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**UC  
SOUTHERN  
REGIONAL  
LIBRARY  
FACILITY**

**2009/10  
ANNUAL  
REPORT**

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## SIGNIFICANT EVENTS AND ACCOMPLISHMENTS 2009/10

*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: the SRLF received 227,798 new items, including 4,000 extra deposits from UCSD, 37,482 items for the UCL Shared Print Collections and 12,131 pre-processed items from UCLA Film & Television Archive.
- New items added to the collections in 2009/10 totaled 210,439.

UCI Libraries	10884	5%
UCLA Libraries	92782	44%
UCLA Film & Television Archive	12131	5.7%
UCR Libraries	10810	5%
UCSD Libraries	17839	8.4%
UCSB Libraries	17459	8.3%
UCL Shared Print Collection	39909	19%
UCL JSTOR Archive	8625	4%

- YRL Renovation and SRLF support: in July 2009, the YRL Renovation Collections & Services Team was tasked with preparing, staging, and transferring reference volumes, unbound periodicals, maps, and microform collections from YRL A Level to the SRLF. A number of SRLF staff participated in these efforts, including Team Manager and Serials Specialist Reynaldo Quitos, SRLF Processing Manager Tin Tran, and SRLF processors Christopher Brennan, Lillian Lau, and Kathryn Tam. With construction crews scheduled to clear and renovate large sections of YRL A Level by late 2009, there was intense pressure to prepare and move the collections as quickly as possible. Between July 2009 and February 2010 the following collections were moved from YRL:

Microfilm reels sent to SRLF	5,628
Microfiche sent to SRLF	745 linear ft.
Folded Maps sent to SRLF	2,459
Map Folders sent to SRLF	169
Unbound Periodicals sent to SRLF	10,097
Unbound Periodical duplicates identified for discard	5,792
YRL Bound Journals identified for transfer to SRLF	17,189
YRL Bound Journal duplicates identified for discard	402
SRLF staff hours spent preparing these collections for deposit	1101

- Paging and ILL requests totaled 122,179, a slight decrease of .006% from the previous year. The SRLF filled 8,650 document delivery requests electronically, either direct to the patron via the Web or to the requesting libraries via Ariel.
- ILL requests from non-UC libraries continued to increase with 23,573 requests received in 2009/10, a **46% increase** over the previous year. Non-UC requests now represent more than 19% of the SRLF's ILL workload, while UC requests have decreased by near 8%. The shifting workload from UC to non-UC requests presents some challenges for shipping and receiving staff. Fortunately the SRLF has been able to assign more student assistance support to the ILL section, enabling SRLF to maintain 24-hour turn around for UC requests and a 48-hour turn around on filling non-UC requests.

- SRLF Preservation Imaging continued to serve the UC needs for preservation reformatting of library collections. In addition to sustaining the existing programs that support microfilming local newspaper titles and digitization of unique manuscript and photograph collections, UCLA Library launched the Stokes Imaging Pilot with SRLF hosting the site for digitization equipment and scanning technicians.

Preservation imaging statistics for 2009/10 include the following:

Microfilm images filmed (frames)	30704
Microfilm reels produced	235
Digital scanning images captured	39949
Microfilm reels scanned	64

- JSTOR Phase 3, with 150 new titles and circa 3.6 million pages of content, occupied team members throughout the year. Titles began arriving from UC campuses in July 2009, and by the end of June 2010 4.75 million pages had been validated and 8,625 volumes had been added to the Archive. Together with Phase 1 and 2 titles, the JSTOR Team has validated a grand total of **27,342,213 pages** and compiled a print archive of **51,206** bound volumes. In 2009/10 progress was made on acquiring more than 200 volumes that were listed on the SRLF/JSTOR Wish List. The Wish List contains titles and volumes that are missing from the Archive and for which the team could not find acceptable copies within the UC Library collections. These Wish List contributions were graciously offered by Dartmouth University and Occidental College. Work on Phase 4 has already begun, with 246 additional titles to be added and ca. 4.2 million pages to be validated in 2010/11.

The JSTOR Project successfully completed its third audit in September 2009 with an audit score of 99.96% accuracy. This result surpassed the previous highest score from 2008 of 99.95% accuracy.

- Technology and network support activities during the year included the successful installation and configuration of workstations for the Stokes Pilot. This work included testing and installation of Windows Vista and SQL server to support the Stokes software. In addition, the SRLF successfully completed its 3-year replacement plan with purchase and installation of staff workstations that replaced and retired the oldest hardware in the SRLF network.

IT staff continued testing Windows 7 in preparation for the migration from Windows XP in Fall 2010, and IT staff served on the Library Computing Services (LCS) team to migrate CLICC's Software Shortcut application to campus Shibboleth authentication.

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

- Plans and preparation for the Stokes Pilot began in 2008/09, with an offer from Stokes Imaging to install a newly-designed scanning station at SRLF for testing and evaluation as a mass-digitization option. With funding from UCLA Library, the Pilot provided two new workstations for image capture and processing at SRLF, expanded storage capacity for the Digital Library servers, and support for 1.25 FTE staff at the SRLF, along with support from UCLA's Digital Library and Cataloging/Metadata staff. SRLF's IT staff worked closely with LIT and Digital Library to identify computer specifications that would meet the requirements of the Stokes Imaging Workflow Solution (IWS). In November 2009, the Stokes equipment arrived and was installed with hands-on support from SRLF's Preservation Imaging supervisor. After installation, training, and several months of debugging the Stokes IWS software, the Project staff focused their efforts on digitization of UCLA Library Special Collections' Motion Picture Stills Collection and the Aldous Huxley Collection. The Stokes Pilot will continue in 2010/11 with additional unique photo and manuscript collections held by UCLA Special Collections.
- Newspaper Bundles Review and Discard Project: In 2008/09 SRLF organized an effort to review ca. 1000 newspaper titles held at the SRLF, contained in 12,000+ bundles. The review was requested because many newspaper bundles have become brittle and could not be used without risk of further damage. Working with UCLA Library collection

development staff and the preservation officer, the SRLF provided detailed spreadsheets of the UCLA newspaper holdings at SRLF. In 2009 selectors completed reviews and recorded decisions in the spreadsheets for the majority of titles (retain, replace/reformat, or discard). For those holdings that had been designated "DISCARD", the SRLF serials processors proceeded with the physical discard and editing of SRLF holdings records. In 2009/10 SRLF staff completed the first phase of this project: 1458 bundles were discarded.

The Center for Research Libraries (CRL) has expressed a willingness to accept titles and holdings not already in the CRL. The next phase in this Project, slated for completion in early 2010/11, will be to update the spreadsheets with summary holdings data and to package the bundles for shipment to CRL. Titles that are relevant to Los Angeles and southern California will be retained and evaluated for local digital or microfilm reformatting.

- Progress has begun on the effort to process and inventory the preservation microfilm collections (masters and print negatives). In 2008/09 revised cataloging and processing guidelines were approved by UC catalogers. With those guidelines finally in place, the SRLF processing staff began working on the oldest deposits, and by June 2009 more than 1400 microfilm reels had been completed.

***Enhance Learning Spaces with improvements to physical and virtual spaces.***

- SRLF Deposits and Processing staff provided critical support to UCLA Library's YRL Renovation Project, with particular emphasis on YRL A Level spaces. SRLF staff roles included Project manager for the YRL Renovation Collections Services Team, consultants for preparing and moving maps, periodicals, microfilm and microfiche collections to the SRLF, and working closely with YRL selectors and staff to edit the Voyager holdings and location displays for collections that were being relocated within YRL or to the SRLF. SRLF Deposits staff also moved map cases from YRL to the SRLF so that map collections would be adequately stored and accessible.
- Progress continued on the goal of redesigning and expanding applications on the SRLF intranet site. A new content management system, SiteFinity, was selected and the SRLF Developers Team has begun training and design selection with the software. The goal of

redesigning and enhancing the intranet applications and public web pages is nearer to reality.

## GOALS AND STRATEGIES FOR 2010/11

- ***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.
  - Allocate staff resources to receive and process campus deposits totaling up to 151,000 volumes (including 22,400 UC Shared Print deposits). Strive to de-duplicate 78,000 monograph and serial items from the circulating collection and re-occupy the vacated space with incoming deposits. The de-duplication effort will extend SRLF storage capacity for circulating materials into 2012/13.
  - Expand the RLF Non-Duplication Policy: beginning July 2010 libraries that deposit circulating materials at the NRLF or SRLF will be required to pre-screen the deposits against holdings at both RLFs. In support of this expanded policy, RLF managers will provide guidelines and instructions to UC Library staffs so that they may effectively meet the screening requirements of the non-duplication rule.
  - Continue commitment to build the UC JSTOR Print Archive with Phase 4 that will include 246 new titles and 4.2 million pages of additional content.
  - Continue to promote and maximize preservation reformatting services, including microfilm-to-digital projects from the UC collection of preservation microfilm. Provide staffing for the Stokes Scanning Pilot to mass-digitize manuscripts and photograph collections. Provide training for staff to expand their knowledge and expertise with all scanning devices and in technical metadata requirements.
  - Maintain and enhance the expanding collection of data sources for projects that include JSTOR Phase 4, SRLF Requests and Voyager Reports, and the De-Duplication projects by adding new data, designing new databases or applications or enhancing existing applications with improved functionality.
  - 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, Digital Collection Services, and Preservation.

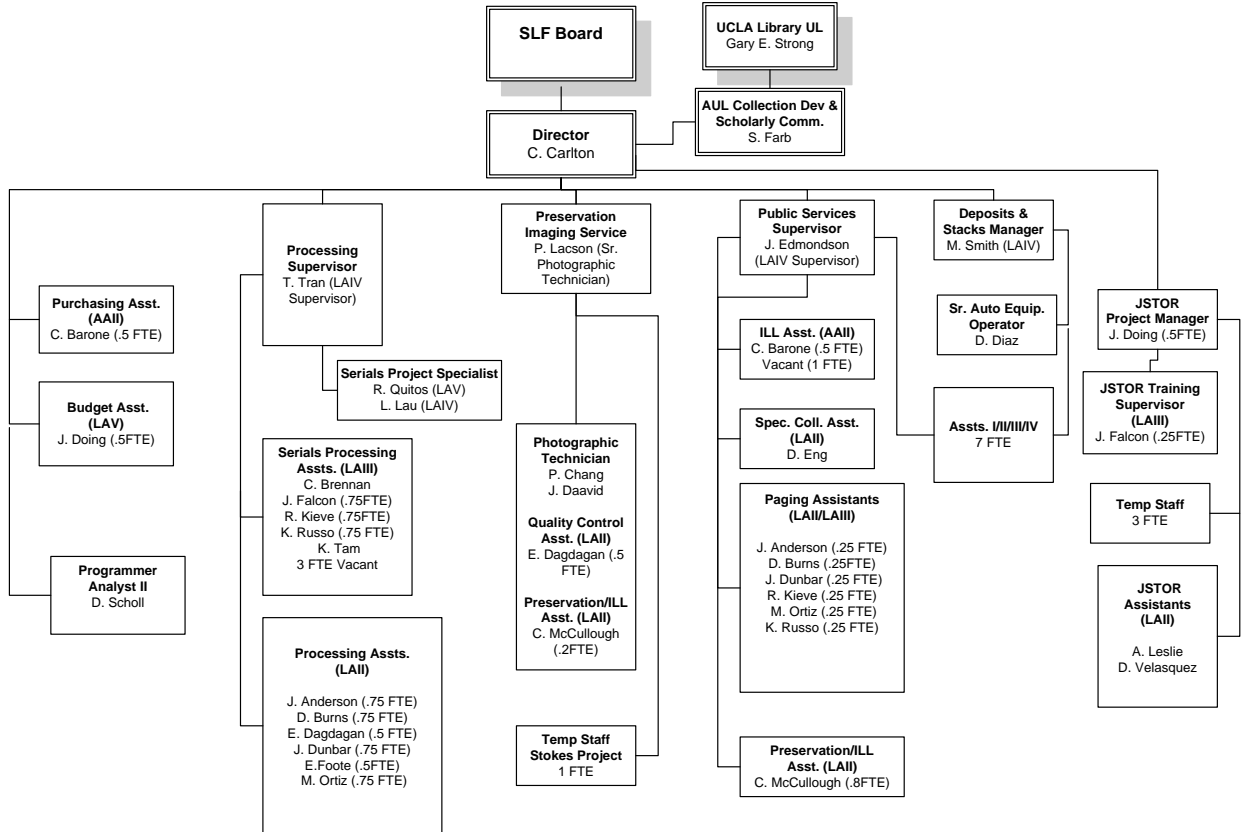
- ***Make Specialized Collections Accessible*** through digitization projects and continue to explore options and solutions for preserving and servicing UC Library Collections.
  - Expand production capacity of digital reformatting, with emphasis on UCLA Digital Library programs. Continue to provide consultations, cost estimates, and project schedules upon request. Continue testing the capabilities of the Stokes Scanner to digitize UCLA manuscript collections; partner with DL and CRIS to build the digital map collection; publicize and encourage microfilm scanning service to all campuses that deposit microfilm collections.
  - Prepare for participation in the Google Books project as lists of SRLF holdings are reviewed and prioritized for scanning in 2011.
  - Complete the processing of preservation microfilm collections (masters and print negatives), ensuring accuracy of the SRLF holdings in the local catalog and in Next Generation Melvyl. Goal is to complete the backlog of ca. 25K reels by June 2012.
  - Work with UCLA Library on the brittle newspaper bundles: provide reports to Center for Research Libraries (CRL) on titles and holdings at the SRLF; prepare to package and ship newspapers to CRL pending CRL decision to accept UCLA holdings; for titles that remain at UCLA/SRLF provide microfilm or digital preservation by SRLF Preservation Imaging unit as requested.
  - Participate in WEST (Western Regional Storage Trust) planning and implementation process: provide data on SRLF journal holdings, validation procedures, and access policies; position the SRLF to serve as an Archive Provider for WEST journal titles; coordinate with other WEST archive providers to complete journal runs of selected titles.
  
- ***Enhance Learning Spaces*** with improvements to physical and virtual spaces.



- Update Internet site and content: complete the redesign work; bring public website to current web standards and accessible compliance; update and revise content; use Telerik's SiteFinity content management system software to more easily update content without costly programming assistance from a web developer.
- Update SRLF's Intranet site interface: install SiteFinity CMS application software on the Intranet server; import and update existing content and ASP.Net applications; update existing applications and add functionality for improved end user productivity; upgrade staff workstations to Windows 7 and Office 2010.
- Survey the remaining space in SRLF Phase 2 and provide updates to the Shared Library Facilities Board on the expected fill dates; assess current shelving patterns and look for opportunities to reclaim under-utilized space, with a goal to extend SRLF storage capacity.
- Support efforts to enhance learning spaces at the campus locations by providing storage space so that UC libraries can open up and repurpose campus space. Staff will be working closely with UCLA Library during the YRL Renovation, Chemistry Library closure, and consolidation and de-duplication of the SEL collections.

# SRLF ORGANIZATION CHART 2009/10

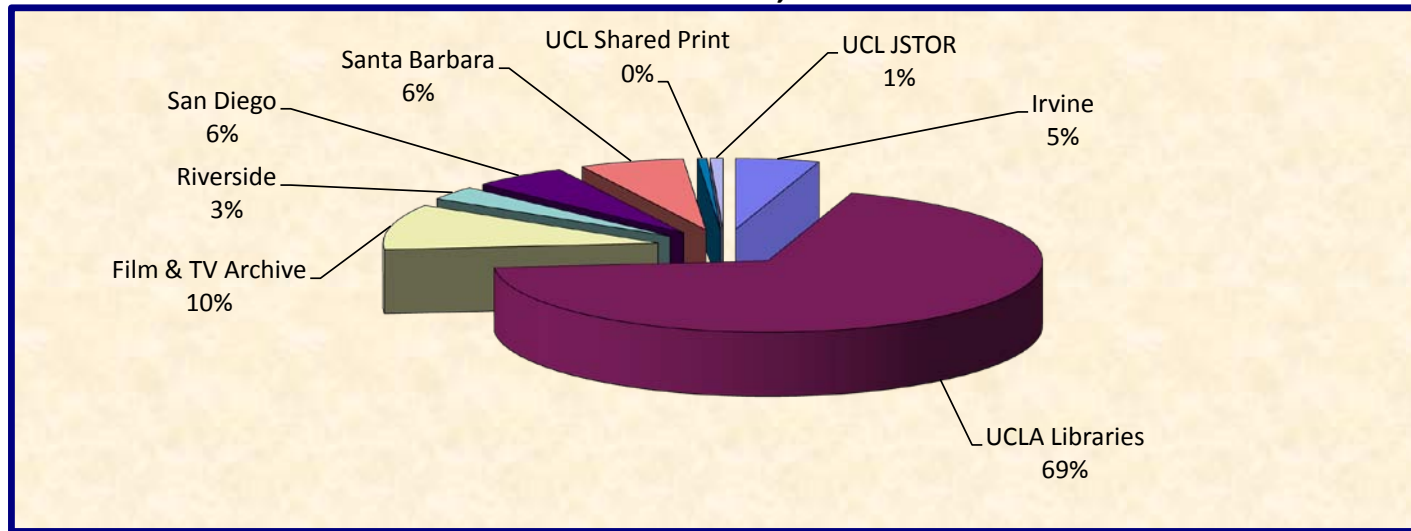
University of California  
Southern Regional Library Facility  
2009/10



Updated 06/30/10

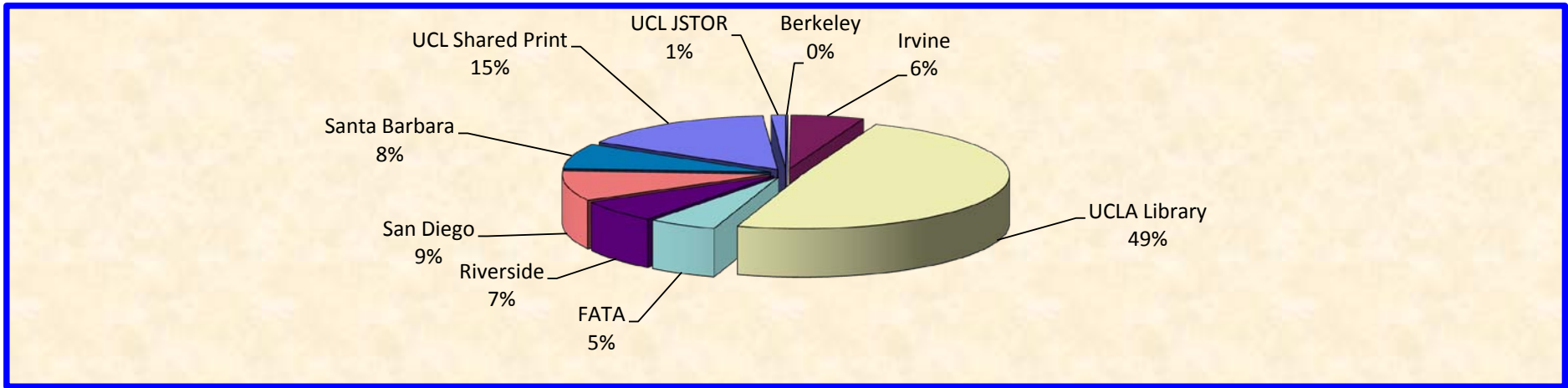
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## Campus Deposits in Volume Equivalents As of June 30, 2010



	A. Total Items Added as of 6/30/2010	B. Total Volume Equivalents Deposited	C. Volumes Deaccessioned from the SRLF	D. Contributed to JSTOR	E. Total Volumes to Go Towards Commitment
<b>Irvine</b>	342,716	340,255	732	7,585	331,938
<b>LOS ANGELES</b>					
UCLA Libraries	3,796,167	4,667,421	36,154	15,115	4,616,152
Film & TV Archive	437,890	698,043	160		697,883
<b>SUB TOTAL for Los Angeles</b>	<b>4,234,057</b>	<b>5,365,464</b>	<b>36,314</b>	<b>15,115</b>	<b>5,314,035</b>
<b>Riverside</b>	204,741	212,539	940	3,934	207,665
<b>San Diego</b>	372,992	385,807	592	9,140	376,075
<b>Santa Barbara</b>	391,525	416,587	745	2,291	413,551
<b>SUB TOTAL</b>	<b>5,546,031</b>	<b>6,720,652</b>	<b>39,323</b>	<b>38,065</b>	<b>6,643,264</b>
<b>UCL Shared Print</b>	188,708	38,496		729	37,767
<b>UCL JSTOR</b>	51,873	51,873			51,873
<b>Berkley (Microfilm)</b>	22,441	6,988	0		6,988
<b>GRAND TOTAL</b>	<b>5,809,053</b>	<b>6,818,009</b>	<b>39,323</b>	<b>38,794</b>	<b>6,739,892</b>

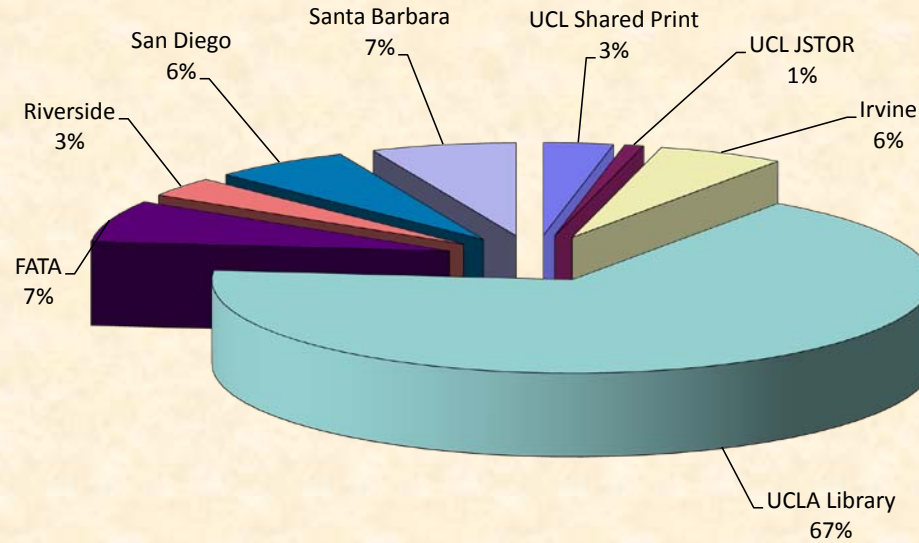
**ITEMS RECEIVED  
JULY 2009 thru JUNE 2010**



**Number of Items Received**

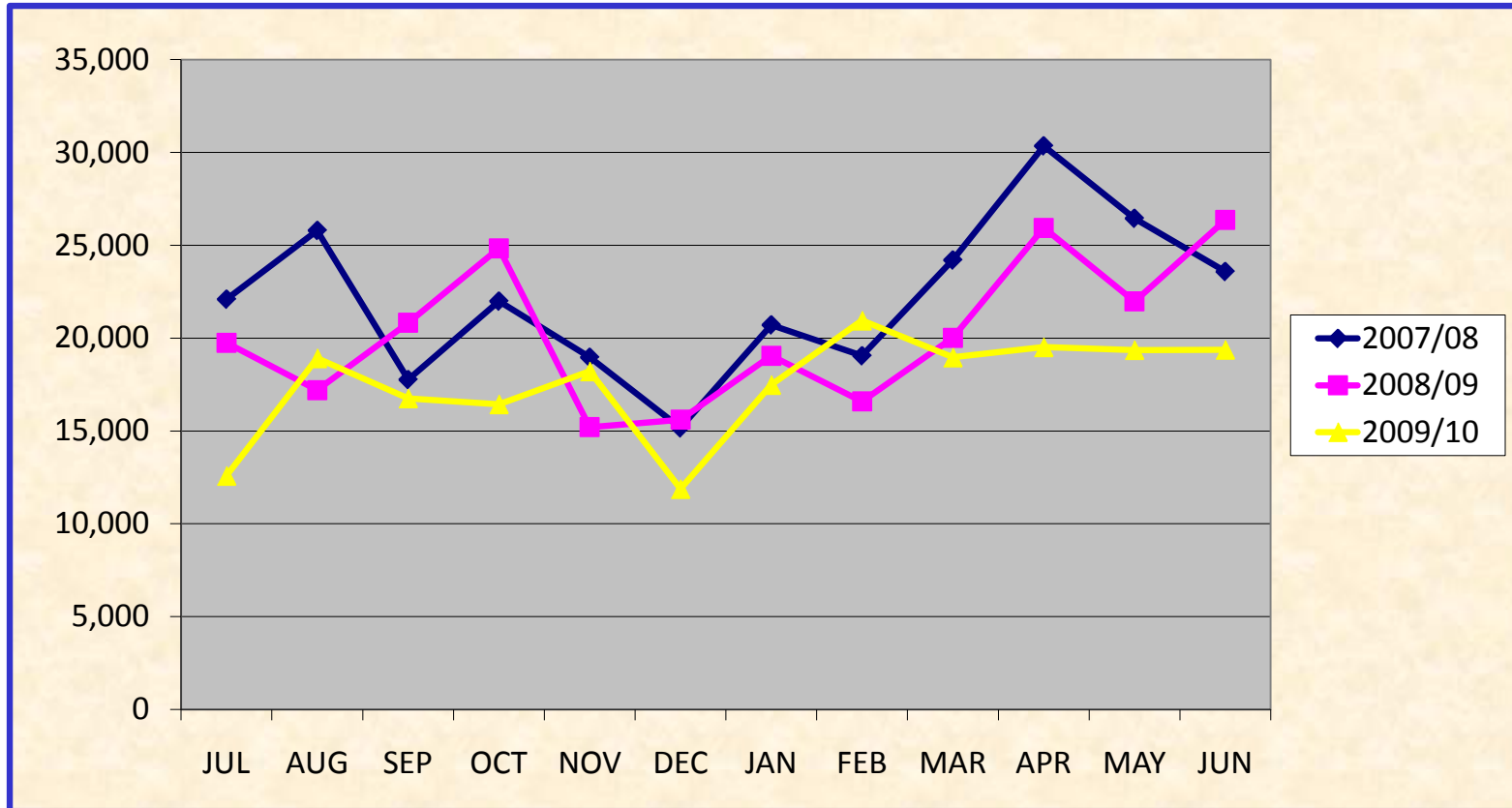
	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	To Date
Berkeley												301	301
Irvine			1,869		2,119		2,044		3,392	1,357		2,152	12,933
Los Angeles													
UCLA Library	9,108	13,565	10,870	10,280	10,552	8,880	6,333	7,235	14,962	6,563	7,760	5,954	112,062
FATA	910	1,734			2,815	1,049	895	1,237	839	967	43	1,642	12,131
Los Angeles Subtotal	10,018	15,299	10,870	10,280	13,367	9,929	7,228	8,472	15,801	7,530	7,803	7,596	124,193
Riverside	1,080			3,382	1,310		2,144			2,531	1,276	3,409	15,132
San Diego	4,324	2,230	1,647	612			3,087	2,166	2,234	2,203	1,975		20,478
Santa Barbara	297	2,110	2,304	2,267			1,045	1,412	1,931	2,090	2,015	1,808	17,279
UCL Shared Print	3,619	2,897	1,357	2,702	2,610	1,005	4,192	4,096	3,483	3,154	2,876	2,937	34,928
UCL JSTOR	109	54					1,248		46			1,097	2,554
Deposits Received	15,828	19,693	16,690	16,541	16,796	9,929	16,796	12,050	23,404	15,711	13,069	16,062	227,798

## U. C. Southern Regional Library Facility Items Added By Campus From July 2009 Thru June 2010



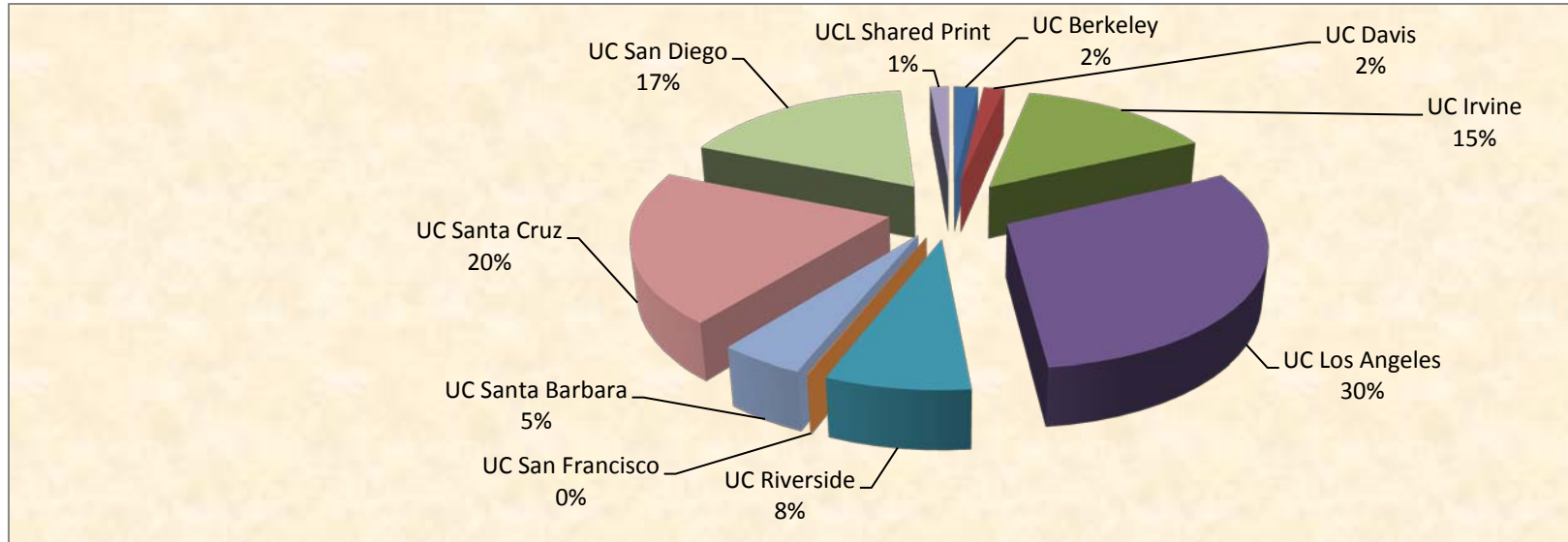
Items Added	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	2009/09 TOTAL	1987/2009 TOTAL	GRAND TOTAL TO DATE
UCL Shared Print	2,774	2,958	2,322	1,703	2,824	2,989	4,896	3,771	3,803	4,643	3,802	3,424	39,909	148,799	188,708
UCL JSTOR	868	422	856	845	775	179	545	602	853	813	863	1,004	8,625	43,248	51,873
Irvine	576	48	591	241	610	715	462	1,094	1,113	1,846	2,572	1,016	10,884	331,832	342,716
<b>Los Angeles</b>															
UCLA Library	2,355	14,137	9,539	8,396	8,533	5,081	4,923	8,952	7,922	9,137	5,326	8,481	92,782	3,931,350	4,024,132
FATA	910	1,734			2,815	1,049	895	1,237	839	967	43	1,642	12,131	425,759	437,890
<b>Los Angeles Sub-Total</b>	<b>3,265</b>	<b>15,871</b>	<b>9,539</b>	<b>8,396</b>	<b>11,348</b>	<b>6,130</b>	<b>5,818</b>	<b>10,189</b>	<b>8,761</b>	<b>10,104</b>	<b>5,369</b>	<b>10,123</b>	<b>104,913</b>	<b>4,357,109</b>	<b>4,462,022</b>
Riverside	631	844	323	181	1,461	1,512	1,199	433	271	204	1,123	2,628	10,810	193,931	204,741
San Diego	1,601	446	1,993	2,156	181	240	2,470	1,175	4,086	1,993	633	865	17,839	355,153	372,992
Santa Barbara	748	64	1,136	2,919	798	1,159	2,985	1,890	915	878	2,009	1,958	17,459	374,066	391,525
<b>Total</b>	<b>10,463</b>	<b>20,653</b>	<b>16,760</b>	<b>16,441</b>	<b>17,997</b>	<b>12,924</b>	<b>18,375</b>	<b>19,154</b>	<b>19,802</b>	<b>20,481</b>	<b>16,371</b>	<b>21,018</b>	<b>210,439</b>	<b>5,804,138</b>	<b>6,014,577</b>

**ITEMS ADDED**  
**JULY 2007 thru JUNE 2010**



Added	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>2007/08</b>	22,094	25,797	17,766	21,990	18,967	15,164	20,712	19,049	24,204	30,351	26,450	23,584	266,128
<b>2008/09</b>	19,750	17,198	20,824	24,835	15,204	15,607	19,050	16,590	20,019	25,942	21,979	26,365	243,363
<b>2009/10</b>	12,585	18,919	16,760	16,441	18,215	11,875	17,480	20,949	18,963	19,514	19,362	19,376	210,439
<b>Total</b>	54,429	61,914	55,350	63,266	52,386	42,646	57,242	56,588	63,186	75,807	67,791	69,325	719,930

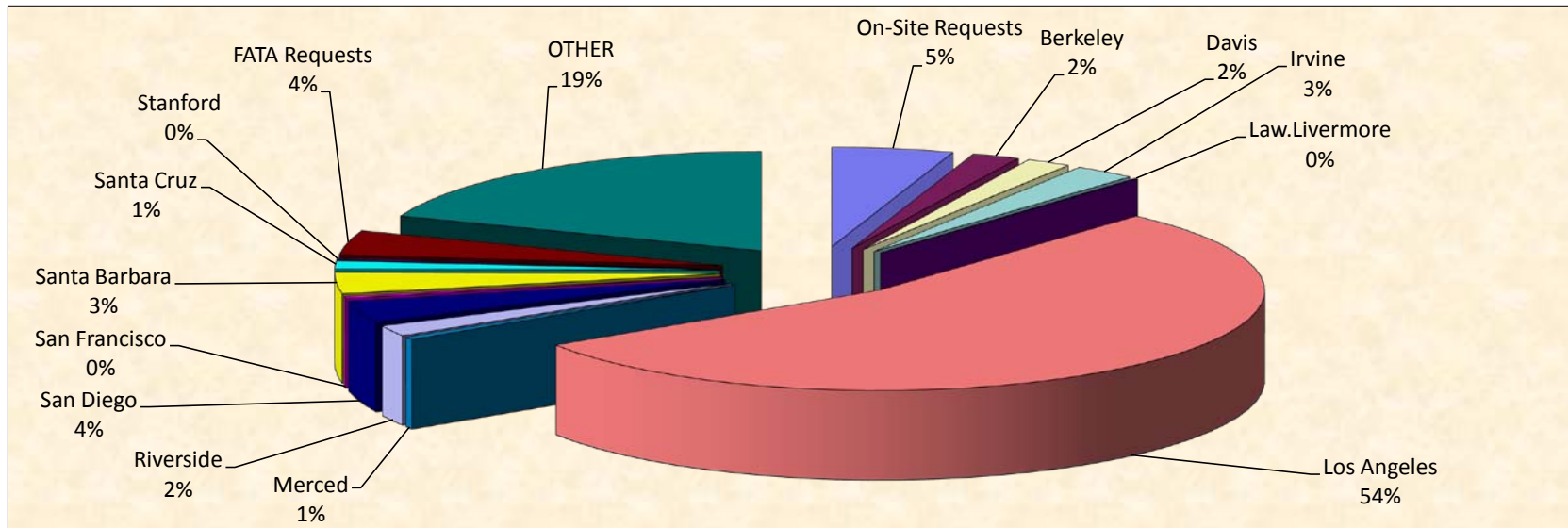
**Southern Regional Library Facility  
Report on Campus Contributions to Shared Print Collections 2006-2010**



<b>Campus</b>	<b>CORESTORE 2005/2006</b>	<b>JSTOR 2006/2007</b>	<b>JSTOR 2007/2008</b>	<b>JSTOR 2008/2009</b>	<b>JSTOR 2009/2010</b>	<b>Current JSTOR Total</b>
UC Berkeley	0	409	140	227	173	949
UC Davis	0	37	136	508	142	823
UC Irvine	41	3,065	1,692	1,674	1,154	7,585
UC Los Angeles	685	4,362	5,360	2,417	2,976	15,115
UC Riverside	65	1,222	997	1,320	395	3,934
UC San Francisco	0	0	0	0	30	30
UC Santa Barbara	87	511	568	680	532	2,291
UC Santa Cruz	0	8,087	817	929	777	10,610
UC San Diego	0	5,072	1,534	1,044	1,490	9,140
UCL Shared Print	0	0	10	430	289	729
<b>Total Added</b>	<b>878</b>	<b>22,765</b>	<b>11,254</b>	<b>9,229</b>	<b>7,958</b>	<b>51,206</b>



## PAGING REQUESTS JULY 2009 thru JUNE 2010



	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	To Date
<b>On-Site Requests</b>	525	729	433	503	460	481	373	515	652	513	503	547	6,234

### Origin of Paging Requests

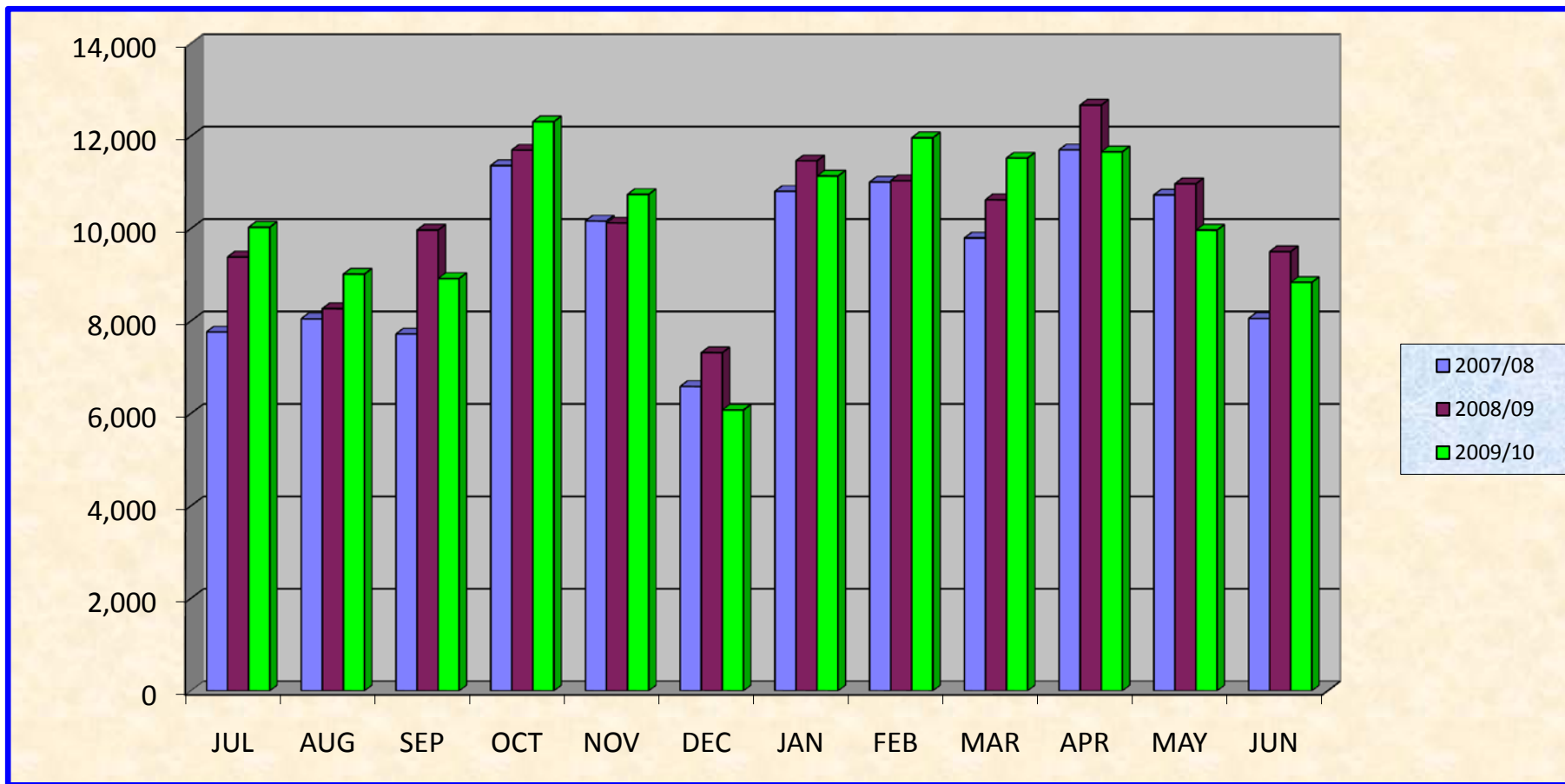
	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	To Date
Berkeley	165	136	203	293	219	84	185	268	341	258	133	148	2,433
Davis	163	290	174	269	199	95	237	201	185	189	150	129	2,281
Irvine	212	205	273	259	265	159	319	324	350	292	291	204	3,153
Law.Livermore	6	9	10	7	11	6	7	10	12	17	15	12	122
Los Angeles	5,655	4,789	4,599	6,510	5,872	3,205	6,265	6,605	5,896	6,398	5,822	4,522	66,138
Merced	44	52	37	54	56	23	43	43	72	63	30	34	551
Riverside	127	155	135	208	187	75	230	220	235	203	196	165	2,136
San Diego	305	271	282	528	377	169	398	450	373	435	379	350	4,317
San Francisco	32	25	46	22	31	18	39	17	31	29	29	29	348
Santa Barbara	432	273	261	453	410	170	578	345	258	409	355	267	4,211
Santa Cruz	96	83	95	131	134	89	148	205	135	166	133	105	1,520
Stanford	15	16	19	25	18	13	20	35	55	21	31	19	287
<b>SUB TOTAL</b>	7,252	6,304	6,134	8,759	7,779	4,106	8,469	8,723	7,943	8,480	7,564	5,984	87,497

<b>FATA Requests</b>	613	510	270	408	331	264	415	499	461	373	328	403	4,875
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<b>OTHER</b>	1638	1471	2084	2643	2169	1223	1880	2227	2470	2294	1572	1902	23,573
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<b>GRAND TOTAL</b>	10,028	9,014	8,921	12,313	10,739	6,074	11,137	11,964	11,526	11,660	9,967	8,836	122,179
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**PAGING REQUESTS**  
**JULY 2007 thru JUNE 2010**



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>2007/08</b>	7,763	8,048	7,718	11,363	10,164	6,584	10,807	11,005	9,796	11,702	10,726	8,054	113,730
<b>2008/09</b>	9,387	8,268	9,968	11,698	10,119	7,315	11,466	11,036	10,623	12,670	10,969	9,501	123,020
<b>2009/10</b>	10,028	9,014	8,921	12,313	10,739	6,074	11,137	11,964	11,526	11,660	9,967	8,836	122,179
<b>TOTAL</b>	27,178	25,330	26,607	35,374	31,022	19,973	33,410	34,005	31,945	36,032	31,662	26,391	358,929