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**UC  
SOUTHERN  
REGIONAL  
LIBRARY  
FACILITY**

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# **2010/11 ANNUAL REPORT**

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## SIGNIFICANT EVENTS AND ACCOMPLISHMENTS 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.*

- New Deposits: in 2010/11, campus allocations for NRLF and SRLF deposits were reduced by 36%. The SRLF received 181,146 new items, including a total of 35,217 extra deposits (above allocations) from UCSB, UCSD, and the UCL Shared Print Collections.
- New items added to the collections in 2010/11 totaled 181,795.

UCI Libraries	5682	3%
UCLA Libraries	80657	44%
UCLA Film & Television Archive	1553	.8%
UCR Libraries	9415	5%
UCSD Libraries	26187	14%
UCSB Libraries	11744	6.7%
UCL Shared Print Collection	40017	22%
UC JSTOR Archive	6540	4.5%

- In 2010/11 the SRLF launched a project to weed duplicate copies from the circulating collections in an effort to reclaim shelf space for incoming deposits. Duplicate volumes are pulled from the stacks, the volumes are reviewed and the best-condition copy is retained. The discard volumes are paired with incoming volumes of like size, and processing staff transfer the item barcode from the discard to the new item. 11,666 duplicate volumes were removed from the SRLF. This weeding effort will continue in 2011/12 and beyond.

- In coordination with UCLA Library units, SRLF processing staff are editing the owning unit's summary holdings statements as deposits are processed (thus saving staff time previously committed by Print Acquisitions staff and also reducing duplicate deposits). Effective March 2011, SRLF is now handling the discard of UCLA serials duplicate deposits and updating the UCLA holdings records accordingly.
- Together with UCLA's Print Acquisitions Manager and the CDL Shared Print Manager, SRLF managers formulated a transfer and implementation plan to relocate the UCL Shared Print acquisitions workload from Print Acquisitions to the SRLF, with the goal of eliminating redundant handling and processing of the shared print journal collection. Approvals of this transfer proposal by UCLA Library administrators and by the Director of CDL Collection Development and Management were obtained, and the transition of acquisition functions to SRLF began in June 2011.
- Paging and ILL requests totaled 113,914, a decrease of 7% from the previous year. The SRLF filled 6,152 document delivery requests electronically, either direct to the patron via the Web or to the requesting libraries via Ariel.
- ILL requests from UC and non-UC libraries decreased from the previous year, but the more significant decrease came from UC libraries. Non-UC requests now represent more than 24% of the SRLF's ILL workload. The continuing shift in workload from UC to non-UC requests presents some challenges for shipping and receiving staff. Fortunately the SRLF has been able to assign more staff resources to support 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 and digitization of local newspaper titles and unique manuscript and photograph collections, the Stokes Imaging Pilot continued through 2010/11. In Spring 2011, the pilot concluded with UCLA Library purchasing the Stokes Imaging equipment. SRLF will continue to host the Stokes digitization equipment, with funding for staff resources provided by the UCLA Library.

Preservation imaging statistics for 2010/11 include the following:

Microfilm images filmed (frames)	23405
Microfilm reels produced	176
Digital scanning images captured	26907
Microfilm-to-digital images scanned	68017

- JSTOR Phase 4, with 246 new titles and circa 4.3 million pages of content, occupied team members throughout the year. Titles began arriving from UC campuses in September 2010, and by the end of June 2010 3.15 million pages had been validated and 6,540 volumes had been added to the Archive. Together with Phases 1, 2, and 3 titles, the JSTOR Team has validated a grand total of ca. **30 million pages** and compiled a print archive of **57,902** bound volumes. In 2010/11 modest progress was made on acquiring 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. Preliminary work on Phase 5 has already begun, with 353 additional titles to be added and ca. 4.5 million pages to be validated in 2011/12.

The JSTOR Project successfully passed its fourth audit in November 2010 with an audit score of 99.95% accuracy.

- Technology and network support activities during the year included the successful installation and reconfiguration of a new Stokes Imaging processor and updated IWS software. IT staff also worked with Preservation Imaging technicians to resolve various workstation and software problems (Stokes and Mekel software programs in particular), as well as creating new scripts that simplify workflow and file management of the Stokes images. IT staff continued testing Windows 7 in preparation for the migration of the SRLF network from Windows XP scheduled for Fall 2011.

***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 Special Collections' manuscript and photographic collections, with emphasis on the Armenian manuscripts, the Holling C. Holling collection, and continued progress on the Motion Picture Stills collection. The Stokes Pilot continued in 2010/11 with additional unique photo and manuscript collections that included supplemental work on the Walter Gordon collection and test images of SOUL magazine.
- Newspaper Bundles Review and Discard Project: In collaboration with the UCLA Preservation Officer and Print Acquisitions staff, the SRLF newspaper holdings were measured for space and summary holdings data completed. Combined with similar information for newspaper titles held at UCLA Library, the space measurements and holdings data reports were supplied to the Center for Research Libraries (CRL). We are waiting for a decision from CRL on titles that will be accepted into the CRL program. SRLF newspaper holdings include titles that are rare or of regional importance. These titles will remain at UCLA for digital reformatting and preservation. SRLF's Preservation Imaging staff have begun digital preservation of Deutsches Nachrichtenburo, published in Germany during the Third Reich. Digitization of this rare title will continue in 2011/12.
- Participation in WEST (Western Regional Storage Trust): SRLF has committed to serve as an Archive Builder and Archive Holder, and in that capacity will coordinate with other WEST Archive Builders to complete journal runs for selected titles. SRLF is represented on the WEST Operations and Collections Council and on the WEST Access Guidelines Subgroup. WEST was launched at the SRLF in June 2011, with orientation and training of staff provided by WEST/CDL project managers. Receiving, validation, and processing of WEST Bronze and Gold titles at SRLF will begin in August 2011.
- Participation in the OCLC Shared Print Disclosure Pilot: Launched in January 2011, SRLF has participated in conference calls to review the evolving guidelines and standards for the 583 field. SRLF has provided sample records from various Shared Print collections, and has coded the disclosure statements for shared print holdings at the SRLF. Work is currently underway to establish WEST-specific guidelines for the Local Holdings Records (LHRs) and the 583 disclosure statements.

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

- SRLF staff assisted with the UCLA Chemistry Library closure (moving collections from Chemistry to Biomed Library) and assisted with the de-duplication of SEL holdings. 5076

volumes from SEL that had been stored at the SRLF were discarded, thereby recovering 1,100 linear feet of shelving for new deposits. In addition, SRLF staff produced Voyager reports for the Chemistry Closure Team on duplicate holdings at SEL, Biomed, and other campus locations. These reports enabled the Closure Team to more easily identify duplicates, make decisions on weeding the Chemistry collection, and better forecast the size of the remaining permanent collection. A total of 98.5 staff hours were provided by SRLF to the Chemistry closure project.

- SRLF completed a survey of the remaining space in Phase 2, and provided revised reports for the University Librarians on the estimated fill-dates for SRLF circulating collections, special collections, and the Shared Print collections. The estimated fill-date for circulating print volumes is November 2012; space remains available for rare books, microfilm, and Shared Print volumes through March 2015. Based on current rates of deposit, the SRLF will have room for archives and manuscripts (i.e., boxed collections) through 2017.
- The redesign of SRLF intranet and internet pages has proceeded slowly. Content management software Sitefinity has been installed on the new Intranet server, and staff have identified important applications that need to be re-written before migration to the new CMS. This work is being coordinated with the high-priority move from XP to Windows 7. SRLF staff representing IT, Processing, and Public Services have been actively testing Windows 7 on the existing applications.

## GOALS AND STRATEGIES FOR 2011/12

- ***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). Continue efforts to de-duplicate 100,000+ monograph and serial items from the circulating collection, thereby extending SRLF capacity for these collections.
  - Complete the transition of UCL Shared Print acquisition functions from UCLA Print Acquisitions to SRLF, and ensure that title lists, claims, gap lists, and other tools are accurately maintained and available via the CDL/Shared Print wiki site. Monitor and evaluate the progress and new procedures, and seek feedback from

CDL managers and UC/CDC representatives on the usefulness and accuracy of those lists and reports.

- Continue commitment to build the UC JSTOR Print Archive with Phase 5 that will include 353 new titles and 4.5 million pages of additional content.
  - Implement WEST (Western Regional Storage Trust) Archive Builder program for Bronze and Gold titles. Complete the receipt, validation, and disclosures of Bronze and Gold archives within the review cycle.
  - Continue to promote and maximize preservation reformatting services, including microfilm-to-digital projects from the UC collection of preservation microfilm. Provide adequate staffing for Stokes Imaging to digitize manuscripts, photographs, and other print collections for the UCLA Library. Coordinate staff resource needs with incoming digitization projects, shifting assignments as needed and adding new staff positions (pending budget support from UCLA Library).
  - 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, 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 Digital Library 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 2011/12.

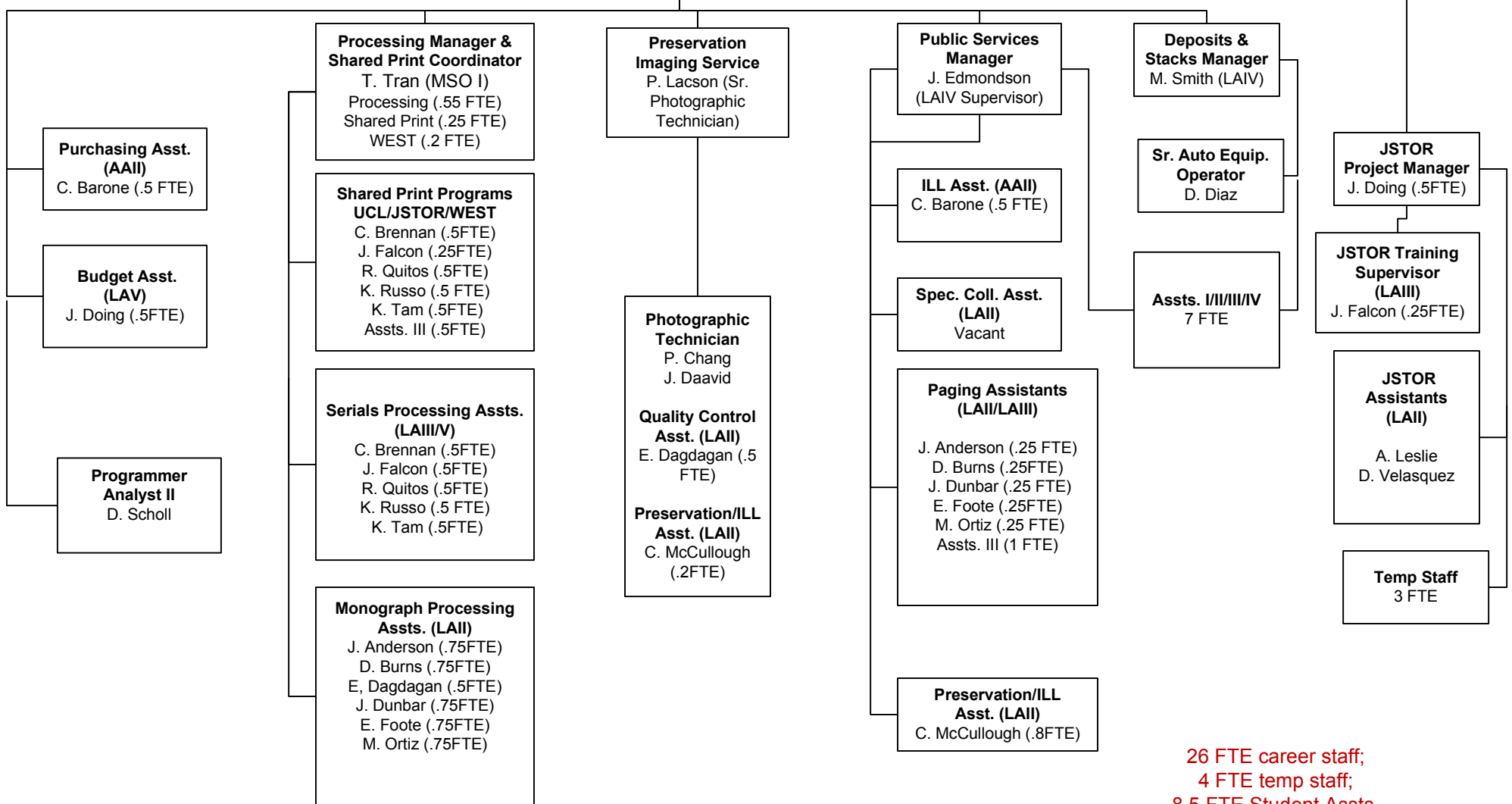
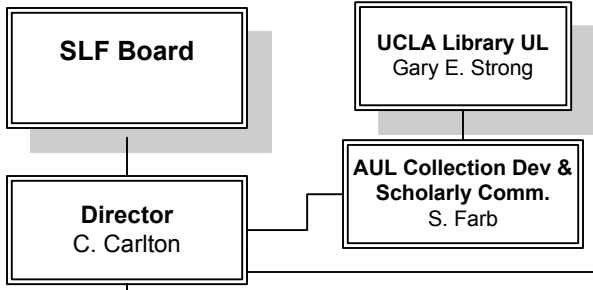
- Continue efforts to complete the processing of preservation microfilm collections (masters and print negatives), ensuring accuracy of the SRLF holdings in the local catalog and in Melvyl/WCL. Goal is to complete the backlog of ca. 20K reels in the next two years.
- Prepare to package and ship newspapers to CRL pending CRL's decision to accept UCLA holdings. Provide microfilm or digital preservation of select newspaper titles as requested, including completion of digital reformatting of rare newspaper titles from UCLA Library's collection.
- Maintain and enhance the expanding collection of data sources for projects that include JSTOR Phase 5, SRLF Requests and Voyager Reports, FATA request management database, and the De-Duplication projects. Provide SRLF's IT staff with time and development training that will enable them to migrate existing databases to new, more robust web-based applications.

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

- Complete the redesign of SRLF's intranet interface and the SRLF public website, bringing the website to current web standards and accessibility standards. Using Telerik's Sitefinity CMS application software, import and update existing content and applications to take full advantage of the CMS applications.
- Update and enhance existing Intranet and Extranet applications with newer Microsoft Office or web technologies, and add functionality for improved end user productivity.
- Survey the remaining space in SRLF Phase 2 and provide updates to the University Librarians on the expected fill dates. Together with the UCLA University Librarian, the DUL, and UCLA Capital Programs, identify Phase 3 space needs for collection storage, expanded digitization services, and processing of collections.
- Together with NRLF, develop a plan to identify deposit allocations for the RLFs as SRLF Phase 2 nears full capacity (November 2012 for circulating collections). Also identify allocations and transportation logistics across north and south regions for all UC campus depositors.
- 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.

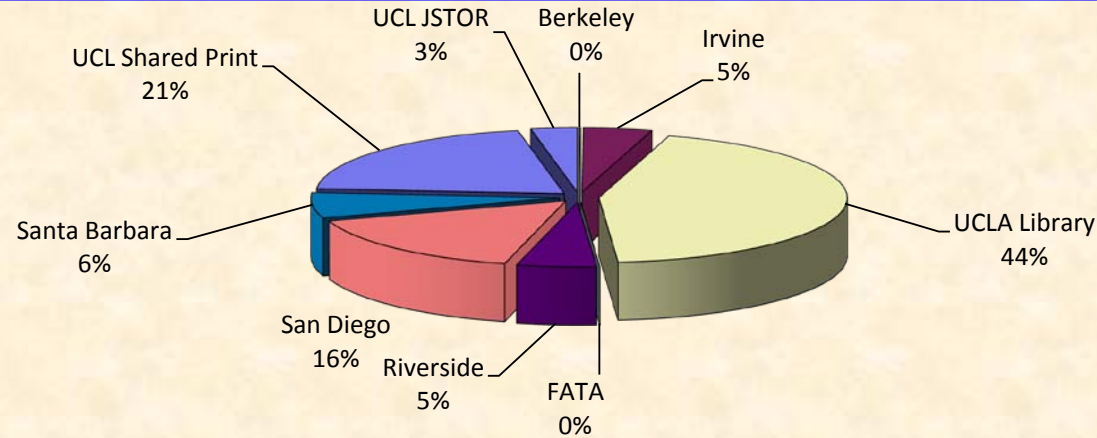


University of California  
 Southern Regional Library Facility  
 June 2011



26 FTE career staff;  
 4 FTE temp staff;  
 8.5 FTE Student Assts.

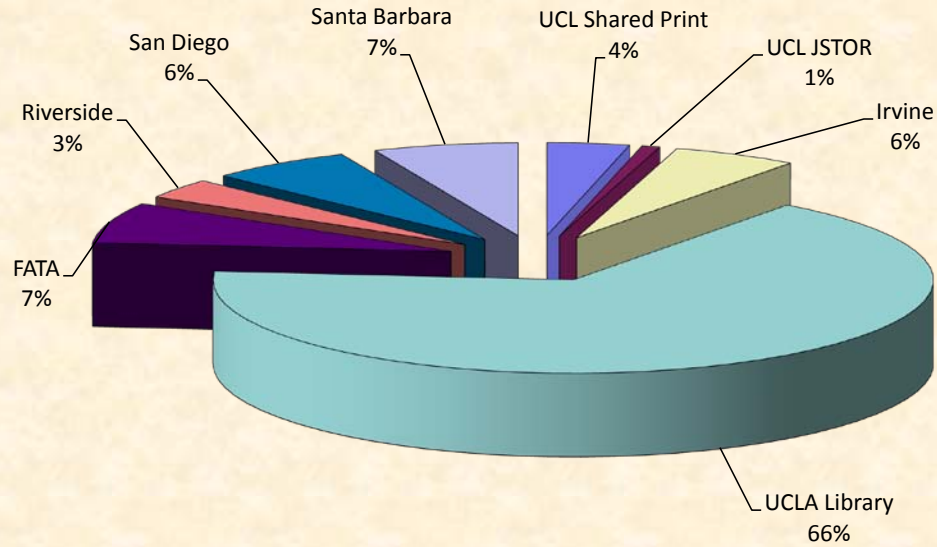
**ITEMS RECEIVED  
JULY 2010 thru JUNE 2011**



**Number of Items Received**

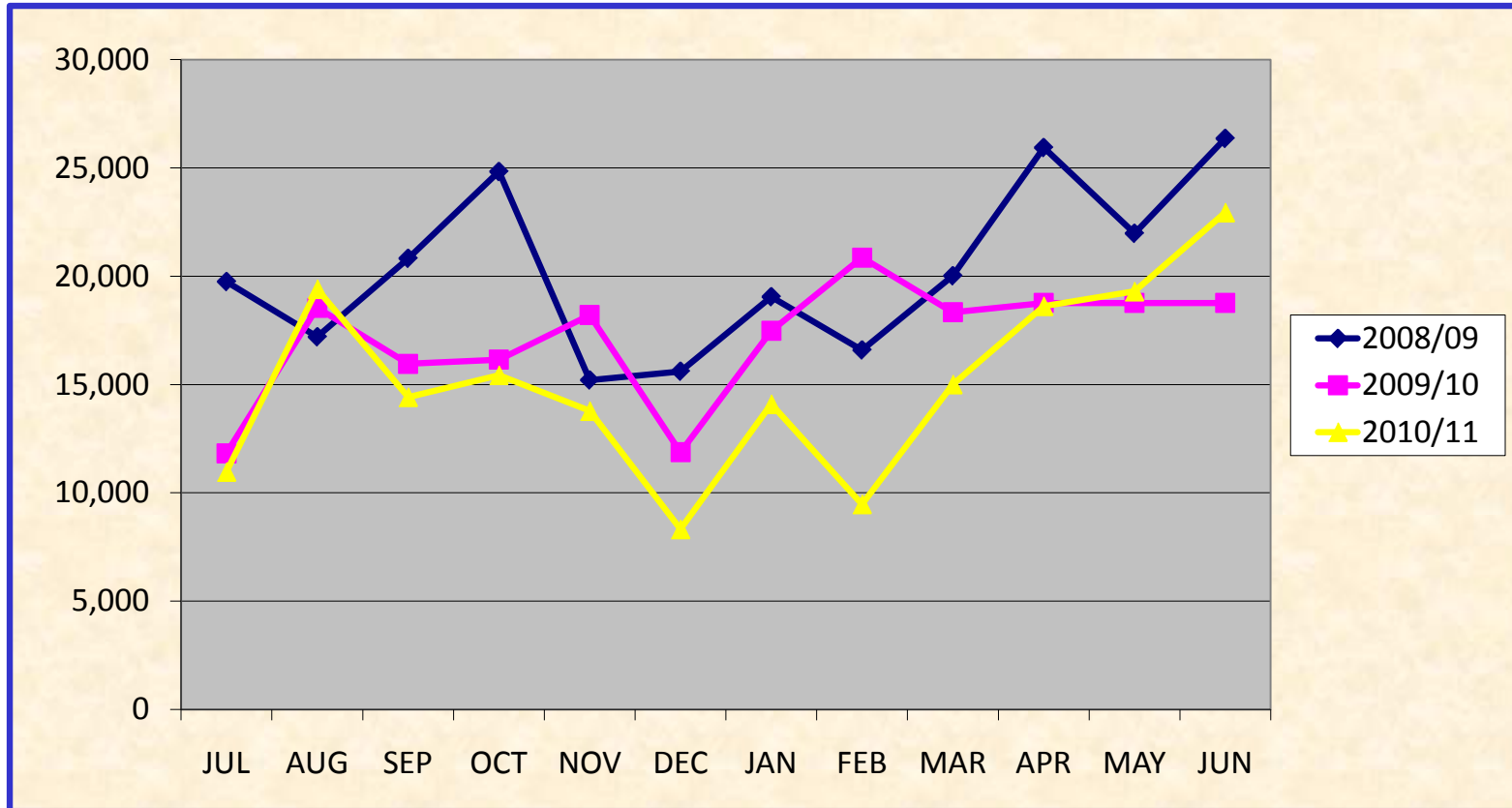
	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	To Date
Berkeley							126	38					164
Irvine		2,641		2,233		1,650				1,564			8,088
Los Angeles													
UCLA Library	2,647	6,965	5,012	5,600	8,756	7,483	4,639	10,035	8,949	6,244	7,068	6,775	80,173
FATA													0
Los Angeles Subtotal	2,647	6,965	5,012	5,600	8,756	7,483	4,639	10,035	8,949	6,244	7,068	6,775	80,173
Riverside	920			2,043		3,035					3,353		9,351
San Diego		4,421	8,151	5,954				3,118		3,131	405	3,835	29,015
Santa Barbara		2,051	354	203	135		1,978	1,070	2,101	2,103	1,477		11,472
UCL Shared Print	2,607	2,325	2,618	3,785	1,907	5,097	4,005	3,725	3,685	3,024	3,005	1,827	37,610
UCL JSTOR						366		1,778	346	1,238	711	998	5,437
Deposits Received	3,567	16,078	13,517	16,033	8,891	12,534	6,617	16,001	11,396	14,280	13,014	11,608	181,146

## U. C. Southern Regional Library Facility Items Added By Campus From July 2010 Thru June 2011



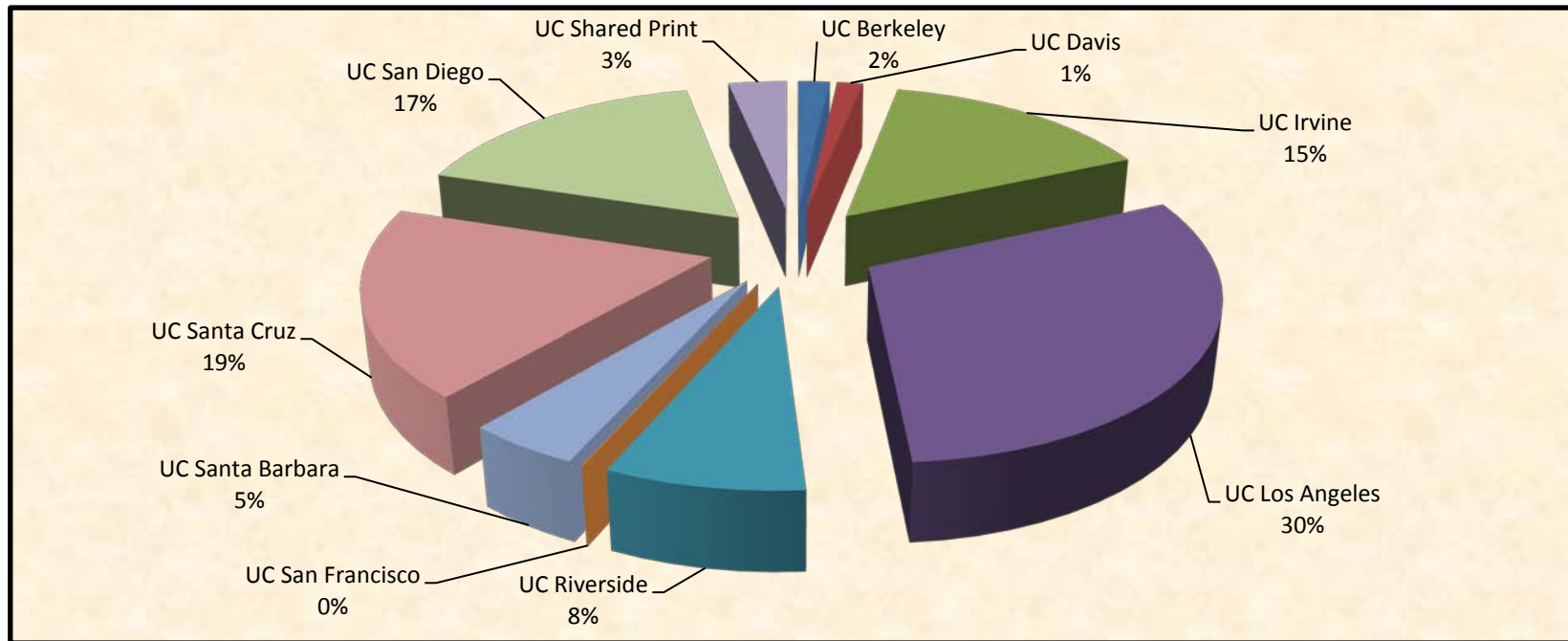
Items Added	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	2010/11 TOTAL	1987/2010 TOTAL	GRAND TOTAL TO DATE
UCL Shared Print	1,485	5,673	1,039	4,314	4,755	2,223	2,947	1,746	96	7,539	4,765	3,435	40,017	188,708	228,725
UCL JSTOR	837	468	1,089	886	379	452	689	623	32	82	424	579	6,540	43,922	50,462
Irvine	1,122	704	274	343	459	104	29	0	728	440	311	1,168	5,682	342,716	348,398
<b>Los Angeles</b>															
UCLA Library	1,110	8,916	7,665	5,548	6,800	4,080	6,541	5,089	9,745	4,585	9,148	11,430	80,657	4,024,132	4,104,789
FATA							1,553						1,553	437,890	439,443
<b>Los Angeles Sub-Total</b>	<b>1,110</b>	<b>8,916</b>	<b>7,665</b>	<b>5,548</b>	<b>6,800</b>	<b>4,080</b>	<b>8,094</b>	<b>5,089</b>	<b>9,745</b>	<b>4,585</b>	<b>9,148</b>	<b>11,430</b>	<b>82,210</b>	<b>4,462,022</b>	<b>4,544,232</b>
Riverside	3,430	338	200	771	385	641	725	533	578	1,508	122	184	9,415	204,741	214,156
San Diego	823	12	3,023	1,745	237	290	1,452	1,102	3,434	4,164	4,012	5,893	26,187	372,992	399,179
Santa Barbara	2,164	3,301	1,131	1,831	768	531	161	384	396	304	517	256	11,744	391,525	403,269
<b>Total</b>	<b>10,971</b>	<b>19,412</b>	<b>14,421</b>	<b>15,438</b>	<b>13,783</b>	<b>8,321</b>	<b>14,097</b>	<b>9,477</b>	<b>15,009</b>	<b>18,622</b>	<b>19,299</b>	<b>22,945</b>	<b>181,795</b>	<b>6,006,626</b>	<b>6,188,421</b>

**ITEMS ADDED**  
**JULY 2008 thru JUNE 2011**



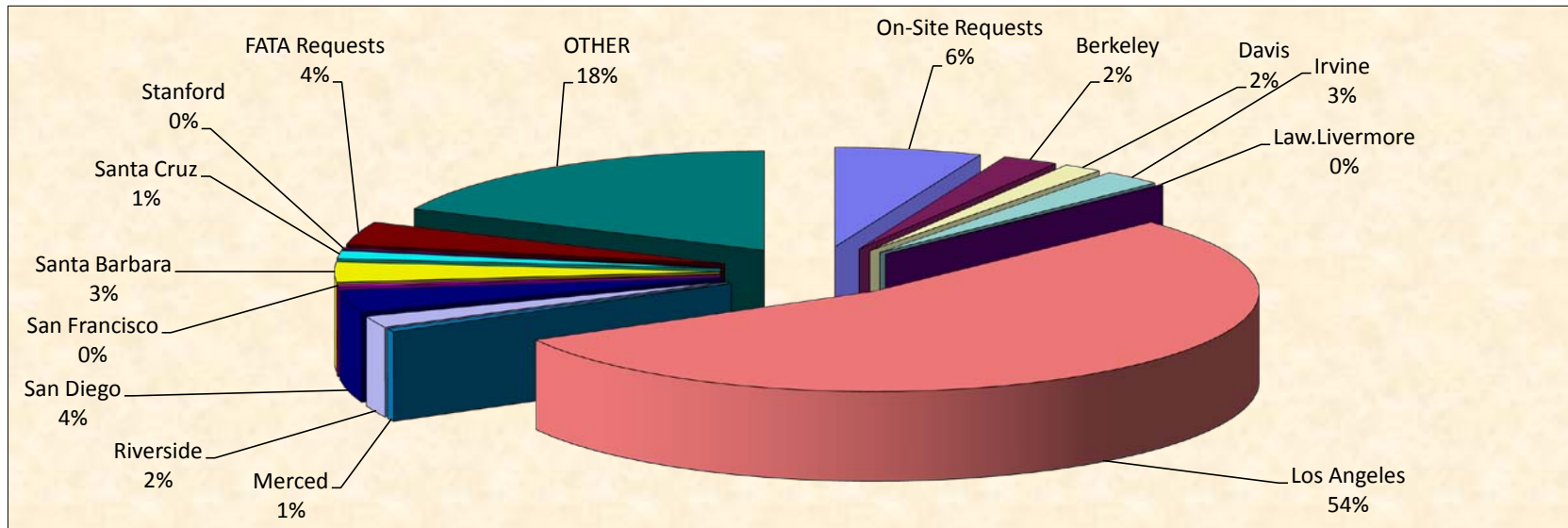
Added	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>2008/09</b>	19,750	17,198	20,824	24,835	15,204	15,607	19,050	16,590	20,019	25,942	21,979	26,365	243,363
<b>2009/10</b>	11,824	18,542	15,956	16,150	18,211	11,875	17,480	20,863	18,336	18,769	18,765	18,769	205,540
<b>2010/11</b>	10,971	19,412	14,421	15,438	13,783	8,321	14,097	9,477	15,009	18,622	19,299	22,945	181,795
<b>Total</b>	42,545	55,152	51,201	56,423	47,198	35,803	50,627	46,930	53,364	63,333	60,043	68,079	630,698

### Contributions to JSTOR by Campus 2006/2007 thru 2010/2011



Campus	CORESTORE 2005/2006	JSTOR 2006/2007	JSTOR 2007/2008	JSTOR 2008/2009	JSTOR 2009/2010	JSTOR 2010/2011	JSTOR Total	Grand Total to Shared Print
UC Berkeley	0	409	140	227	173	79	1,028	1,028
UC Davis	0	37	136	508	142	28	851	851
UC Irvine	41	3,065	1,692	1,674	1,154	1,165	8,750	8,791
UC Los Angeles	685	4,362	5,360	2,417	2,976	2,539	17,654	18,339
UC Riverside	65	1,222	997	1,320	395	607	4,541	4,606
UC San Francisco	0	0	0	0	30	0	30	30
UC Santa Barbara	87	511	568	680	532	318	2,609	2,696
UC Santa Cruz	0	8,087	817	929	777	163	10,773	10,773
UC San Diego	0	5,072	1,534	1,044	1,490	635	9,775	9,775
UC Shared Print	0	0	10	430	289	1,162	1,891	1,891
<b>Total Added</b>	<b>878</b>	<b>22,765</b>	<b>11,254</b>	<b>9,229</b>	<b>7,958</b>	<b>6,696</b>	<b>57,902</b>	<b>58,780</b>

## PAGING REQUESTS JULY 2010 thru JUNE 2011

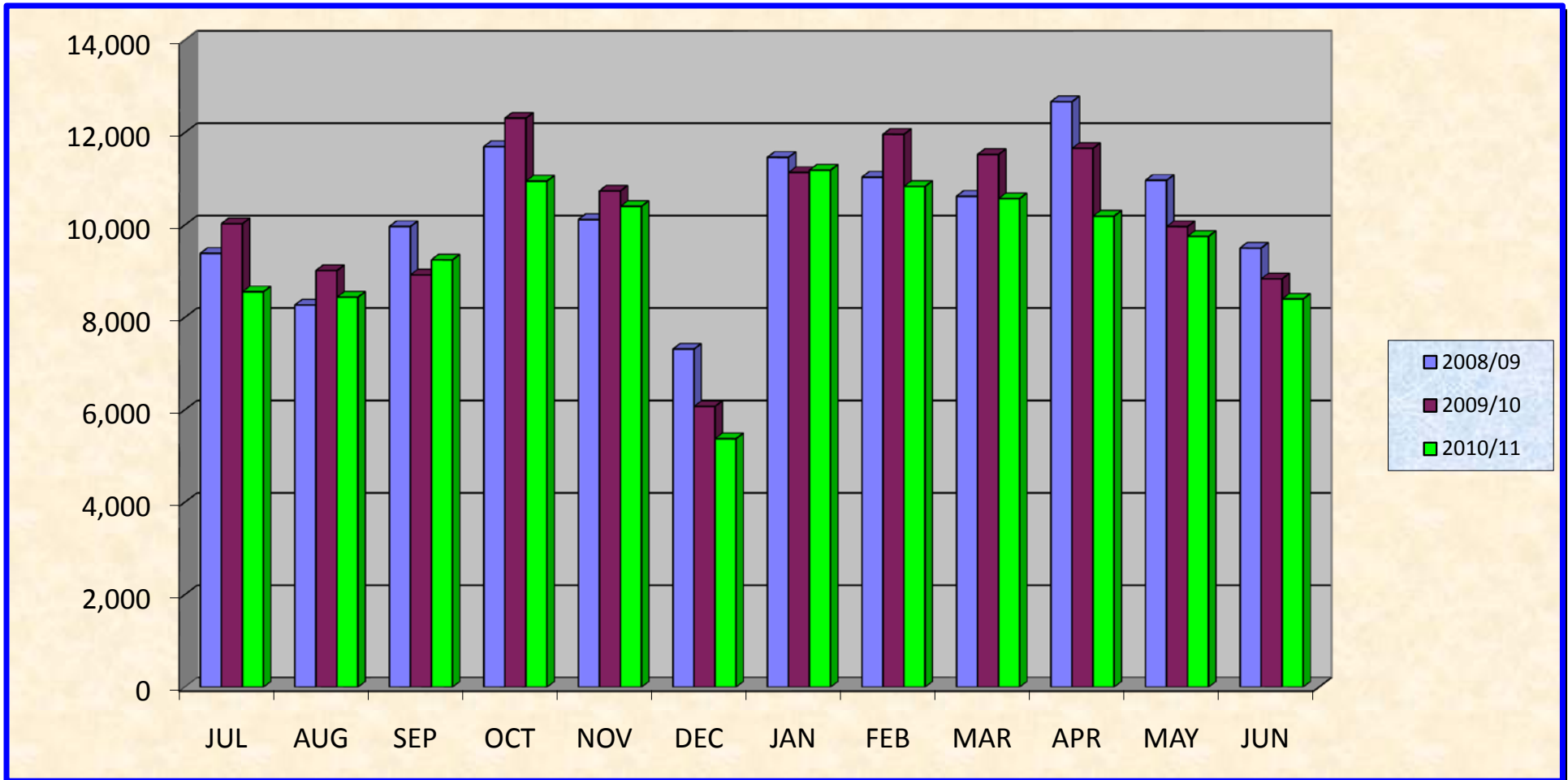


	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	To Date
<b>On-Site Requests</b>	567	496	634	513	572	404	610	643	497	634	693	770	7,033

### 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	149	214	283	242	262	112	198	309	271	272	200	171	2,683
Davis	120	155	163	155	136	69	222	185	169	220	162	122	1,878
Irvine	188	177	324	288	203	149	342	276	259	250	212	181	2,849
Law.Livermore	7	14	12	9	14	7	17	15	13	15	9	9	141
Los Angeles	4,705	4,583	4,556	6,014	5,673	2,827	6,050	6,075	5,748	5,560	5,556	4,320	61,667
Merced	39	40	64	46	60	21	56	56	48	47	17	76	570
Riverside	112	120	193	174	165	77	292	238	199	163	172	215	2,120
San Diego	278	380	323	407	432	127	399	313	285	434	471	338	4,187
San Francisco	38	29	21	22	15	10	24	29	32	17	49	64	350
Santa Barbara	216	286	237	356	285	191	496	380	317	295	357	286	3,702
Santa Cruz	80	130	120	150	139	61	124	135	142	114	135	83	1,413
Stanford	31	16	18	40	36	5	26	41	49	42	27	26	357
<b>SUB TOTAL</b>	<b>5,963</b>	<b>6,144</b>	<b>6,314</b>	<b>7,903</b>	<b>7,420</b>	<b>3,656</b>	<b>8,246</b>	<b>8,052</b>	<b>7,532</b>	<b>7,429</b>	<b>7,367</b>	<b>5,891</b>	<b>81,917</b>
<b>FATA Requests</b>	<b>278</b>	<b>305</b>	<b>306</b>	<b>282</b>	<b>379</b>	<b>248</b>	<b>485</b>	<b>289</b>	<b>511</b>	<b>422</b>	<b>426</b>	<b>363</b>	<b>4,294</b>
<b>OTHER</b>	<b>1747</b>	<b>1494</b>	<b>1992</b>	<b>2254</b>	<b>2034</b>	<b>1068</b>	<b>1846</b>	<b>1852</b>	<b>2032</b>	<b>1707</b>	<b>1269</b>	<b>1375</b>	<b>20,670</b>
<b>GRAND TOTAL</b>	<b>8,555</b>	<b>8,439</b>	<b>9,246</b>	<b>10,952</b>	<b>10,405</b>	<b>5,376</b>	<b>11,187</b>	<b>10,836</b>	<b>10,572</b>	<b>10,192</b>	<b>9,755</b>	<b>8,399</b>	<b>113,914</b>

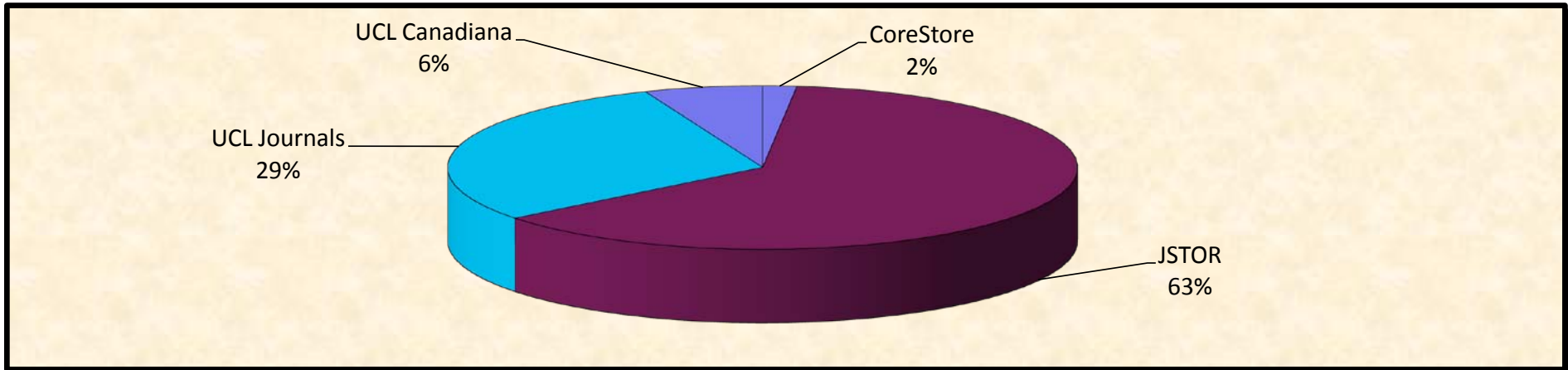
## PAGING REQUESTS JULY 2008 thru JUNE 2011



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<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>2010/11</b>	8,555	8,439	9,246	10,952	10,405	5,376	11,187	10,836	10,572	10,192	9,755	8,399	113,914
<b>TOTAL</b>	27,970	25,721	28,135	34,963	31,263	18,765	33,790	33,836	32,721	34,522	30,691	26,736	359,113

## Paging Requests Filled for Shared Print Collections

July 2010 thru June 2011



	July 10	Aug 10	Sept. 10	Oct. 10	Nov. 10	Dec. 10	Jan. 11	Feb. 11	Mar. 11	Apr. 11	May 11	June 11	Total 2010/2011	Total from 05/06 - 09/10	Grand Total
CoreStore	0	0	0	0	2	0	0	0	0	0	0	0	2	4	6
JSTOR	0	0	2	1	0	42	2	5	5	7	6	2	72	98	170
UCL Journals	0	2	0	0	1	1	0	0	0	0	29	1	34	82	116
UCL Canadiana	1	0	2	1	0	0	0	0	0	1	1	1	7	21	28
<b>Total</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>43</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>8</b>	<b>36</b>	<b>4</b>	<b>115</b>	<b>205</b>	<b>320</b>