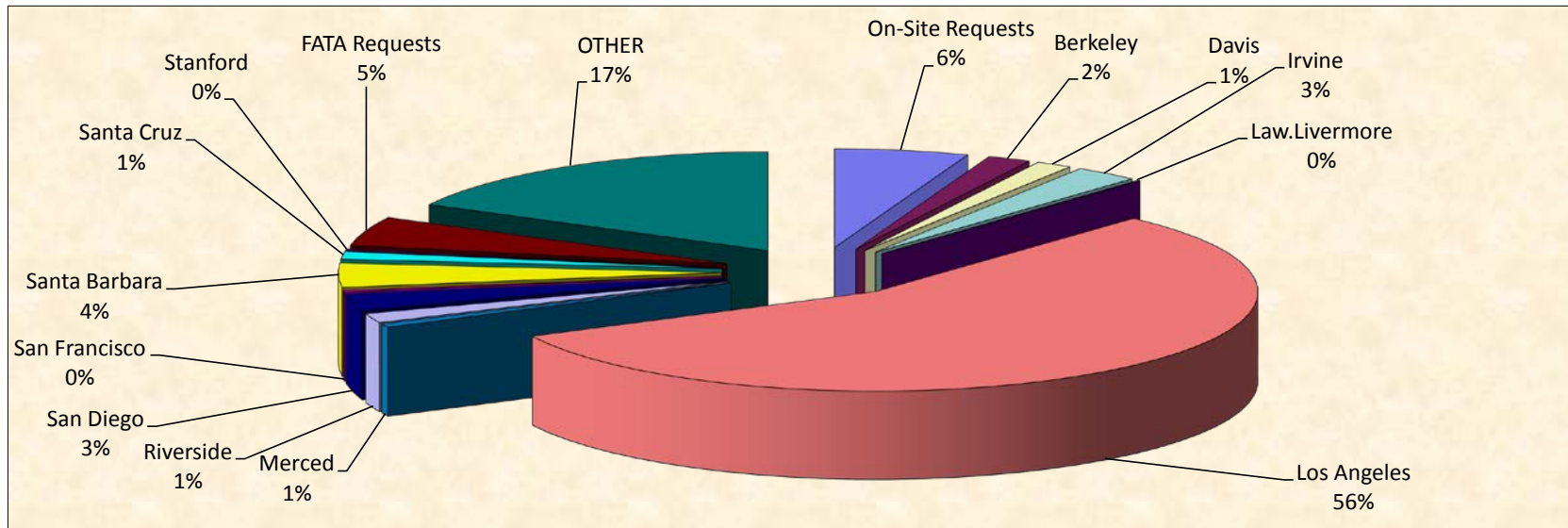


SRLF Item Summary by Type, 2013/2014

Type	Item Count	Volume Equivalent
Barcoded Collections	6,218,705	6,545,422
Unbarcoded Collections (FATA, IML, etc.)	473,435	776,508
Total	6,692,140	7,321,930

Campus	Item Total	Volume Equivalent Total	V. E. % Contributed to SRLF
UCB	27,225	8,257	0.41%
UCD	1,276	1,276	0.02%
UCI	376,094	371,211	5.62%
UCL Shared Print	305,394	62,361	4.56%
UCLA	4,334,729	4,866,001	71.85%
UCR	253,134	269,531	3.78%
UCSB	442,910	477,404	6.62%
UCSC	10,843	10,842	0.16%
UCSD	467,064	478,503	6.98%
UCSF	36	36	0.00%

PAGING REQUESTS JULY 2013 thru JUNE 2014

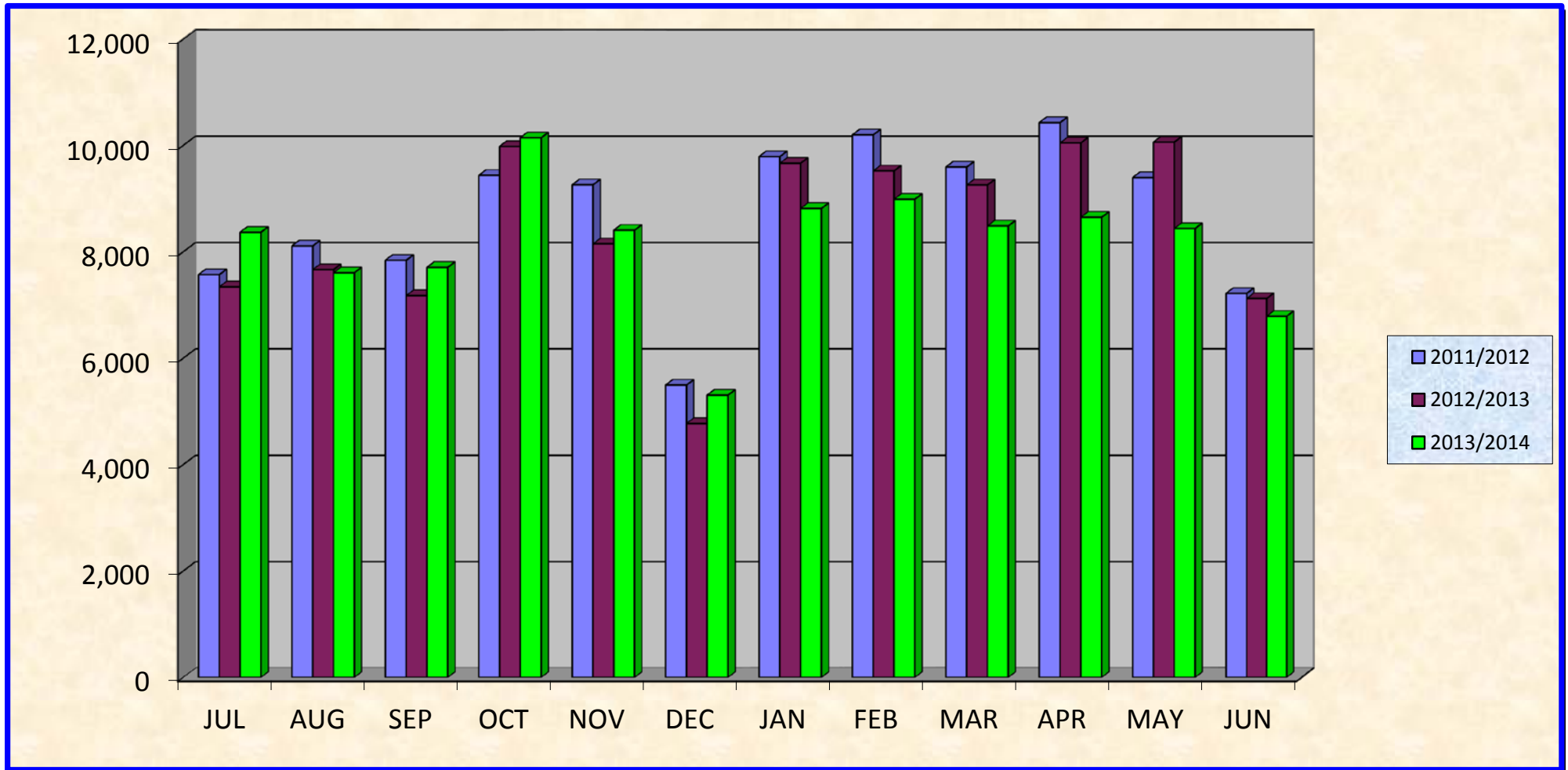


	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	To Date
On-Site Requests	598	518	555	506	429	305	401	511	422	367	587	330	5,529

Origin of Paging Requests

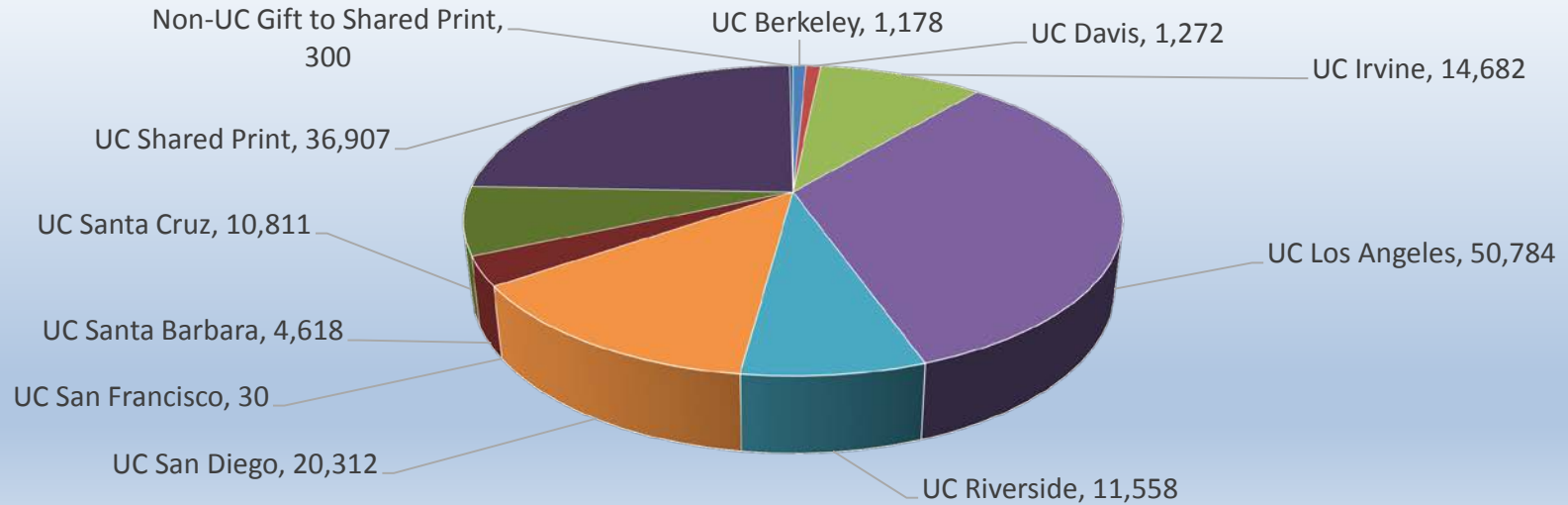
	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	To Date
Berkeley	99	166	128	137	147	108	189	231	175	173	146	85	1,784
Davis	147	179	113	126	104	58	135	153	96	131	128	102	1,472
Irvine	207	198	216	273	160	215	250	210	246	224	235	197	2,631
Law.Livermore	21	3	12	5	5	3	10	8	5	2	4	6	84
Los Angeles	4,823	4,202	3,892	5,231	4,467	2,873	5,063	5,255	4,910	5,089	5,061	3,688	54,554
Merced	29	50	51	94	81	24	25	58	67	36	18	21	554
Riverside	93	107	148	123	139	46	145	155	110	143	161	97	1,467
San Diego	187	160	224	289	222	109	275	250	236	309	246	190	2,697
San Francisco	21	15	10	13	8	11	26	19	20	7	17	17	184
Santa Barbara	301	191	271	422	276	185	389	413	294	463	349	267	3,821
Santa Cruz	83	88	78	104	81	42	93	175	115	153	125	75	1,212
Stanford	31	18	15	21	17	8	17	13	22	11	17	24	214
SUB TOTAL	6,042	5,377	5,158	6,838	5,707	3,682	6,617	6,940	6,296	6,741	6,507	4,769	70,674
FATA Requests	394	280	492	571	379	290	338	374	508	380	284	355	4,645
OTHER	1,335	1,433	1,504	2,230	1,893	1,030	1,461	1,164	1,262	1,163	1,061	1,335	16,871
GRAND TOTAL	8,369	7,608	7,709	10,145	8,408	5,307	8,817	8,989	8,488	8,651	8,439	6,789	97,719

PAGING REQUESTS JULY 2011 thru JUNE 2014



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2011/2012	7,573	8,112	7,842	9,439	9,261	5,495	9,792	10,200	9,595	10,431	9,397	7,220	104,357
2012/2013	7,344	7,667	7,179	9,982	8,151	4,774	9,667	9,523	9,258	10,049	10,063	7,124	100,781
2013/2014	8,369	7,608	7,709	10,145	8,408	5,307	8,817	8,989	8,488	8,651	8,439	6,789	97,719
TOTAL	23,286	23,387	22,730	29,566	25,820	15,576	28,276	28,712	27,341	29,131	27,899	21,133	302,857

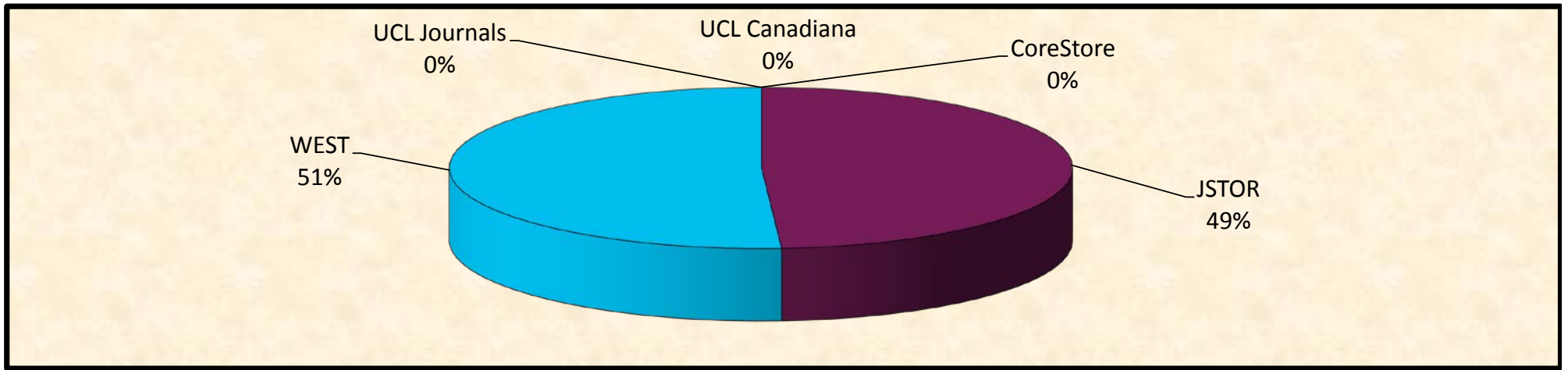
Shared Print Contributions, Items Added by Campus



Campus	JSTOR 2006-2012	JSTOR 2012/2013	JSTOR 2013/2014	JSTOR Grand Total	CORESTORE-WEST 2005-2012	WEST 2012/2013	WEST 2013/2014	WEST Grand Total	Ultimate Total to Shared Print
UC Berkeley	1,038	1	139	1,178	0	0	0	0	1,178
UC Davis	1,024	0	0	1,024	0	80	168	248	1,272
UC Irvine	9,450	817	305	10,572	893	1,375	1,842	4,110	14,682
UC Los Angeles	19,316	2,153	2,251	23,720	8,938	10,787	7,339	27,064	50,784
UC Riverside	6,253	1,012	1,098	8,363	874	1,112	1,209	3,195	11,558
UC San Diego	10,592	1,894	1,502	13,988	1,547	2,986	1,791	6,324	20,312
UC San Francisco	30	0	0	30	0	0	0	0	30
UC Santa Barbara	2,907	72	135	3,114	174	880	450	1,504	4,618
UC Santa Cruz	10,779	1	2	10,782	0	8	21	29	10,811
UC Shared Print	4,895	169	49	5,113	2,360	19,358	10,076	31,794	36,907
Non-UC Gift to Shared Print	0	0	300	300	0	0	0	0	300
TOTAL	66,284	6,119	5,781	78,184	14,786	36,586	22,896	74,268	152,152

NOTE: CORESTORE items contributed to WEST Program in 2011/2012. CORESTORE 2005/2006 total subsumed into WEST 2011/2012 total.

Paging Requests for Shared Print Collections July 2013 thru June 2014



	July 13	Aug 13	Sept. 13	Oct. 13	Nov. 13	Dec. 13	Jan. 14	Feb. 14	Mar. 14	Apr. 14	May 14	June 14	Total 2013/2014	Total from 05/06 - 12/13	Grand Total
CoreStore	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4
JSTOR	71	5	3	1	2	4	2	0	1	3	1	2	95	85	180
WEST	9	13	7	7	4	3	6	9	7	12	10	12	99	99	198
UCL Journals	0	0	0	0	0	0	0	0	0	0	0	0	0	83	83
UCL Canadiana	0	0	0	0	0	0	0	0	0	0	0	0	0	21	21
Total	80	18	10	8	6	7	8	9	8	15	11	14	194	292	486