Eating the elephant
Re-classification and preparation for a major library move

Frances Machell
Head of Collection Management
Summary

- Background context
- Major decisions - policy and process
- What did we learn?
- Outcomes and benefits

Image credit: https://www.flickr.com/photos/scottishlibraries/2530496573
Upper floors: 20%
Higher use collections, intended for browsing

Basement ‘Research Reserve’: 80%
Low use/heritage collections with fetching service
How big was our elephant?

Integrating:
- 5 libraries plus stores
- 46,000 l/m stock
- c.2 million items

Image credit: https://www.flickr.com/photos/cmav/8636738841/
Collections projects

Print journals review
May 2014 - Sept 2015

Monographs review
Oct 2014 – Dec 2015

Collections decant
Classification policy

- Harmonization, and
- Standardization

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Reclassification process

Data and label preparation

Space creation

Physical processing
Exceptional children in focus / James R. Patton ... (et al.).

Main Title: Exceptional children in focus / James R. Patton ... (et al.).
Edition: 5th ed.
# Data work

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Space creation

- Most journals into off-site commercial storage
- Replaced by ILL
- Remaining journals consolidated
Physical processing

- Enter Backstage Library Works
Physical processing

- LMS updates
- Trapping items ("New Sequence Missing")
- Re-spacing
- Internal comms
Outcomes

- Backstage (most done in 12 weeks, July-Oct):
  - 174,007 items reclassified
  - 255,600 items moved into New Sequence
  - 292,986 items searched for
- 550,000+ items moved in some way
- Since Oct, 15,000+ items added to New Sequence
What did we learn?

- It can be done
- Collections change has to be treated as a service wide issue
- Involve the front line staff
- Be precise in terminology
- All your skeletons will fall out the cupboard
- Sell the benefit
Outcomes

- Library Services:
  - Easier decant
  - Test our criteria
  - Efficient procurement

- Library users:
  - Higher use books together
  - More consistency and precision
Questions?

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