



**ADMINISTRATIVE UNIT REVIEW:
UC DAVIS HEALTH SCIENCES LIBRARIES**

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General Library
University of California, Davis

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INTRODUCTION

This administrative unit review of The Carlson Health Sciences Library and University of California, Davis Health System Medical Center Library was conducted in coordination with the medical and veterinary schools' institutional self-studies using the guidelines provided by the American Medical Association's Liaison Committee on Medical Education (LCME) and the American Veterinary Medical Association (AVMA) Council on Education. The LCME Subcommittee on Resources for Medical Student Education evaluated facilities and support, library, computer/information resources, and faculty resources in relation to the medical school's educational mission. The accreditation report of the AVMA Council evaluated faculty, research, curriculum, clinical resources, library resources, students, admissions, continuing education, and organization.

The information collected by the health sciences libraries to fulfill the requirements of those reviews constitutes the majority of this evaluation. Documents and information sources consulted during the course of the review include the *Summary of Findings and Recommendations of the Institutional Self-Study*, School of Medicine, UC Davis (October 1997); the *AVMA Council on Education Report of Evaluation*, School of Veterinary Medicine, UC Davis (August 1998); the *Annual Statistics of Medical School Libraries in the United States and Canada*, published by the Association of Academic Health Sciences Library Directors; and various user surveys and internal library reports. Also cited are statistics from the *General Library Statistical Report and Distinguished Collections 1997/98*, included as Appendix A.

EXECUTIVE SUMMARY

The Carlson Health Sciences Library (CHSL) and the UC Davis Health System Medical Center Library (MCL) serve as the major informational research and library services centers for the teaching, research, patient care, and community service programs of the UC Davis School of Medicine and the School of Veterinary Medicine and their various constituency groups: faculty and researchers, students, health professionals and practitioners, research support, and administrative personnel.

This administrative unit review of the CHSL and the MCL was conducted in coordination with the medical and veterinary schools' institutional self-studies using the guidelines provided by the American Medical Association's Liaison Committee on Medical Education (LCME) and the American Veterinary Medical Association (AVMA) Council on Education. The examination consisted of a detailed survey of library collections, services, and operations.

The health sciences libraries at Davis are meeting the challenges of serving the vital research needs of a major medical and veterinary teaching facility. The libraries' collections are comprehensive, expanded services provide users with effective and efficient information access, staff is highly qualified, and the information technology offered in the libraries is keeping pace with the extraordinary developments occurring in the publishing industry, especially regarding electronic information.

Not only are the libraries keeping pace with the rapid growth of scientific discovery, but they are providing efficient and reliable access technologies during the ongoing migration of print collections to digital format. Network 21, a campus fiber optic backbone recently installed, has dramatically increased the number of access points and network devices in library facilities. An upgrade of the MELVYL online catalog allows remote web-based access to the library catalog and databases, including links to library holdings information and full text of many journals. Users now have remote access to electronic reserve materials, and library staff have developed web pages to facilitate access to resources available via the web.

CHSL and MCL continue to provide among the most efficient interlibrary loan (ILL) services among research libraries in the nation, even as the health science libraries' ILL requests increased an average of 19 % per year since 1990/91. This increase in ILL activity is a direct result of the journal title cuts made over this time period to meet budget reductions. New ILL service enhancements include online requesting and fax transmission of journal articles not held in UC Davis libraries.

Although the journal price inflation and budget constraints of the 1990's severely stressed the libraries' abilities to maintain their core science collections, the current situation is somewhat brighter. A modest increase in the General Library's base acquisitions budget for 1998/99 and a substantial one-time allocation in the Governor's budget will begin to provide some relief to the collection erosion which occurred through the 1990's. However, in the face of continuing journal price increases, additional permanent funding should be secured for the libraries in order to develop and maintain the print and electronic resources necessary for health sciences research.

The health sciences libraries have succeeded in obtaining modest funding from private sources to support specific collections as well as from commercial information vendors who are library users. Plans are underway to expand these fund-raising vehicles in 1999.

Additional recommendations noted in this report pertain to library instruction and MCL space concerns. Although librarians have developed comprehensive instructional programs to teach information retrieval and assessment, a recent survey of medical school graduates indicated that skills needed to critically analyze health sciences information were inadequately addressed in their medical education. Library instructional programs addressing these deficiencies should be integrated more formally into the medical and veterinary curriculum.

Finally, the inadequate facility devoted to the MCL in Sacramento has been emphasized for two decades. A planned relocation in 1999 will further decrease user and collection space by 10 %. A permanent location is needed for the MCL that meets the collection, technology, and space standards for academic medical center libraries.

1. MISSION

The Carlson Health Sciences Library (CHSL) and the UC Davis Health System Medical Center Library (MCL) take as a model the goals and objectives of the General Library, which are provided in Appendix B. The health science libraries' specific objectives are: 1) to provide efficient local and remote access to recorded knowledge accumulated in print and non-print formats; 2) to identify, acquire, organize, process, and make available informational materials in the clinical human and animal sciences and in the basic life sciences; and 3) to facilitate access with training and advisory services. Additional goals of the MCL are to support the patient care, educational, and research activities of the faculty, staff, and students on the Sacramento campus.

CHSL and MCL are responsible for supporting the activities of approximately 1,635 faculty, staff, and students of the School of Medicine and the School of Veterinary Medicine, and 3,870 faculty and students in other academic programs. Services include reference, circulation, automated information retrieval, and instruction in using the resources of the library and external databases. CHSL is responsible for the selection, acquisition, and processing of all current and retrospective materials in the health sciences.

MCL also supports the clinical research and patient care activities of the residency, postdoctoral, nurse practitioner, and other health-related programs, including hospital administration. This library user population numbers approximately 3,125 health sciences academic staff and 1,900 hospital staff. A large secondary user population of both libraries is unaffiliated health professionals located in northeastern California and the northern central valley, including over 8,400 physicians in 36 counties.¹

As the only veterinary research library in the state, CHSL serves over 6,600 veterinarians in California.² The new UC Veterinary Medical Center planned for 1999 on the UC San Diego campus will further expand the distance research and educational role of the CHSL.

2. FINANCIAL RESOURCES

2.1 1997/98 Acquisitions Expenditures³

Journals	\$ 818,562
Monographs	\$ 212,024

¹ *AMA Physician Characteristics and Distribution in the U.S., 1997/98* (Dover, DE: American Medical Association, 1998), 211-212.

² *1998 AVMA Directory and Resource Manual, 47th ed.* (Schaumburg, IL: American Veterinary Medical Association, 1998), 26.

³ *1997/98 Annual Statistics of Medical School Libraries*, survey submitted October 1998.

CHSL and MCL participate in the annual library surveys conducted by the Association of Research Libraries (ARL) Academic Law and Medical Library Statistics and the Survey of Veterinary Medical Libraries in the United States and Canada. UC Davis health sciences libraries rank 32nd for medical library expenditures among the 61 reporting ARL medical libraries in the U.S. and Canada for 1996/97.⁴ Our closest comparison libraries, UC San Diego and UC Irvine, ranked 33rd and 7th respectively. Our closest comparison libraries for combined medical and veterinary libraries are the University of Florida and Texas A&M. Their rankings in this area were 21st and 45th respectively.

The University of California had to impose budget restrictions on all programs, including libraries, during the 1990's. From 1990/91 to 1997/98, the General Library acquisitions budget received base increases averaging 1.5 % per year. During these same years, the cost of library materials, especially journals, increased at a rate higher than almost any other major component of higher education costs. The average price per journal title in *Index Medicus* (a core bibliographic resource) has risen an average of 12 % per year since 1990.⁵ This resulted in substantial journal cancellations—especially in the sciences—and reduced monograph purchases during this time. It is important to note that the 1998/99 General Library budget includes some substantial base- and one-time funding which will begin to repair this collection erosion.

In surveying options for the future, two points stand out. One, the transition to a digital library, which is now beginning with science/technology/medicine journals, will offer many benefits to users, but it will not be immediately less costly and does not offer relief to the collections funding dilemma. Two, UC Davis can continue to share the collections of the other UC libraries, but the financial condition of these libraries is comparable to that of Davis. The rising costs and budget reductions of recent years have had a substantial impact on system-wide library strength and continue to do so.

2.2 *Fund-raising*

Private funding is one way of acquiring new, non-state money for the health sciences libraries at UC Davis. Donors such as the Order Sons of Italy in America have given nearly \$60,000 since 1978 to support collections in genetics and birth defects research at CHSL and MCL. Additionally, fund-raising from specific commercial information vendors who regularly use the health sciences libraries will be undertaken in 1999.

⁴ *ARL Academic Law and Medical Library Statistics 1996-97* (Washington, DC: Association of Research Libraries, 1998), 62-63.

⁵ Lynn M. Fortney and Victor A. Basile, "Index Medicus Price Study Publishing Trends From 1993-97." *Serials Review* 23 (Winter 1997): 48.

2.3 *User Costs*

Library services provided without direct cost to UC-affiliated users include in-house use of the collections and reserve materials, book loans, reference assistance, library instruction, access to databases, and use of the computer labs.

There are direct charges to library users for photocopying, document delivery, and certain interlibrary loan (ILL) transactions:

- Self-service photocopiers have a charge ranging from \$.07 to \$.10/copy when debit cards are used. Cash copies are \$.10/copy.
- Document delivery services provide photocopies of journal articles and book chapters via U.S. Mail, UPS, Federal Express, or fax directly to the user. Fees range from \$3.50 to \$15.00 per item. GLIDE, the intracampus document and book delivery service, is provided at no charge to MCL users. GLIDE users from CHSL can receive items from MCL at no charge, and journal article deliveries from Shields Library or the Physical Sciences Library for \$3.50 per article. There is no charge for book delivery from any campus library.
- Per item ILL costs over \$75.00 are charged to the user, with their pre-authorization only.

3. *PERSONNEL*

Librarians and support staff are well-educated and have extensive experience in their fields. Several have academic backgrounds in the life sciences in addition to Master's degrees in library science. Librarians regularly attend professional conferences and workshops to keep abreast of trends in health sciences librarianship, including technological issues, information retrieval, the Internet, and remote access. Technical services staff is cross-trained to assist in many areas of library operations, realizing efficiencies during times of staff turnover and reduction.

The LCME self-study noted that although the split between the two campuses presents challenges in staffing, highly qualified and efficient staff members provide expert assistance to students and health professionals in both locations.

Table 1. Personnel

	CHSL	MCL
Librarian	4.00 FTE	1.00 FTE
Associate Librarian	2.75	1.00
Library Assistant V	1.00	0.00
Library Assistant IV	1.00	1.00
Library Assistant III	6.00	1.00
Library Assistant II	7.50	3.00
-- Assistant I	1.00	0.00
Student Assistant III	2.25	0.00
Student Assistant II	4.60	0.00
Clerk	0.00	0.75
Total	30.10 FTE	7.75 FTE

4. COLLECTIONS

4.1 Collection Growth

CHSL collections consist of over 271,000 volumes and 2,347 serial subscriptions. The library added 9,970 volumes to its collection in 1997/98. The MCL collection contains over 28,000 volumes and maintains 591 current serial subscriptions; 2,952 volumes were added in 1997/98.

The LCME self-study found CHSL and MCL collections generally satisfactory, with strengths noted in veterinary medicine, comparative medicine, epidemiology, clinical research, and patient care. Materials are collected in the English language only. MCL maintains special collections on birth defects and bioethics. Relative to the size of other medical school libraries, the health science libraries' print collections are strong, as shown in the *1996/97 Annual Statistics of Medical School Libraries in the United States and Canada* (Houston, TX: Association of Academic Health Sciences Library Directors, 1998).

Librarians work closely with health sciences faculty on collection development issues in several ways. Librarians seek feedback on the quality of the collection through the Health Sciences Library Committee, email discussion lists, and mailings to departments. New faculty are contacted early on to assess collection needs. Librarians also monitor book approval plans to assure that appropriate materials are being received.

Table 2. Collection Growth History

	CHSL	MCL	Total
1997/98	271,791	28,234	300,025
1996/97	265,894	25,292	291,186
1995/96	257,197	23,892	281,089
1994/95	250,459	26,652	277,111
1993/94	241,168	24,867	266,035
1992/93	234,780	25,691	260,471
1991/92	227,977	24,529	252,506
1990/91	219,565	23,159	242,724

4.2 *Electronic Collections*

The UC Davis health sciences libraries remain on the forefront of current information technology and are increasing access to full text databases of electronic information. Electronic resources are identified and selected using the same selection criteria regarding content and relevance that is used for print collections. Librarians consult with faculty and other constituents as appropriate with regard to content, user interface, and technical qualities of these resources.

The health sciences libraries are also fully committed to coordinating the selection process with the efforts of UC's California Digital Library (CDL) to provide the best interface of article level links to the indexing and abstracting resources that make the collections most accessible. Through its mission to provide access to shared digital collections and services, the CDL currently contains the full content of thousands of scholarly journals, licensed databases of indexes and abstracts of scholarly publications, the MELVYL Union Catalog, and many specialized collections.

The LCME self-study noted that UC has been a leader in providing electronic materials for medicine in a networked environment. At the present time, UC Davis users have online access to many indexing and abstracting sources, including core health sciences bibliographic tools such as AGRICOLA, MEDLINE, Bioethicsline, BIOSIS, CAB Abstracts, CHEMBANK, CINAHL, Clinical Pharmacology, Current Contents, Dissertation Abstracts, PsychInfo, and Zoological Record. Databases of medical information available to UC Davis users include GenBank (the NIH genetic sequence database), the Merck Manual, TOXNET, the UC Davis Health System Center for Medical Informatics, and a wide variety of health sciences-related web sites.

Recent innovations in electronic access include direct links from article citations to full text. The advent of the CDL allows UC Davis users access to the *Science, Technology, and Industry Collection (STIC)*, and will eventually provide full text access to over 1,000 science journals in electronic format. Access to electronic journals will continue to increase as the journal publishing industry makes more sources available in this

format. In addition to the *STIC* collection, the CDL will also provide access to environmental literature, as well as several biomedical databases such as AIDSDBS.

4.3 Collections Use

Use of the printed collections at the UC Davis health sciences libraries continues to be robust, although it has begun to decline in the face of cancelled print subscriptions, increased reliance on ILL, and the growing presence of electronic collections. As more full text electronic titles become available in the health sciences, the continuing shift in patterns of collection use is a certainty.

At the present time, electronic journal publishers have not standardized the measurement of electronic resource use. Guidelines for usage measures are being developed and will be incorporated into future licensing agreements.

Table 3. Print Collections Use

(in volumes; includes circulation, in-house, and reserves use; does not include electronic collections)

	CHSL	MCL
1997/98	217,744	81,144
1996/97	244,974	89,183
1995/96	247,946	95,871
1994/95	270,742	124,452
1993/94	315,923	130,566
1992/93	330,657	134,894
1991/92	356,649	149,415
1990/91	344,633	148,096

5. SERVICES

Based on the LCME self-study and the AVMA report, the library services and programs provided by the managers and staff at CHSL and MCL meet the needs of the primary constituents. The libraries are advised on a regular basis by the Health Sciences Library Committee, which is comprised of faculty and students from the Schools of Medicine and Veterinary Medicine.

5.1 Reference Services and User Outreach Programs

The Reference Department sets and meets service goals each year, with each librarian assuming specific assignments. The Head of Reference receives informal feedback from users, and periodically monitors reference desk performance. Individual user requests are served through the reference desk by librarians 45 to 50 hours per week in each location, via e-mail requests, by telephone, or by mail. Instructional programs are offered by librarians and include workshops on MELVYL, MEDLINE and other medical

and veterinary information sources and information management tools. CHSL librarians participate in the curriculum by presenting tailored courses for many groups.

Although CHSL and MCL librarians offer a large and diverse number of workshops on topics of interest to medical students, faculty, and staff, participation in these activities among students has never been noteworthy. The LCME self-study report noted: "AAMC Graduate Survey Results, 1990-96 reveal that UCD graduates deviated from 'all medical schools' for literature analysis skills, in finding this aspect 'more inadequate' in their medical education than the national sample."⁶ CHSL and MCL have recently instituted two changes to reach their clientele better:

- The *HouseCalls* service offers customized instruction to individuals and small groups in faculty/staff labs and offices. This service has been quite popular, with 40 *HouseCalls* reaching 133 users from February to November 1998. A medical resident on the Health Sciences Library Committee commented that the two *HouseCalls* conducted in the Neurology department were very helpful and recommended that these be done for all residents.
- CHSL redesigned its workshops for fall quarter 1998, and offered two additional courses: "Searching for Medical Information" and "Searching for Veterinary Information" where several databases and Internet resources were featured. The workshops and courses were well-received.

Table 4. Library Instruction Sessions

	CHSL sessions / users	MCL sessions / users
1997/98	101 / 1,041	61 / 379
1996/97	140 / 1,534	61 / 347
1995/96	159 / 1,338	69 / 343
1994/95	135 / 1,001	80 / 356
1993/94	87 / 550	56 / 160
1992/93	82 / 690	54 / 122
1991/92	97 / 668	44 / 124
1990/91	104 / 511	47 / 144

⁶ *LCME Self-Study - 1997, Report of the Subcommittee on Resources for Medical Student Education* (Davis, CA: UC Davis School of Medicine, September 23, 1997),18.

The health sciences libraries value client feedback on instructional and other library programs. Evaluation forms are used for newly introduced workshops. Evaluations for these programs are generally high; suggestions for improvement, additions, and changes are carefully reviewed when programs are revised. The evaluation process has also been beneficial in identifying additional areas for program development.

5.2 *Access Services*

Each service unit within CHSL and MCL continually tracks its performance to improve efficiency. Technical services checks in new journals within one day of receipt, and catalogs and processes new books immediately upon receipt. Items in process may be retrieved within 24 hours on request. Bindery shipments are received on Tuesdays and are processed and sent to stacks by Friday of the same week.

Performance standards have also been established for circulation, reserves processing, library card processing, and book stack maintenance. For example, CHSL circulation staff have a reshelving standard of getting all materials back on the shelf within 24 hours, and use electronic scanners to log the in-house use of library materials.

In the years since the last LCME survey in 1991, significant changes have improved access services in the health sciences libraries:

- CHSL and MCL maintain comprehensive websites to provide convenient information on library services, instruction, computer labs, reserves, borrowing privileges, renewals, and ILL. The websites also point to specific medical and veterinary databases, websites and web tools, electronic journals, and reference books.
- CHSL and MCL users can electronically request intracampus delivery of books and journals through the GLIDE document delivery service, described under 5.3 *Interlibrary Loan*.
- The Electronic Reserves Room was developed at CHSL to serve as an online method for finding reserve materials quickly. Some non-copyrighted items, such as lecture notes and exams, can be viewed and provided directly through Electronic Reserves.

5.3 *Interlibrary Loan/Document Delivery (ILL/DD)*

The health science libraries recognize the increasing importance of resource sharing in the scientific research community. Several enhancements speed access to off-site materials:

- Electronic requesting features of MELVYL and other document requesting programs allow users to request items online.
- The *BioShare Fax* Project between Stanford University, UC Berkeley, UC San Francisco, UC Santa Cruz, and UC Davis sends photocopies of journal articles and conference papers to users via fax within 48 hours.

CHSL and MCL maintain high performance standards for filling user requests for materials located off-site. High delivery performance is especially crucial for MCL, given the urgent nature of patient care information requests and the insufficient space available for journal holdings. Ninety-five percent of ILL requests are filled, which is substantially higher than the fill rate of research libraries reported in a recent ARL study on interlibrary loan.⁷ The interlibrary loan unit processes borrowing requests within one day of receipt, and responds to most lending requests within 48 hours.

CHSL and MCL exceed the UC system-wide standards for interlibrary lending. In addition, a survey of ILL practices in U.S. research libraries showed that the average research library takes up to 22 days to fill 90 % of its ILL requests, while CHSL and MCL on average fill 96 % of their ILL requests within 10 days.⁸ The health sciences libraries maintain a standard of forwarding requests to other libraries within 24 hours of receipt, and use online ILL requesting mechanisms wherever possible. These factors were recognized in the study as indicative of high performance ILL operations.

Campus library holdings are shared efficiently with CHSL and MCL through the GLIDE service (General Library Intracampus Delivery Express), which provides books and journal articles within 24 hours for MCL and CHSL. Because the MCL limited space can only house 5 to 10 years of journal back issues, the GLIDE service fills a critical need for this research material at MCL.

CHSL and MCL serve as a Resource Library in the National Network of Libraries of Medicine through the Pacific Southwest Regional Medical Library network. The libraries are full participants in the UC Interlibrary Loan network, are part of the UC Davis Associate membership in the Mountain Valley Library System, and are part of UC membership in the Center for Research Libraries. CHSL and MCL serve as the primary health sciences resource library for greater northern California outside the Bay Area.

CHSL and MCL participate in several online document request systems to allow efficient delivery of books and journal articles not held by UC Davis, including *DOCLINE* \hat{O} , *OCLC \hat{O}* , and *Loansome Doc*[®].

ILL/DD services for all UC Davis campus libraries will be reviewed during academic year 1998/99.

⁷ Mary Jackson, *Measuring the Performance of Interlibrary Loan Operations in North American Research and College Libraries* (Washington, DC: Association of Research Libraries, 1998), 22.

⁸ *Ibid.*, 76.

Table 5. Interlibrary Loan and GLIDE Services

	Total ILL Borrowing Requests Filled	MCL GLIDE Requests filled by CHSL	CHSL GLIDE Requests filled by MCL
1997/98	6,273	7,514	1,616
1996/97	5,841	6,702	1,478
1995/96	4,997	6,860	1,448
1994/95	6,386	7,353	1,165
1993/94	3,783	6,868	1,075
1992/93	3,099	6,867	941
1991/92	2,445	7,048	903
1990/91	2,172	6,866	789

6. *FACILITIES*

6.1 *Service Hours*

Operating hours are 82.5 hours per week for CHSL, with extended hours during exam periods. In response to student requests in 1997 for a further increase in service hours during exam periods, CHSL conducted a survey of medical and veterinary students via email during spring quarter 1998. Survey response was low, and the results did not provide any consensus on preferred extended hours. Consistent low usage during the current extended hours has not justified further expansion.

MCL's operating hours are 86.5 hours per week and are coordinated to meet the needs of a widely dispersed clientele. Procedures are in place for clinical emergency access.

6.2 *Location*

CHSL is located in the Medical Sciences Complex on the Davis campus and was built in 1977. The LCME self-study report noted that the CHSL is "spacious, well-maintained, and kept up-to-date." A renovation completed in 1997 accommodated increased reliance on technology and provided for greater interlibrary loan efficiency. MCL was moved to its current location in the Professional Building on the Sacramento campus in 1976. A remodeling project in 1997 provided MCL with an 850-square foot microcomputer lab with ten workstations, some additional reader stations, an adequate computer reference area, and a small increase in shelving and staff space.

Table 7. Service Hours*

CARLSON HEALTH SCIENCES LIBRARY		
Academic quarter		
Monday – Thursday		7:45 am – 10 pm
Friday		7:45 am – 6 pm
Saturday		12 pm – 6 pm
Sunday		1 pm – 10 pm
Intersessions		
Monday – Thursday		8 am – 8 pm
Friday		8 am – 6 pm
Saturday and Sunday		1 pm – 5 pm
MEDICAL CENTER LIBRARY		
Year-round		
Monday – Thursday		7:30 am – 10 pm
Friday		7:30 am – 6 pm
Saturday		9 am – 5 pm
Sunday		10 am – 8 pm
*Holidays and other exceptions may vary.		

6.3 *Computer Capabilities*

CHSL maintains in the reference area nine personal computers for MELVYL searching and Internet access, and four terminals for MELVYL access via Telnet. In addition, there are 12 microcomputers in the library's two instructional computer labs with bibliographic search capabilities, Internet access, and office computing. The computer lab workstations are available for individual and group instruction. Four computer ports for personal laptops are also available at public carrels for users to connect into the UC Davis network. Reference librarians assist with users' search strategies and other information needs 45 to 50 hours per week.

MCL has eight computer workstations for access to MELVYL and other databases, and ten additional workstations in a microcomputer lab.

6.4 Space and Seating Capacity

CHSL has 36,139 assignable square feet of space, and provides total user seating for 390. There are 16 individual study rooms and eight small group study rooms that can accommodate from two to five individuals. Although seating is provided for 7% of the total primary clientele, it is somewhat lower than the average health sciences library, which seats 11% of its primary user population.⁹ The LCME report indicated that study space in CHSL is adequate for first- and second-year medical students.

MCL has 6,626 assignable square feet and user seating for 81, which the LCME self-study report noted was not adequate for the research needs of a premier medical teaching institution such as the School of Medicine and the UC Davis Health System. The relocation of the MCL anticipated for spring 1999 to smaller and less adequate space in the Redwood Building will further impede the library's ability to serve its clientele. In letters to the Dean of the School of Medicine and the Hospital Director, the Health Sciences Library Committee (HSLC) and the Educational Advisory Board (EAB) emphasized the unacceptability of the Redwood Building space, noting that it would "greatly compromise the physical and functional center of our educational mission at the Medical Center... at a time when we should be expanding, in particular, computer-assisted learning facilities."

The HSLC and the EAB endorse a permanent MCL location on the Sacramento campus in a new education building. A major medical center requires a state-of-the-art library facility complete with access to electronic and paper collections, a capable staff, and a modern physical plant that is open enough hours to satisfy its busy clientele.

The inadequate space allocated to the MCL has been emphasized frequently over the years. In its *Final Report* of December 1994, the School of Medicine's Strategic Planning Education Subcommittee observed, with regard to available MCL space, that:

"the Medical Center Library has for more than a decade been recognized to be grossly inadequate in support of the educational programs of the Medical Center. Repeated incentives that have been launched to correct this situation have each been dissipated, as strong recommendations for correction have failed to reach fruition."¹⁰

⁹ Hitt, Samuel. "Administration: Space Planning for Health Sciences Libraries". IN Darling, Louise, ed. *Handbook of Medical Library Practice*, 4th ed., volume III (Chicago, IL: Medical Library Association, 1988), 404-5.

¹⁰ *Final Report*, Strategic Planning Education Subcommittee (Davis, CA: UC Davis School of Medicine, December 1994), 11.

Ongoing analysis of MCL's use of GLIDE indicates that MCL's users need access to 15 to 20 years of journal back files for many titles. Although the number of journals and other materials available in electronic form is increasing, it is predicted that many of these older journals will not be available in electronic form for many years to come. The LCME self-study report stated that the "location of materials off-site is frequently cited by the Sacramento clientele as an impediment."¹¹

¹¹ *LCME Self-Study - 1997*, 16.

RECOMMENDATIONS

The recommendations made for both the LCME *Self-Study* and the AVMA Council on Education *Report of Evaluation* are still valid and need to be reiterated here.

Recommendation 1. As referred to earlier in this report, the libraries' 1998/99 budget includes some significant base- and one-time funding increases. To be able to maintain print and electronic resources to support the clinical, research, and teaching missions of the Schools of Medicine and Veterinary Medicine and the graduate programs in the life sciences, the CHSL and MCL materials budgets need to continue to be augmented and maintained at a level that keeps up with the market.

Recommendation 2. The health sciences librarians have established a variety of instructional programs that address information retrieval and analysis skills; however, they have not been well integrated in the formal instructional programs of the schools to adequately reach the professional students. It is recommended that information retrieval skills, taught by librarians, be incorporated at appropriate times throughout the curriculum. CHSL should continue to strengthen its outreach mission with programs such as the new *HouseCalls* service, to bring the message to medical and veterinary faculty that librarians are available to teach information skills when they are needed.

Recommendation 3. MCL collections, technology, and space are not adequate for the research needs of a major medical teaching institution. A permanent location on the Sacramento campus which conforms to basic standards for academic medical centers is required.

APPENDIX A

General Library Statistical Report and Distinguished Collections: 1997/98

Notable Additions to the Collections

- I.** Collection Growth
 - A. General Library Totals
 - B. Additions by Location
 - 1. Shields Library
 - 2. Carlson Health Sciences Library
 - 3. Physical Sciences and Engineering Library
 - 4. Medical Center Library
 - 5. Agricultural and Resource Economics Library
 - 6. Harrison Western Research Center

- II.** Reference Services

- III.** Online Database Searching

- IV.** Library Instructional Services

- V.** Resource Sharing

- VI.** Collection Use

- VII.** Technical Services
 - A. Acquisitions
 - B. Cataloging
 - C. Serials

- VIII.** Conservation and Preservation

- IX.** UC Davis Contributions to the Northern Regional Library Facility
 - A. Growth
 - B. Use

- X.** Staff

- XI.** Expenditures

- XII.** General Library Organizational Chart

Notable Additions to the Collections

During 1997/98, the General Library's collections were enriched through donation and purchase.

Special Collections and Archives

- A copy of *Californische Skizzen* by Friedrich Gerstader was purchased to honor Humanities/Social Sciences reference librarian Opritsa Popa's selection as the first recipient of the LAUC-D Distinguished Librarian award. This rare book, published in 1856, is the account by a German visitor of his observations on life in the California gold fields, and was selected as an especially appropriate acquisition in view of her duties as the collection development librarian for the German Department.
- Another significant acquisition was the purchase of the most recently produced volumes of the Florin Japanese American Citizens League oral histories, which further document the personal experiences of those Japanese Americans interned during World War II. This makes the Library's collection of Florin chapter JACL oral histories inclusive of all those published to date.
- The Christine Blanchard Kipling Collection in the Department of Special Collections was augmented by Mrs. Blanchard's gift of a number of additional works by Rudyard Kipling.
- The Ferry-Morse Seed Company holdings were increased by more than a third with the donation of 11 boxes of their business records by the company which acquired them, the Harris-Moran Seed Company.
- Donations to the University Archives included 25 boxes comprising the papers of the late UCD professor of history, C. Roland Marchand. The gift was made by Marchand's wife.
- The Archives also acquired the meeting notes of the student cooperative housing project known as The Domes. Dating from the 1970s, these materials document a unique experiment in student housing at UC Davis.

Humanities/Social Sciences

- The department's reference collection was enhanced with the purchase of the following works in CD-ROM format: *Heinrich Heine: Zeit, Leben, Werke*; and *Samuel Johnson's Dictionary of the English Language*.

- Additionally, the year was marked by the acquisition of the six-volume *International Encyclopedia of Dance*, Oxford University Press, 1998, edited by Selma Jean Cohen. This reference set is the first to give comprehensive coverage of classical dance. Twenty-five years in preparation, the set covers dance from all parts of the world.
- Chaucer's *The Wife of Bath's Prologue* on CD-Rom, from Cambridge University Press, 1997, is the initial release of *The Canterbury Tales CD Series* by this publisher. The disk includes transcriptions, collations, and digitized images of all 58 pre-1500 manuscript and print versions of Chaucer's tale. The SGML/TEI based software allows searches of different manuscript versions of the text simultaneously, giving scholars and students rapid access to a large archive of information of a kind never before possible.

Government Information and Maps Department

- Notable electronic subscriptions for 1997/98 included STAT-USA, a systemwide web subscription initiated by government information librarians to the Department of Commerce's current economic information, international trade statistics, and trade opportunities and marketing information. A web subscription to the CIS Congressional Universe system replaced Congressional Quarterly's Telnet-based system. It provides web access to indexing for congressional publications back to 1970, in addition to full-text of more recent congressional publications, bill-tracking, member information, and commercial transcripts of testimony, and press conferences. The Government Printing Office unveiled *Core Documents of U.S. Democracy*, 24 publications to which every American should have access, including the Bill of Rights, Constitution, United States Code, Supreme Court decisions, as well as the Budget and other economic information.
- Several major federal reports were acquired: *Cloning Human Beings: Report and Recommendations of the National Bioethics Advisory Commission*, examines the scientific, legal and ethical issues involved in cloning humans, and recommends a continuation of the moratorium on the practice.
- The U.S. Air Force publication entitled, *The Roswell Report: Case Closed*, James McAndrews offers common-sense explanations for alien sightings.
- *One America, Indivisible: A National Conversation On American Pluralism and Identity*, by Sheldon Hackney, published by the National Endowment for the Humanities, discusses issues of race and social justice, assimilation and pluralism in American Society.

**I. Collection Growth [1]
A. General Library**

	Holdings 06/30/1997	Added 1997/98	Withdrawn 1997/98	Holdings 06/30/1998
Volumes	2,608,008	71,082	6,680	2,672,410
Pamphlets	570,385	3,107	578	572,914
Government Documents [2]	812,210	20,609	16,374	816,445
Microforms				
Microcards (cards)	218,973	0	0	218,973
Microfiche (sheets)	2,500,844	70,047	443	2,570,448
Microfilm (reels)	105,322	788	0	106,110
Microprints (sheets)	344,722	0	0	344,722
Total Microforms	3,169,861	70,835	443	3,240,253
Manuscripts [3]				
Personal	1,945.9	188.0	0.0	2,133.9
UC Archival	3,443.7	204.0	0.0	3,647.7
Other Archival Material	5,515.8	0.0	0.0	5,515.8
Total Manuscripts	10,905.4	392.0	0.0	11,297.4
Audio Materials				
Audiocassettes	3,170	365	0	3,535
Audioreels	26	0	0	26
Audiotapes	9,352	0	0	9,352
Total Audio Materials	12,548	365	0	12,913
Video Materials				
Videotapes	448	54	0	502
Videodiscs	42	0	0	42
Total Video Materials	490	54	0	544
Other Formats				
Computer Files [4]	3,371	713	15	4,069
Maps	240,857	3,139	650	243,346
Multi-Media Kits	35	0	0	35
Motion Pictures	0	0	0	0
Filmstrips	0	0	0	0
Pictorial Items	211,685	0	105	211,580
35mm Slides	1,034	0	0	1,034
Total Other Formats	456,982	3,852	770	460,064
Serials Received Currently [5]	40,482	1,835	4,186	38,131

1 Includes Shields Library, Physical Sciences Library, Carlson Health Sciences Library, Medical Center Library (Sacramento), Agricultural and Resource Economics Library, and Harrison Western Research Center.

2 Includes items not counted in other categories.

3 Manuscript holdings are counted in manuscript units (MU), which are based on a standard archival box. Includes archived pictorial items.

4 Includes CD-ROMs, floppy disks, and computer tapes.

5 Includes Government Documents serials.

I. Collection Growth
B. Additions By Location
1. Shields Library

	Holdings 06/30/1997	Added 1997/98	Withdrawn 1997/98	Holdings 06/30/1998
Volumes	1,972,163	46,222	2,165	2,016,220
Pamphlets	310,962	0	0	310,962
Government Documents [1]	778,261	20,609	16,374	782,496
Microforms				
Microcards (cards)	173,132	0	0	173,132
Microfiche (sheets)	1,277,222	67,351	66	1,344,507
Microfilm (reels)	101,729	788	0	102,517
Microprints (sheets)	344,722	0	0	344,722
Total Microforms	1,896,805	68,139	66	1,964,878
Manuscripts [2]				
Personal	1,945.9	188.0	0.0	2,133.9
UC Archival	3,443.7	204.0	0.0	3,647.7
Other Archival Material	5,515.8	0.0	0.0	5,515.8
Total Manuscripts	10,905.4	392.0	0.0	11,297.4
Audio Materials				
Audiocassettes	125	40	0	165
Audioreels	26	0	0	26
Total Audio Materials	9,503	40	0	9,543
Video Materials				
Videotapes	289	44	0	333
Videodiscs	42	0	0	42
Total Video Materials	331	44	0	375
Other Formats				
Computer Files [3]	2,633	477	0	3,110
Maps	226,429	2,881	650	228,660
Multi-Media Kits	2	0	0	2
Motion Pictures	0	0	0	0
Filmstrips	0	0	0	0
Pictorial Items	211,669	0	105	211,564
35mm Slides	686	0	0	686
Total Other Formats	441,419	3,358	755	444,022
Serials Received Currently [4]	31,012	1,601	2,870	29,743

1 Includes items not counted in other categories.

2 Manuscript holdings are counted in manuscript units (MU), which are based on a standard archival box.

Includes archived pictorial items.

3 Includes CD-ROMs, floppy disks, and computer tapes.

4 Includes Government Documents serials.

I. Collection Growth
B. Additions By Location
2. Carlson Health Sciences Library

	Holdings 06/30/1997	Added 1997/98	Withdrawn 1997/98	Holdings 06/30/1998
Volumes	265,894	9,970	4,073	271,791
Pamphlets	431	35	0	466
Microforms				
Microcards (cards)	53	0	0	53
Microfiche (sheets)	10,949	0	0	10,949
Microfilm (reels)	1,706	0	0	1,706
Total Microforms	12,708	0	0	12,708
Audio Materials				
Audiocassettes	240	12	0	252
Audiocassettes	0	0	0	0
Total Audio Materials	240	12	0	252
Video Materials				
Videotapes	86	6	0	92
Other Formats				
Computer Files [1]	80	17	0	97
Multi-Media Kits	31	0	0	31
Filmstrips	0	0	0	0
Pictorial Items	16	0	0	16
35mm Slides	345	0	0	345
Total Other Formats	472	17	0	489
Serials Received Currently	3,207	92	952	2,347

1 Includes CD-ROMS, floppy disks, and computer tapes.

I. Collection Growth
B. Additions By Location
3. Physical Sciences Library

	Holdings 06/30/1997	Added 1997/98	Withdrawn 1997/98	Holdings 06/30/1998
Volumes [1]	315,465	11,658	415	326,708
Government Documents [2]	33,931	0	0	33,931
Microforms				
Microcards (cards)	45,788	0	0	45,788
Microfiche (sheets)	1,208,790	2,696	377	1,211,109
Microfilm (reels)	1,887	0	0	1,887
Total Microforms	1,256,465	2,696	377	1,258,784
Maps	14,428	258	0	14,686
Computer Files [3]	614	207	15	806
Serials Received Currently	4,439	52	338	4,153

1 Includes volumes transferred to Shields Library in 1993/94.

2 Includes items not counted in other categories.

3 Includes CD-ROMs, floppy disks, and computer tapes.

I. Collection Growth
B. Additions By Location
4. Medical Center Library, Sacramento

	Holdings 06/30/1997	Added 1997/98	Withdrawn 1997/98	Holdings 06/30/1998
Volumes	25,292	2,952	10	28,234
Microfiche	3,883	0	0	3,883
Audiocassettes	2,805	313	0	3,118
Videotapes	41	1	0	42
Other Formats				
Multi-Media Kits	2	0	0	2
35mm Slides	3	0	0	3
Computer Files [1]	31	11	0	42
Total Other Formats	36	11	0	47
Serials Received Currently	549	49	7	591

1 Includes CD-ROMs, floppy disks, and computer tapes

I. Collection Growth
B. Additions By Location
5. Agricultural and Resource Economics Library

	Holdings 06/30/1997	Added 1997/98	Withdrawn 1997/98	Holdings 06/30/1998
Volumes	8,484	161	17	8,628
Pamphlets	258,992	3,072	578	261,486
Government Documents	0	0	0	0
Floppy Discs	14	1	0	15
Serials Received Currently	1,168	41	19	1,190

I. Collection Growth
B. Additions By Location
6. Harrison Western Research Center

	Holdings 06/30/1997	Added 1997/98	Withdrawn 1997/98	Holdings 06/30/1998
Volumes	20,710	119	0	20,829
Government Documents	18	0	0	18
Serials Received Currently	107	0	0	107

II. Reference Services

	1996/97	1997/98				
	Total	Directional	Information	Search	Extended Search	Total
Shields Library						
Humanities/Social Sciences	32,157	2,120	24,901	978	0	27,999
Biological/Agricultural Sciences	24,773	5,020	15,186	408	0	20,614
Government Documents/Maps	17,265	8,912	28,354	2,292	0	39,558
Periodicals [1]	29,965	0	0	0	0	0
Information Desk	48,234	12,784	30,617	3,528	0	46,929
Circulation Desk - Shields	0	4,215	985	3,293	0	8,493
Melvyl® Assistance	5,169	0	0	4,537	0	4,537
Special Collections	1,866	216	1,148	457	75	1,896
Agricultural & Resource Economics Library	2,449	655	1,849	151	48	2,703
Physical Sciences Library	8,361	1,536	7,192	212	12	8,952
Carlson Health Sciences Library	17,632	997	8,850	3,738	203	13,788
Circulation Desk - HSL	0	7,875	9,667	2,555	312	20,409
Medical Center Library	23,516	9,041	15,680	672	298	25,691
Total	211,387	53,371	144,429	22,821	948	221,569

1 Map questions are counted only as Information or Search.

III. Online Database Searching

	1996/97		1997/98				
	Total Requests	Total Databases Searched	Requests			Total Requests	Total Databases Searched
			UC Users	Non-UC Users	Library		
Shields Library							
Humanities/Social Sciences	9	10	0	0	11	11	11
Biological/Agricultural Sciences	11	11	0	0	0	0	0
Government Documents/Maps	1	1	0	0	0	0	0
Physical Sciences Library	184	151	51	1	59	111	35
Carlson Health Sciences Library [1]	11	11	2	6	3	11	11
Medical Center Library	142	198	8	1	169	178	178
Total	358	382	61	8	242	311	235

1 Does not include Technical Services' use of CATLINE, AVLINE, and SERLINE databases for cataloging copy

IV. Library Instructional Services

	1996/97	1997/98					
	Totals	University				Non-UC	Totals
		Visiting Lectures	Library Seminars & Workshops	Tours	Other	Tours	
Shields Library	Sessions / Participants						
Access Services	28 / 460	0 / 0	0 / 0	146 / 1,121	0 / 0	2 / 47	148 / 1,168
Humanities/Social Sciences	42 / 1,149	0 / 0	22 / 469	0 / 0	0 / 0	0 / 0	22 / 469
Biological/Agricultural Sciences	31 / 570	23 / 407	1 / 6	0 / 0	0 / 0	1 / 7	25 / 420
Government Documents/Maps	9 / 327	9 / 229	2 / 30	0 / 0	0 / 0	1 / 20	12 / 279
Special Collections	22 / 193	9 / 168	0 / 0	9 / 28	0 / 0	10 / 42	28 / 238
Agricultural & Resource Economics Library	3 / 39	0 / 0	2 / 27	0 / 0	0 / 0	0 / 0	2 / 27
Physical Sciences Library	33 / 445	0 / 0	15 / 277	0 / 0	0 / 0	0 / 0	15 / 277
Carlson Health Sciences Library	140 / 1,534	10 / 382	58 / 161	1 / 5	20 / 73	12 / 420	101 / 1,041
Medical Center Library	61 / 347	7 / 131	50 / 169	2 / 19	0 / 0	2 / 60	61 / 379
General Library Instruction	146 / 2,153	0 / 0	137 / 2,329	0 / 0	0 / 0	14 / 416	151 / 2,745
Total	515 / 7,217	58 / 1,317	287 / 3,468	158 / 1,173	20 / 73	42 / 1,012	565 / 7,043

V. Resource Sharing

	1996/97	1997/98		
	Total	Types of Requests		Total
		Original	Photocopy	
Interlibrary Loan Activity				
Lent to UC Libraries				
Main Library [1]	10,354	5,997	5,203	11,200
Carlson Health Sciences Library	6,813	479	6,879	7,358
Medical Center Library	1,880	96	2,206	2,302
Lent to Non-UC Libraries [2]				
Main Library [1]	8,396	4,557	2,685	7,242
Carlson Health Sciences Library	12,214	829	10,453	11,282
Medical Center Library	3,227	153	2,995	3,148
Total Lending	42,884	12,111	30,421	42,532
Borrowed From UC Libraries				
Main Library [1]	7,805	5,439	2,937	8,376
Carlson Health Sciences Library	1,741	252	1,768	2,020
Medical Center Library	1,971	247	1,928	2,175
Borrowed From Non-UC Libraries				
Main Library [1]	2,875	2,172	1,354	3,526
Carlson Health Sciences Library	749	108	814	922
Medical Center Library	1,380	145	1,011	1,156
Total Borrowing	16,521	8,363	9,812	18,175
Total Activity	59,405	20,474	40,233	60,707

1 Includes Shields Library ILL, Bio Share, Government Documents, USDA Document Delivery Service, and Physical Sciences Library, as applicable.

2 See detailed chart below.

	Original	Photocopies	Total
Lent to Non-UC Libraries			
Tri-System [3]	0	0	0
Other California	4,231	10,962	15,193
Out-of-State	1,190	4,691	5,881
Foreign	126	415	541
Total	5,547	16,068	21,615

3 Mountain Valley, North Bay, North State counted together; individual statistics are not available.

VI. Collection Use

	1996/97	1997/98			
	Total	Home-Use	In-House-Use	Reserves	Total
Shields Library					
Access Services	1,018,272	452,825	396,541	138,792	988,158
Annex	0	0	0	N/A	0
Government Documents	18,623	21,023	25,212	N/A	46,235
Maps	12,607	185	20,714	N/A	20,899
Non-Governmental Pamphlets	0	0	[1]	N/A	0
Periodicals [2]	62,607	N/A	52,406	N/A	52,406
Microforms [3]	36,583	943	22,984	N/A	23,927
Special Collections [4]	2,250	N/A	2,371	N/A	2,371
Bio/Ag Sciences [5]	54,538	N/A	56,292	N/A	56,292
Humanities/Social Sciences	15,526	N/A	17,103	N/A	17,103
Total Shields Library	1,221,006	474,976	593,623	138,792	1,207,391
Physical Sciences Library	159,717	51,419	109,349	N/A	160,768
Agricultural and Resource Economics Library	11,497	6,387	4,708	[6]	11,095
Carlson Health Sciences Library	244,974	25,071	189,009	3,664	217,744
Medical Center Library	89,183	19,338	61,806	N/A	81,144
Total Activity	1,726,377	577,191	958,495	142,456	1,678,142

1 Non-governmental pamphlet in-house-use statistics not counted.

2 Includes Current Periodicals.

3 Includes all Shields microforms.

4 Manuscript use is reported in Manuscript Units (MU). Special Collections figures include both MU and rare book collection use.

5 Includes use of current periodicals.

6 Self-service, not counted.

VII. Technical Services

	1996/97	1997/98		
	Total	Main Library ^[1]	Health Sciences Library ^[2]	Total
A. Acquisitions Department				
Titles Received	31,127	32,352	1,864	34,216
Volumes Received	33,744	34,448	2,113	36,561
Non-Book Titles Received	163	166 ^[3]	5 ^[4]	171
Non-Book Units Received	573	307	0 ^[5]	307
Titles Leaving Department	31,290	32,294	1,869	34,163
B. Cataloging Department				
(New) Titles Cataloged	43,319	33,283	2,188 ^[6]	35,471
Total Volumes Processed	46,657	36,050 ^[7]	2,332	38,382
Microform Units Processed	1	0	0	0
Audiovisual Units Processed	365	0	332	332
MRDF Units Processed	45	0	28	28
Retrospective Titles Converted	0	6,132	0	6,132
C. Serials Department				
Active Titles Checked In	19,420	14,795 ^[8]	3,653	18,448
Titles Cataloged/Processed	1,309	1,453 ^[9]	110	1,563
Total Volumes Processed	14,371	16,923 ^[10]	5,375	22,298
Microform Units Processed	19,077	16,891	0	16,891
Audiovisual Units Processed	0	0	0	0
Retrospective Titles Converted	521	235	0	235
MRDF Units Processed	207	66	39	105

1 Includes Shields Library, Physical Sciences Library, and Agricultural and Resource Economics Library.

2 Includes Carlson Health Sciences Library and Medical Center Library.

3 Includes microforms, maps, scores, and audiovisual items.

4 Includes microforms, audiovisual items, and machine-readable data files (MRDFs).

5 Receipt is by number of titles.

6 Includes work done for Veterinary Medicine Teaching and Research Center, Tulare.

7 Monographs only.

8 Does not include serials received by the Government Documents Department.

9 Includes government documents.

10 Bound volumes only.

VIII. Conservation and Preservation

	1996/97	1997/98		
	Total Activity	Main Library [1]	Health Sciences Library [2]	Total Activity
Volumes Bound at Bindery	17,497	14,593	5,019	19,612
Volumes Bound In-House	14,565	15,808	356	16,164
Volumes Receiving Conservation Treatment	2,872	3,617	194	3,811
Volumes Reviewed For Brittle Book Disposition	787	1,485	0	1,485
Volumes Filmed For Preservation	126	0	N/A	0
Titles Filmed For Preservation	9	0	N/A	0

1 Includes Shields Library, Physical Sciences Library, and Agricultural and Resource Economics Library.

2 Includes Carlson Health Sciences Library and the Medical Center Library.

IX. UC Davis Contributions To Northern Regional Library Facility

	Holdings 6/97	Added 1997/98	Holdings 6/98
A. Growth			
Volume Equivalents	592,745	17,824	610,569

	1996/97 Volumes Circulated	1997/98 Volumes Circulated
B. Use		
Shields Library	5,039	5,091
Carlson Health Sciences Library	0	0
Medical Center Library	0	0
Physical Sciences Library	0	0
Total	5,039	5,091

X. Staff [1]

	1996/97			1997/98		
	Permanent	Extramurally Supported	Total	Permanent	Extramurally Supported	Total
Librarians	50.35	0	50.35	50.35		50.35
Support Staff	163.20	0	163.20	156.90		156.90
Student Assistants	56.95	0	56.95	59.70		59.70
Total	270.50	0	270.50	266.95	0	266.95

1 Includes Shields Library, Physical Sciences Library, Carlson Health Sciences Library, Medical Center Library, and librarians at the Agricultural and Resource Economics Library.

XI. Expenditures

	1996/97	1997/98			
	Total \$	General Funds	Copy Service Income	Health Sciences Funds	Total \$
Personnel					
Salaries and Wages	7,598,278	6,832,326	0	1,105,429	7,937,755
Employee Benefits	1,904,276	1,062,099	0	180,811	1,242,910
Total	9,502,554	7,894,425 [1]	0	1,286,240	9,180,665
Materials					
Monographs and Serials	5,275,923	3,972,710	N/A	1,030,715	5,003,425
Binding	194,307	185,213	N/A	40,717	225,930
Total	5,470,230	4,157,923 [2]	N/A	1,071,432	5,229,355
Other Operating Expenses	1,046,658	725,805 [2]	33,755	74,447	834,007
Total Expenditures	16,019,442	12,778,153	33,755	2,432,119	15,244,027

1 Includes Shields Library, Physical Sciences Library, and Agricultural and Resource Economics Library.

2 Includes Shields Library and Physical Sciences Library.

APPENDIX B

General Library Goals and Objectives

*UC Davis General Library
Report for Academic Planning Council
December 1990*

Goals

1. To select, acquire, and preserve for the University those materials which will support its current and anticipated teaching and research.
2. To organize and to maintain bibliographic control over the materials acquired, and to make them ready for use.
3. To provide prompt and efficient access to the Library's collection.
4. To promote the use of the Library's collection, to assist and instruct users in taking advantage of the resources of the Library, and to provide information about and (where possible) access to materials located elsewhere.

Objectives

1. To recruit and retain library staff of high ability, and encourage them to develop their potential and to work productively together.
2. To carry on a continuous search for and adopt the best methods of using all available financial, physical, and technological resources.
3. To plan for and administer space and equipment so that the collection may be used conveniently.
4. To foster and maintain harmonious working relationships with all other parts of the university community.
5. To cooperate with other institutions, particularly libraries, for the advancement of scholarship and the effective use of resources,
6. To provide for a periodic review of the Library's performance in achieving its goals.

APPENDIX C

Glossary of Terms and Acronyms

AVMA	American Veterinary Medical Association
CDL	California Digital Library
CHSL	The Carlson Health Sciences Library
DOCLINE Ò	Online system for submitting and receiving interlibrary loan requests.
GLIDE	UC Davis intracampus library book and document delivery service.
ILL	Interlibrary loan
LCME	Liaison Committee on Medical Education
Loansome Doc Ò	Online system for submitting and receiving interlibrary loan requests.
MCL	UC Davis Medical Center Library
MEDLINE Ò	Bibliographic database of medical information produced by the National Library of Medicine.
MELVYL	UC's online library system; includes the UC libraries' union catalog of book holdings, the periodicals database, and several bibliographic databases. Currently available through Telnet and through a web-based interface.
OCLC Ò	Online Computer Library Center, Inc.; provides services to libraries including interlibrary loan.