

**ANNUAL REPORT OF THE
CSB/SJU JOINT LIBRARIES
2000-2001**

Mission and Vision Statement

for the CSB/SJU Joint Libraries and Media Departments

"The Joint Libraries and Media departments are dedicated to participating in and supporting the educational mission of our academic and Benedictine communities by providing access to information resources and guidance and instruction in using them. The vision we have for the future is that we provide the materials and services to provide a unified liberal arts curriculum and integrated environment for learning. We will emphasize the personal growth of all staff members while we provide the information resources to support others on campus in this endeavor. All of this will be done within the Benedictine character and values of our two institutions. We strive for a convivial organization that has the goal of promoting the common good for ourselves and those we serve."

REPORT OF THE DIRECTOR

The challenges that face the library and media departments continued over the past year. Changing technology has required corresponding responses in new training, more communication with faculty and other departments, new equipment and building renovation. Planning for the future of the library's online database and also a new building which will encompass other areas, has involved much cooperation between library departments, with other university areas and state level committees and agencies.

We have done an excellent job of training staff, which has positioned some of them to move into new positions, outside of libraries, and media departments, that pay significantly more than we do. We went through 9 separate searches for staff in the two areas. Some of the individuals left for personal reasons, but most left for better paying jobs. The result of this turnover was much time spent interviewing and training that came at the expense of other projects. Given the long training curve in many of our positions, this much turnover will continue to affect our productivity well into the 2002 fiscal year.

A number of major tasks were undertaken during the year that will be commented on later in more detail. The revisions of our website were extensive and time-consuming, but as we continue to better understand how to develop the site the steps we are taking now should make future revisions much easier. I am pleased that the library website had over 3,000,000 hits last year. It is clear that value we have added through the website is heavily used.

The inventory of the Clemens and BAC libraries was completed, as well as doing a second inventory at SJU in preparation for the migration to our new online system during fiscal year 2002. A number of problems were identified and fixed as part of the inventory. A large retrospective bar coding of Government Documents was also undertaken in

preparation for migration to a new system.

We have agreed to be a beta test site so that the new system, unlike our current PALS System, will be designed to meet the needs of non-MnSCU libraries. As a result, a number of the staff spent extensive time in state level meetings so that our needs can be better met with the new system.

The public services staff began a continuing project to meet with both new faculty and continuing faculty. As we move to more and more electronic resources, we need the advice of the faculty as well as the opportunity to show them the many new resources we have purchased.

The new library building committee was established and has begun its work. This will be a major commitment of time on the part of many people. Representatives from the library, HMML, St. John's Bible Project, Arca Artium, Ecumenical Center, IT, IA, Abbey and University Archives, Abbey and University Art Collections and Physical Plant have met with a consultant to develop a preliminary plan. Although the group is just beginning, the work done in past years shows in terms of the collegiality and common purpose the group has shown thus far.

The close relationship between IT Services and the library continues. Most of the late spring and summer was spent preparing for and implementing a major renovation of Clemens Library to accommodate a large public access area for computing. The group, comprised of physical plant, library, and IT staff, worked well together for the benefit of our students. It was a very enjoyable experience.

Media finally received half of the new media stacks needed so that we were able to better house our videotape collection. Media has also expanded the availability of portable COW's through the purchase of two systems – one on each campus. We hope that we will be able to add more of these systems during fiscal year 2002.

The challenges that faced the library last year will continue this coming year. Planning and preparation for major changes in technology and a new physical structure have dominated last year and will continue to do so in the year ahead. We are anticipating a new online system with the added value it will bring to both our patrons and our internal operations. The new building will help us forge new relationships and cement old ones as all of us strive to better serve our users.

This is a collaborative effort and I would like to thank all who provided text and analysis for this annual report, especially Rebecca Terhaar who kept all of us on track and provided excellent editorial assistance.

COLLECTION DEVELOPMENT REPORT

While there remained a continuing general lack of the usual faculty participation in Collection Development, the workload for the 2000-2001 year continued to be successful but heavy. Significant materials were purchased and significant gift books and periodicals

were received, particularly from Judge William Nierengarten, Dr. Edward Henry, Gregory Sebastian, OSB, and Alauddin I. Samarraï, as well as continuing gifts from Rev. Donald Glad and Dr. Thorpe Running. Again the East Asian history, gender studies, and chemistry collections were developed at Clemens Library, and philosophy, history of the Middle Ages, and gender studies at Alcuin Library.

This year the libraries were also able to continue to make a significant contribution to St. Thomas Benedictine Monastery in Kottayam, Kerala, India. With St. Thomas Benedictine Monastery paying the postage, we were able to send more very fine theology and philosophy books that came to the libraries as unneeded duplicate gift books.

SPECIAL COLLECTIONS REPORT

Arca Artium

During the past year, Arca Artium has continued to devote energy to the internal organization of its contents. At the same time it has engaged in a variety of projects that have, in modest ways, opened its resources to the public.

In an attempt to make items in the collection more accessible, we have begun the process of transferring the Arca Artium print inventory, the rare book catalog listing and an art objects database to one that will unify their information storage formats with the Abbey/ University Art and Artifacts Collection. This new database will allow us to attach a digitized image of each collection item to its record.

Tight budgets and tight spaces have prompted the shifting and reorganization of large portions of the Arca Artium reference library. Ninety per cent of the reference collection remains uncataloged. But because it is key to researching Arca Artium's rare books and art works, and because it is the largest and fastest growing part of the collection, we are attempting to sort, order and arrange its materials so they will be most useful and accessible to staff members. This monumental task is being accomplished only with the help of very capable student assistants. Long-range discussions have now begun to plan for a new library space that will accommodate Arca Artium and other campus resources.

Among Arca Artium's holdings are the working papers of its creator and chief donor, Frank Kacmarcik, artist and liturgical design consultant. Work began this past summer to organize his files. These documents chronicle five decades of Br. Frank's collaboration with parishes, monastic communities, national liturgical organizations, artists, architects, religious leaders and theologians. The Kacmarcik correspondence, project photos, building plans and meeting notes tell stories of the American Catholic Church struggling to renew its worship life and reform its liturgical spaces in the spirit of the Second Vatican Council. We have recently become the beneficiary of the Robert Hovda Collection, which adds significantly to Arca Artium's primary materials on twentieth century liturgical theology.

Arca Artium has continued to collaborate with staff at Alcuin Library, the School of Theology and the Hill Monastic Manuscript Library in order to mount displays and small exhibits that introduce students, faculty and visitors to the breadth and depth of the Collection. One of these ventures uncovered a path of artistic heritage and Christian missionary activity that links a twentieth century Ethiopian painting in the Arca Artium Collection to an image in Albrecht Dürer's *Little Passion* woodcut series (published 1511). Another display that featured the linoleum prints of contemporary artist Penelope Bennett,

led the School of Theology and Arca Artium to sponsor a lecture by Ms. Bennett on “A Lifetime Devotion to Art” in April, 2001.

In the course of the last academic year, Arca Artium worked with undergraduate and graduate faculty members to prepare presentations for their classes that ranged in topic from Liturgy and Bible to Reformation history and the world of book production. Arca Artium now routinely answers many requests, both internal and external, for information or images. Most particularly, we have been working with Carol Marrin, Director of the Saint John’s Bible project, to assist with plans for the Bible’s first major exhibit in 2003.

Saint John’s Rare Books

The Saint John’s Rare Book collection contributed the materials for two exhibits in the Hill Monastic Manuscript Library. The first (March-May 2001) was devoted to the life and writings of the brilliant but eccentric Benedictine Abbot John Trithemius of Sponheim, who produced major works of monastic history, spirituality, bibliography and cryptography. Saint John’s has a particularly rich collection of his works. The exhibit can be viewed at <http://www.hmml.org/resources/Trithemius/Trithemius.html>.

The second exhibit (June-August 2001) was of seventeenth and eighteenth century works by the monks of the French Benedictine Congregation of Saint-Maur. Notable scholars of this congregation such as Jean Mabillon established the basic methodology for modern historical study of ancient and medieval documents. The exhibit drew from our extensive holdings of works by the Maurists, ranging from histories of the Benedictine order to treatises on palaeography and critical editions of patristic writings. The exhibit will soon be accessible through the HMML website. Both exhibits were curated by Fr. Columba Stewart OSB and installed by Dr. Deborah Shepherd of HMML. There were lectures by Fr. Columba, Fr. Wilfred Theisen, and Fr. Eric Hollas associated with these exhibits.

In the year 2000-2001, our most significant acquisitions were a pocket-size medieval manuscript New Testament and the newly printed Arion folio Bible. The manuscript, written in Italy in the mid-thirteenth century, is our only manuscript Latin Bible. The purchase was made possible through the generosity of an anonymous donor. The Arion Bible, undertaken by the Arion Press of San Francisco, is a large format English Bible (in the New Revised Standard Version, like the Saint John’s Bible). Printed with the traditional technology of moveable metal type, it is probably the last Bible that will be produced through such labor-intensive means. The investment of time and labor has produced a magnificent example of the printer’s art. Our copy of the Arion Bible is being custom leather bound in two volumes.

Much time was devoted this year to planning for the future, especially for the new special collections library that is projected for construction later in this decade. The prospect of having adequate storage and curatorial space, a single location for all rare book holdings, and hospitality for researchers and the general public is very exciting.

LIBRARY PUBLIC SERVICES REPORT

Public services staff focused the bulk of their efforts in three areas: 1) continuing the transition to a digital library while at the same time utilizing our important print collections; 2) manage staff turnover and re-allocation of job responsibilities; and 3) work with the Core Curriculum Committee to establish goals relating to information literacy in First Year Symposium.

Regarding the transition to the digital library, we appear to be reversing the trend of the past few years and have seen increased utilization of traditional, paper-based library materials and related services. Circulation and Reference statistics either remained stable or slightly increased, and Interlibrary Loan experienced a rather large combined increase of 14%. At the same time, however, our statistics related to our Web use and the use of many of our electronic resources continued their strong growth – as high as 50% over the previous year.

The staff turnover and re-allocation of job responsibilities is documented in the area reports below. Of particular note is the turnover in Interlibrary Loan – both support staff were hired within three months of each other, and their direct supervisor spent the spring semester on leave while in the U.K. That we managed to continue effective service and while increasing our volume during this period reflects very well on these new staff.

Library Instruction statistics are covered later in this report. We continue to meet with nearly all students in FYS and a large number of students in upper-level courses as well. We also made significant progress working with the Core Curriculum Committee to develop a goal and set of objectives relating to information literacy that will be included in the FYS goals. This will be an important building block for improving student learning at CSB/ SJU and is a key part of our transition to a digital library.

The area reports below provide additional detail on the above issues.

LIBRARY WEB SITE REPORT

Over the course of the last year, the library site (<http://www.csbsju.edu/library>) has been entirely redesigned. In this process library staff members have worked closely with the CSB/ SJU Web designer. The revised site went live just before the fall semester began. Although the underlying structure remains largely the same, the look is entirely new and navigation is enhanced. From the top of every page users can now navigate to the library home page, to the CSB| SJU home page, and to Inside CSB| SJU. Every page also includes a navigation bar along the left margin from which users can select any of the major divisions of the library site. Further developments on the library site in the next months will include database access to indexes, abstracts, and reference books. Database functionality will make it much easier to maintain our Web site and keep it up-to-date. The library Web site received 1,458,774 hits in 2000 and had already received 1,166,266 hits by August 1 of 2001. There is every indication that the use of the site is increasing.

CIRCULATION

Circulation staff continued to offer good customer service, manage day-to-day operations of the libraries, improve their library and computer skills and participate in campus committees and workshops. The addition of the Music Library offered some extra challenges and plans are underway to do some cross-training of student employees to assure better coverage, update student handbooks and document procedures.

At our Fall Orientation for student employees, "Catch the Spirit", we used the famous Fish video to kick off a year promoting great customer service. Our students were receptive and we think it showed in their performance.

Accomplishments this past year included the hiring and training of two full time staff members, the redesign of the Clemens circulation area to bring in the ILL operations, restructuring of some job duties at Alcuin, assisting the cataloging staff with the inventory projects, shifting the Alcuin Reference collection, management of the BAC Music Library and multiple projects in preparation for the renovation of Clemens in order to house IT Services. These projects included relocating furniture, cleaning out the cage and reconfiguration of the technical service area.

FEDERAL DEPOSITORY LIBRARY REPORT

Much of the government documents work done this year centered on cataloging. The retrospective bar-coding of the paper and CD-ROM collections was completed and work began on bar-coding the microfiche collection. Work also continued on getting the government documents records ready for the migration to a new catalog system some time in fiscal year 2002. We continue to get our cataloging records from Marcive and many of these include new and updated URLs.

Fiscal year 2001 saw the addition of 3,256 paper documents; 2,665 microfiche; 54 maps; and 190 CD-ROMs. A new holdings code was added to the catalog to distinguish records with an Internet resource. Once this code has been added retrospectively, we will have an accurate number of the Internet resources available in the catalog.

INTERLIBRARY LOAN REPORT

Lending of CSB/ SJU materials to our partner libraries in Minnesota and around the country is up 21% over last year, and borrowing for our patrons is up 11.5%, resulting in an overall increase in Interlibrary Loan activity of 14%. For several years it was thought that the development of high-quality full-text databases would precipitate a decline in Interlibrary Loan services nation-wide. This no longer appears to be the case; rather, the ease with which patrons can access digital resources seems to be creating a more sophisticated demand for all types of information.

This has been a challenging year due to staff changes more than the notable increases in ILL activities mentioned above. On August 18 Jill Green resigned as ILL Coordinator at

Clemens, and was replaced by Nicole Reuter on November 6. In the interim, Jill continued to help out on a temporary contract basis, and Sarah Blackburn-Renn at Alcuin managed both operations until her resignation on October 31. On December 18 Janine Lortz stepped into the Alcuin ILL Coordinator position, and then on January 12 Molly left for a semester in England. Finally, on May 21, with Molly's return, the ILL operation at the Joint Libraries is fully staffed.

PREP SCHOOL LIBRARY PROGRAM REPORT

Collections:

The reclassifying project (converting the old Dewey collection to LC and adding it to PALS) continued with a hopeful completion date of Fall 2001. A video collection, *America's History and Culture*, a series of approximately 400 videos, was purchased by the Joint Libraries Media, but for convenience and space reasons, is housed in the SJPrep Library.

AV:

The goal of updating the AV equipment for classroom and loaning purposes progressed as planned, with the help of a donation of overhead projectors from 3M. The updating program is an on-going process, but a conscious effort is being made to replace the existing old equipment that has accumulated through the years. A scanner was added to the computer lab, so we now have 2 in the same vicinity.

BI:

Instruction for the Middle School, freshman class, and ESL students was again incorporated into the curriculum via the English classes. The same is planned for Fall 2001. The addition of a Media room with computer projection capabilities aided teachers and students with special projects such as Power Point presentations. A projector will be added to the computer lab in Winter 2001-2002. A web site was added to the SJPrep Library web page for transfer students and new faculty. It is a self-guided library instruction site, which shows what library resources are available and how to use them.

Summary:

Overall, we have had a productive year in the SJPrep Library. We are moving ahead with the collection development and reclassifying projects. Our AV equipment is slowly being upgraded. Students and faculty are using the available resources both online and in the library. Students continue to use the Joint Libraries as needed and seek reference assistance both in person and via e-mail. The liaison connection between the Prep Library and the Joint Libraries services and resources makes for a convenient and productive arrangement.

LIBRARY TECHNICAL SERVICES REPORT

Much of the activity this past year has concentrated on special projects, many associated with the database migration to the new ExLibris Integrated Library System, now scheduled for July 1, 2002. The PALS Inventory Project is just the first step we took in the process of preparing our database for migration. The bar-coded materials in both main collections have been scanned (Government Documents and Media collections are currently in progress) and subsequent clean up of errors has been completed. Other projects worth

mentioning include reclassification of the music score collection at the BAC Music Library, review of materials returned from the OCLC TechPro contract cataloging service, conversion of the collection housed in HMML to reflect branch library status, conversion of the Saint John's Prep School book collection to machine readable MARC records (partially completed), and cataloging the 300+ American history and culture videos housed at the Saint John's Prep School library.

We continue to provide greater access to our electronic resources collection. MARC cataloging records for two notable collections were added to the database: 1596 netLibrary books and the 200+ titles in the Brown University Women's Writers Project. Cataloging records for other selected databases are scheduled to be added next year.

MEDIA SERVICES REPORT ***MEDIA PUBLIC SERVICES***

At SJU the request for money to install movable stacks was approved and we will be installing movable stacks in the media area this summer. Use of CoWs, digital still cameras, DVD's and digital video cameras are all on the rise. We are looking at ways to meet the demands of our users. During the upcoming year we plan to inventory the media software collections at CSB and SJU using the PALS inventory module, and to do the appropriate weeding of the collections in preparation for the new library system. The end of January term will be a relief for media services, as high demand usage and fewer available student employees made several of the previous January terms challenging.

At CSB in Murray Hall Basement, three new classrooms were built. The two large classrooms have built-in computers. Main 223 and one of the nursing classrooms added a built-in computer in the fall of 2000. In January, the HCC Alum Hall added a built-in computer and video projector. The CoWs are well used, but we are able to meet demands most of the time. CSB is now charging outside groups for equipment and set-ups. This is a change from in the past.

Again, our biggest problems on both campuses were the urgent and frequent requests for the CoW's during the last week of both semesters. We had problems at CSB in the Ardolf Science Center with the ceiling projectors not working; IT Services removed two of them in April. This left us short in Ardolf, with only one CoW on a cart. We were able to take care of most of the media requests, but with some difficulty, especially at the end of the semesters.

MEDIA TECHNICAL SERVICES

During the course of the past year, in addition to the routine maintenance of audio/ visual equipment involving SJU, CSB, St. John's Prep School, St. John's Abbey, and St. Benedicts Monastery, Media Technical services was involved in the following projects: extended SJU campus cable TV system to accommodate the Keller house; two additional Vincent Court Buildings were added to the SJU campus cable system; The College of St. Benedict started

work on its new East apartment complex in the spring of 2000. Luetmer Hall was built in three phases and required a cable TV distribution system that would accommodate 240 TV outlets; updated the Media Department price list to bring it more in line with market levels and distributed updated price lists to the SJU and CSB Events Dept. covering the years 2001, 2002, and 2003; upgraded the CSB Alumnae Hall audio/ visual system; added two AVIO non-linear video-editing machines; designed a new facility for the KJNB radio station; designed and installed a new sound system in the Alumni Lounge and in the Great Hall at SJU.

FINANCIAL DATA

Salary and Materials Expense

	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-2001</u>
Salary-Staff	988,934	999,801	1,064,520	1,092,618	1,168,892
Salary-Students	146,719	176,010	190,866	186,253	205,623
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	1,135,650	1,175,811	1,255,386	1,278,871	1,374,515
Materials	791,767	783,435	852,444	909,913	989,757
Other Expenses	147,476	179,510	174,811	177,410	178,491
Capital	30,432	23,469	11,715	6,683	45,066
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTALS	2,105,325	2,162,225	2,294,357	2,428,762	2,587,829

Distribution

% Salary/Wages excluding Capital	54%	55%	55%	55%	54%
% Materials excluding Capital	38%	37%	37%	38%	39%
% Educ. & Gen.	SJU/CSB	SJU/CSB	SJU/CSB	SJU/CSB	SJU/CSB
	4.3	4.1	4.1	3.8	4.0

Analysis of salary and materials expenses

We continue to put a high percentage of our budget into materials. As can be seen from the data above, the percentage allocations have stayed relatively constant for the last 5 years.

STATISTICAL DATA AND ANALYSIS - *Library Public Services*

Reference	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-2001</u>
Reference Inquiries	9,848	8,839	8,451	8,420
Directional Questions	1,345	1,465	1,951	1,642

Analysis of Data in Reference

Reference questions were essentially unchanged from last year (a decrease of 0.4%), the third year of stable volume after the substantial declines in the mid-90's. Although we only have anecdotal data to support this conclusion, we believe we receive more research-oriented questions at the reference desk that require more staff time than in past years. We believe that many of the relatively simple and elementary questions are resolved by information on our Web pages.

Circulation	<u>1997-98</u>	<u>1998-99</u>	<u>1999-00</u>	<u>2000-01</u>
General Circulation	101,939	94,165	89,666	92,760
Undergraduate Circ	67,783	63,825	58,409	60,487
Reserve Circulation	18,670	16,216	12,942	12,514
Music Lib. Circ. (incl. Reserves)	2,911	3,192	2,904	4,699

Analysis of Data in Circulation

Combined circulation for CSB/ SJU actually showed a 3% increase this past year, which tends to be the opposite of what other libraries are experiencing. The largest increase came in the undergraduate numbers at CSB which had a 5% increase. Course Reserve usage also evened off somewhat with only a 3% decline in comparison to a 20% decline last year. However, the number of materials put on reserve went up by 5%. Turnstile counts remained the same at SJU but did decline by 7% at CSB.

This is the second year of being online at the BAC Music Library. The 60% increase in both the general and reserve circulation may be attributed to an effort to tighten up checkout policies and procedures. The numbers reflect great success with this process.

Interlibrary Loan	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-2001</u>
Filled Lending Requests	5,679	5,353	5,164	6,473
Filled Borrowing Requests	9,278	8,562	7,136	7,998
Grand Total All Requests	17,831	17,631	15,919	18,215

Analysis of Data in Interlibrary Loan

Lending of CSB/ SJU materials is up 21% over last year, and borrowing for our patrons is up 11.5%, resulting in an overall increase in Interlibrary Loan activity of 14%.

Library Instruction	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-01</u>
Number of Presentations	277	230	245	246
to number of Students	4,305	3,880	3,852	3,873

Analysis of Data in Library Instruction

Both the number of presentations and students involved in library instruction activities were essentially the same as the previous year - an increase of one class meeting and 21 students. We continued to meet with essentially the same number of FYS sections and upper-level courses as the previous year as well.

STATISTICAL DATA AND ANALYSIS - *Library Technical Services*

COLLECTION: Acquisitions	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-01</u>
Purchased Book Titles	8,707	9,796	8,914	10,610
Additional Volumes	1,095	1,244	1,231	1,531
Gift Book Titles	539	644	2,236	1,269
Additional Volumes	83	62	443	232
Titles Withdrawn			-323	-312
Add'l Volumes Withdrawn	-907	-990	-690	-906
Replacements (volumes)	96	156	93	79
Bound Periodicals	577	783	559	617
Bound Indexes & Abstracts	34	30	5	12
Microforms (#phys. units)	2,762	1,973	1870	881
Microforms Withdrawn (titles)	-0-	-0-	-0-	-90
Government Documents Titles	9,203	9,466	8,503	6167
Gov. Docs. Added Volumes				299
Gov. Docs Withdrawn	3,023	6,349	1,539	-3400
Audiovisual Materials	880	890	750	932
AV Materials Withdrawn	30	581	29	-0-
CDRoms		2	3	16
Music CDs/Sound Recordings	99	149	9	133

COLLECTION - Holdings	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-01</u>
Book Titles	420,758	430,875	441,774	453,653
Volumes	557,786	569,410	581,889	595,333
Microforms	112,976	114,851	116,497	117,288
SJU Government Documents	261,381	264,498	271,462	277,227
Maps	26,820	26,875	26,998	27,052
Print	169,184	167,089	169,484	169,482
Fiche (titles)	64,228	69,024	73,281	78,775
CD's	1,149	1,510	1,699	1,918
Audiovisual Materials	19,131	19,589	20,319	21,691
Total Periodical Print Titles	5,817	6,337	6,548	5,922
Active Periodical Print Titles	1,798	1,717	2,373	1,852
Electronic Periodicals Owned	295	351	543	590
Electronic Periodicals Leased	6,000	6,000*	6000*	6,600

*This number literally changes daily; the 6,600 is an approximation.

STATISTICAL DATA - Media

	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-01</u>
AV Equipment Distribution				
CSB	2,309	2,096	2,391	2,248
SJU	3,865	5,072	3,398	2,459
AV Equipment Distribution	6,174	7,168	5,789	4,707
<u>Software Circulation</u>				
CSB	10,073	8,640	7,684	7,619
SJU	20,032	20,415	15,683	20,489
Software Circulation	30,105	29,055	23,367	28,108