Doe/Moffitt Update – October 2008 – March 2009

I. Service Excellence and Responsiveness

- New directories and directional signs
  In April new permanent directories and directional signs are scheduled to be installed in Doe Library. The signs were ordered long ago as part of the final stages of the Doe Annex renovation but were delayed for manufacturing. These signs will replace the temporary paper signs hung throughout Doe Library and the outdated floor plan signs created to direct people to the older restrooms.

- Lost and found database
  Doe/Moffitt and Library Security designed an online lost and found database to log all items found in the various spaces throughout the Doe and Moffitt Libraries. Items are entered by staff at the multiple service points, collected by Library Security on a regular basis, and available for searching upon a patron’s request. At the end of each semester remaining items are taken to UCPD’s campus lost and found or purged.

- Interlibrary Borrowing notices enhanced
  Beginning March 2, notices which are sent to patrons to inform them their material is ready to be picked up from the Interlibrary Borrowing Service (IBS) now include author, title and publisher information.

- Gardner Stacks groups rooms online reservations
  Doe/Moffitt Circulation Services and Library Systems adapted an open source application to allow UCB ID holders to reserve Gardner Stacks group study rooms. The same general policies for reservations remain although users can make their own reservations without coming in to the library in advance.

- Silent study spaces in Gardner Stacks
  Level B East of the Gardner Stacks is designed as a silent study space. Signs around the rotunda and on each table in that area remind patrons of the special designation. This space was designed with special signage as a result of user requests.

- Finals survey and spring 09 finals plans
  The Library, Office of Student Affairs, and Office of the Vice Provost for Teaching and Learning partnered to survey students during fall 08 finals. The survey results will inform our plans for spring 09 finals, when our budget from campus will be trimmed, and for future finals sessions when Moffitt Library is under construction. We received approximately 700 responses to the survey which gave a sense of why students choose that location to study, what other services and functions they planned to use, and when they estimated they would finish studying that day. The Library will organize the finals week volunteers for the first three days during spring 09 finals, and will keep Doe Library open until midnight during those initial days also.

- Reserves and Circulation joining in Moffitt Library
In April Undergraduate Course Reserves Processing will become part of Doe/Moffitt Circulation Services. Instructors will still be able to drop off and pick up personal copies and reading lists at a public service point. Students will still check out course readings at the Moffitt Circulation desk.

- Subject pages progress
  A task force has completed testing and evaluation of Library a la Carte open source software to create subject pages and course guides. Initial review has led to further discussions with the developers at Oregon State University about further enhancements needed to meet our needs. We look forward to further information and decisions this summer so we can make the improvements requested for the Doe/Moffitt subject pages.

- Google Analytics for DM pages
  The web pages associated with Doe/Moffitt units at www.lib.berkeley.edu/domoff now all have usage statistics available via Google Analytics. We will post basic statistics overviews as PDFs on the DM Staff wiki, and Char Booth can answer requests for more specific data for individual pages.

- DM Facebook pages
  Moffitt Library and Doe Library will soon join several other campus libraries and a couple other Doe/Moffitt groups (Government Information and Data Lab) on Facebook. The new Moffitt Library page was designed to connect students and other campus Facebook users with current events and services in Moffitt Library, as well as engage them in aspects of the Moffitt Library renovation and revitalization project.

II. Teaching and Learning

- Campus energy dashboard from Green Initiative Funds
  We have partnered with a group of graduate students who were awarded Green Initiative Funds last year to develop a database and website that aggregates resource consumption data for the UCB campus. Their grant included funding for installation of building meters and two campus installations for the energy dashboard interfaces. One installation will be in the FSM Café in Moffitt Library, allowing the campus community and visitors to see information about energy usage at various buildings on campus and is a major initiative related to campus sustainability goals.

- Moffitt Library Project surge planning
  Library Space Planning, Imani Abalos, and Beth Dupuis began initial planning for surging units and staff from Moffitt Library prior to construction. The surge period is estimated to span September 2010 – Fall/Winter 2013 though may change based on campus approvals, construction needs, and fundraising. Meetings with each of the units to determine minimum requirements are set for April. With that information, we will be prepared to meet with the Campus Surge Planning Committee to identify appropriate spaces around campus for those units that we cannot accommodate within other library spaces. We hope to have some confirmations about plans by this fall.
III. Collection Vision and Access

- Newsprint section refreshed
  The Newspaper/Microforms unit has completed a reorganization of the shelves holding the Library’s current newsprint collection. The result is a more patron friendly environment for the use of this material. Selectors are being asked to make recommendations for the preservation of the backlog of newsprint that resulted from the reorganization process.

- Economics moving to Doe/Moffitt Libraries
  Jim Church has assumed responsibility for selecting Economics after an agreement was reached between the Economics Department, the Business School, and the Library to move the Economics collection to the jurisdiction of the Doe Library. Jim will act as the selector for Economics materials and the liaison to the Economics Department. He also will work with Milt Temberg to move the collection now housed in the Long Business Library to the Gardner Stacks and to NRLF. A number of current print Economics journals will be integrated into the current periodical collection in the Doe Library.

- Moffitt reference collection review
  If you have noticed fewer print volumes on the shelves in Moffitt Reference, your sight is not failing. Several hundred volumes have been removed from the collection in preparation for the Moffitt Renovation. The reference collection is being reviewed to identify titles that can be withdrawn or transferred. The primary focus is on reducing duplication of print titles available online and maintaining sources identified by DM reference staff as being used most often in the Moffitt Reference Print Collection survey (i.e., subject encyclopedias, style manuals/guides).

- Graphic Arts Loan Collection use
  The Graphic Arts Loan Collection is doing quite well since the resumption of its circulating program this past fall. In the first couple of months, nearly 400 titles were checked out, representing over half the prints that have been approved for circulating. Fiat Lux, Spring 2009, features the program including a trip down memory lane for some who fondly recall the early days of GALC. The program was also highlighted during January's ’Open House at the Library’ with several prints, representative of the collection's diversity, on exhibit in 190 Doe.

- MAIN serials review for NRLF progress
  Stacks Maintenance staff sent 772 different serial titles from call letter Z to NRLF. This represents 5252 total volumes. As of March 2009, 244 different serial titles from call letter A were sent (2388 total volumes). Approximately 509 shelves have been cleared for future growth. A total of 719 staff hours so far have been dedicated to this project.

- Moffitt cage usage
The caged shelving area on the first floor of Moffitt Library was most prominently used by the East Asian Library staff who needed the shelving to integrate materials from several different collections into one before moving into their new building. Through May Technical Services is using the space to store materials that will be held for cataloging during the ILS transition. By June we will move materials housed in the Gardner Stacks locked shelving (gift materials, St. Hyacinth collection, and other technical services backlogs) to this caged area. The move from the Gardner Stacks will give us some additional shelving to accommodate the Economics materials transferring from BUSI and portions of the Moffitt Collection during the surge. MAIN will gain additional shelf space accessible to library users.

- Technical Services and DM joint meetings
  The Doe/Moffitt & Technical Services Group meets monthly every second Monday. Group members are Allan Urbanic and Myrtis Cochran, D/M representatives, and Armanda Barone, Sheila Wekselbaum, and Rebecca Green from Technical Services. The purpose of the group is to serve as a forum for communication between both units. A range of issues and suggested changes to policies and procedures are discussed. The group has a list of agenda topics, but staff are encouraged to contact Allan or Myrtis with technical services issues/questions for future meetings.

IV. Staff Support and Engagement

- 225 Doe available to DM staff for conference calls
  Located on the second floor between the Heyns Reading Room and North Reading Room is the 225 Doe. The room has a telephone and may be used by Doe/Moffitt staff for conference calls or meetings when all other rooms are booked. We hope to purchase a conference call phone in the coming months. The room can be reserved through the Doe/Moffitt department heads who also can let groups in for meetings.

- AIDS Memorial Courtyard
  One of the light wells in Doe Library is being transformed as the AIDS Memorial Courtyard. Thanks to the library staff, especially Alex Warren as chair of the Berkeley AIDS Memorial Committee, who have helped reinvigorate this special place to recognize library colleagues, students and faculty who died in the international AIDS epidemic. This project has a long and deep history with the library and with campus. A more formal announcement will be made soon.

Staffing Announcements

- Vickie Jourdan and a crew of students in News/Micro received SPOT awards for their work on the special project to reorganize the newsprint shelves in that unit.
- Allan Urbanic assumed new position as Head of Research and Collections for International and Area Studies in November 2008
- Imani Abalos assumed new role as Surge Project Leader for the Moffitt Library Project as of February 2009