

2017

# Acquisitions Unit Annual Report 2016-2017

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# Acquisitions Unit Annual Report 2016-2017

Andrée J. Rathemacher • Head, Acquisitions

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## Personnel

### Acquisitions Unit Staff & Faculty

As of the end of FY17, the Acquisitions unit was composed of the following members: Andrée Rathemacher (Professor / Head, Acquisitions), Sarah Bannister (Information Services Technician (IST II / Acquisitions Unit Supervisor), Patricia Gardiner (IST I), Jennifer Stich (IST I), and Lisa Zinser (IST I).

Unit staffing decreased by two members at the end of the year:

- Effective May 29, 2017, following the retirement of Professor Amar Lahiri, Associate Professor Michael Cerbo became Head of the Metadata and Content Management unit (re-named from Metadata and Cataloging unit).
- On June 11, 2017, Sandra Steele (IST I) was transferred to the Metadata and Content Management unit.

On June 12, 2017 Stich's limited position was extended for one year through the end of 2017-2018.

As part of the return of copy cataloging activities to the Metadata and Content Management unit, Stich moved from Rm. 270A (end of Technical Services hallway) to Rm. 267 (Acquisitions workroom) with Gardiner and Zinser. Shortly thereafter, Scott Briggs (IST I) was moved from the Government Publications unit to the Metadata and Content Management unit and to Stich's former work area.

### Student workers

During 2016/17, the following students worked for the Acquisitions unit:

- Nicole Cebulko
- Nicholas Dacosta (graduated May 2017)
- Alexa Simard

Total student hours worked during the year were **558.4**, which averages about **10.74 hrs./wk.** This was down 33.5% from 840.06 hours for FY16.

The FY17 Acquisitions unit budget was \$8,600, a decrease of \$1,900 (18.1%) from the FY16 budget of \$10,500. Total FY17 student employee expenditures amounted to **\$3,578.54**, a decrease of \$5,977.11 (62.6%) from FY16 expenditures of \$9,555.65.

As was the case in FY16, there were no large special projects requiring Acquisitions unit student assistants this year.

## Ex Libris Alma

2016-2017 was the unit's second year with the Ex Libris Alma library management system. Acquisitions staff are now quite comfortable with the new system.

## Work of the Unit

### Ordering

In July 2017, we started using the GOBI API for a subset of book orders, specifically books ordered from GOBI slip notifications and harder-to-identify books (e.g. specific editions, medical books). With the GOBI API, the order is placed on the GOBI website, and Alma is immediately populated with a short bib record and POL, reducing ordering time.

Despite the convenience of the GOBI API, we continue to order the majority of our books from Eastern Book Company, due to lower shipping costs and superior customer service.

Beginning in spring 2017, all materials ordered by Acquisitions unit staff (books, DVDs) were entered into Alma at the time of order as short bibliographic records instead of using DLC OCLC records when available. This decision was made partly to speed the ordering process, but primarily because problems with cataloging workflow resulted when a different OCLC record was used for the final cataloging of the book than the record that was downloaded during the ordering process.

### Binding

The amount of binding decreased by 13.5% in FY17 to **569** volumes (including branches).

Total binding expenditures were **\$5,551.20**. Cost per volume averaged **\$9.76**.

The State of Rhode Island's Master Price Agreement # 139 with Acme Binding of Charlestown, Massachusetts expired June 30, 2015, with the option of two one-year renewals. As of June 30, 2017, no one-year renewal options remained. In late FY17, we worked with URI's Betty Gil (Director, Purchasing and University Stores) to assist the State Division of Purchases in preparing a new solicitation for book binding. As of the time of this writing, no solicitation had been posted. The State Division of Purchases had questioned whether a book binding MPA was still needed. Until a new agreement is in place, any binding done will be at Acme Binding's list prices.

In late June, Dean Boughida determined that the library would no longer send materials out for contract binding, including theses and dissertations.

### **Monograph weeding**

Weeding of the monographic collection by Collection Management Officer Burkhardt continued. As a result, the Acquisitions Unit withdrew **3,348** volumes in FY16, up 282% from FY15.

### **Inventory**

Inventory continued in FY17, with each Acquisitions staff member expected to spend one hour each week in the stacks, as workload allowed. Students also assisted with inventory. Over the course of the year **53,152** items were searched. As a result:

- 696 corrections were made to library database
- 93 missing items were recovered
- 18 volumes were found with no barcode
- 791 volumes were found with no item record
- 785 search cards for missing items were sent to Circulation
- 429 new labels were created

### **Copy Cataloging**

In FY17, the Acquisitions unit copy-cataloged 4,563 items, up 224 (5.2%) from 4,339 in FY16.

In June 2017, all cataloging activities were returned to the Metadata and Content Management unit. Acquisitions unit staff no longer perform any activities related to the creation of bibliographic records. New orders from Acquisitions unit staff are placed using short bibliographic records.

Withdrawals of books and serials from Alma and OCLC are still handled by the Acquisitions unit.

### **Reference Database Statistics**

In spring 2017, Rathemacher worked to set up SUSHI accounts in Alma once this functionality became available. Automated harvesting of usage statistics for e-books, e-journals, and databases is now enabled for the majority of our vendors. Manual gathering of reference database usage statistics, previously done by Bannister, will no longer be necessary in FY18.

<b>Staff development activities</b>
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Staff participated in the following training and professional development activities during FY17:

- Gardiner and Stich completed a 1/2-credit Employee Training Incentive Credit Course: “Google Applications for Education” (weekly, October 20-November 17, 2016)
- Gardiner, Steele, and Stich completed a 1/2-credit Employee Training Incentive Credit Course: “Contemporary Skills in Technology” (weekly, May 31-June 28)

### **Staff service**

Staff did not serve on any committees in FY17.

### **Technology and equipment**

January 2017: All Acquisitions unit staff received new desk chairs.

April 2017: Technical Services acquired Administration’s old photocopier and color printer when they received new machines.

April – May 2017: Rathemacher created a Team Drive for Technical Services in Google Apps for Education to facilitate shared documents and workflow throughout the Department.

June 2017: Two large tables in Rm. 267 were replaced. The invoices filing cabinet was moved from Rm. 270A to Rm. 267. One of the student computer workstations was replaced with one from the Government Publications Office.

### **Miscellaneous items of note**

N/A

### **E-Resource Acquisitions**

#### **Journal subscriptions**

- Online periodical expenditures were approximately \$2,665,300 (59% of all library materials expenditures).
- Print periodical expenditures were approximately \$48,333 (1.1% of all library materials expenditures).
- Microform periodical expenditures were approximately \$7,327 (0.2% of all library materials expenditures).

These expenditures comprise approximately:

- 28,172 online journals through packages large and small
- 489 individual online journal subscriptions
- 111 print subscriptions (EBSCO only; including legal subscriptions and other direct subscriptions would increase this number slightly)

#### New titles

Two new journals were subscribed to for 2017: One print subscription (request of Dean Boughida) and one online subscription (formerly cancelled title reinstated with Independent Insurance Agents funds).

#### Cancelled titles

Approximately 142 individual periodical subscriptions were canceled for the 2017 subscription year, most of which were low-use print titles.

- 10 became part of packages from ASTM, BioOne, Cambridge, Chicago, Oxford, and Springer
- 7 converted to open access or were available free online
- 2 were available in aggregator databases
- 123 were low-priority print with no online options available

#### Format conversions

Seven titles were converted from print only or print + online to online-only format for 2017.

#### New e-journal packages

In FY17, we subscribed to two new online periodical packages:

- IEEE Proceedings Order Plan (POP) (4112 titles from 125 proceedings)
  - Purchased with funds made available through anticipated cancellation of Web of Science
- Optical Society of America E-Combination 4 (13 titles)
  - Packaged formerly individual subscriptions in order to retain access to complete OSA archives for each title

#### One-time purchases of journal backfiles

- AIP Digital Archive
- Canadian Science Agricultural Backfile Collection (1921-1956)
- Cambridge Journals Digital Archive Add-on Titles 2017
- CRB Commodity Yearbook (Mergent)
- Elsevier Earth & Planetary Sciences Backfile Collection 2016

- Elsevier Engineering and Technology Backfile Collection 2017
- Elsevier Psychology + Psychology Supplement 1 Backfile Collection 2017
- Elsevier Social Science + Social Science Supplement 1 Backfile Collection 2017
- Forbes Magazine Archive 1917-2000 (EBSCOhost)
- Oxford Journals Archive 2017 Complete Top Up
- Physics Today Digital Archive (AIP)
- Sage Backfile Upgrade Package 2017
- Taylor & Francis Library & Information Science Classic Archive Collection -- Upgrade to 2016 Collection
- Taylor & Francis Media, Cultural & Communications Studies Classic Archive Collection -- Upgrade to 2016 Collection

TOTAL: \$299,090 one-time purchase / \$0 annual fees

### E-journals accessible

According Alma Analytics, the total number of unique e-journal titles accessible at URI stood at **116,988** at the end of FY17. This number includes freely-available journals.

### E-books

We continued to purchase e-books in FY17, so long as they met our criteria of one-time purchase, perpetual access, no DRM (digital rights management), unlimited simultaneous users, and no platform hosting fees. This year we added a number of additional e-book suppliers through GOBI, allowing us to easily firm order individual e-books: JSTOR, Oxford Scholarly Editions, Oxford UPSO, Taylor & Francis, World Scientific.

In November 2011, LYRASIS signed an agreement with the Association of Research Libraries (ARL) to negotiate licenses on behalf of ARL libraries. ARL has a strong set of minimum standards for all e-book licenses, including best practices with regard to fair use rights, archival rights, scholarly sharing, and interlibrary loan. Given the strength of these licenses, we seek out ARL licensed e-book content through LYRASIS whenever possible.

In FY17 we purchased 14 e-book packages totaling approximately 9,839 titles for a total cost of \$137,711. This averages about \$14 per book. Discounts on packages, when applicable, ranged from 15%-60%.

In addition, we purchased 62 individual e-books for a total of \$11,945, which amounts to an average price of \$193. E-books are much more expensive than print.

Total e-books purchased were approximately **9,901** at a cost of **\$149,656**. This comprised approximately 3.3% of total library materials expenditures.

We purchased the following e-book packages:

UPCC (University Press Content Consortium) Book Collections on Project Muse

- 2017 Complete Collection
- 2015 Complete Supplement
- 2014 Complete Supplement
- Archive Complete Supplement IV
- Archive Complete Supplement V
- Booker T. Washington Papers (Illinois)
- Dietrich Bonhoeffer Works (Fortress Press)
- Hermeneia: A Critical and Historical Commentary (Fortress Press)

DeGruyter Online collections

- Harvard University Press e-books – 2017 Publication Year Collection

IEEE

- IEEE-Wiley eBooks Library 2017 Frontlist
- MIT Press eBooks Library - Computing & Engineering Collection 2017 Frontlist

American Mathematical Society

- Memoirs of the AMS backfile 1950-2013

Knowledge Unlatched

- KU Select 2016 (OA)
- Language Science Press 2018-2020 (OA)

**Reference database changes**

The total cost of reference databases in FY17 was approximately \$778,393, or 17.4% of total library materials expenditures. Changes for FY17 are listed below.

New subscriptions

- Agricultural & Environmental Science Database (ProQuest) [not new subscription, but replacement for Environmental Abstracts]
- AGRICOLA (ProQuest) [comes with Agricultural & Environmental Science Database]
- ASTM Standards and Engineering Digital Library (ASTM)
- Bibliography of Asian Studies (EBSCOhost)
- Credo Reference Academic Core Collection with Topic Pages (Credo)



- King Guide to Parenteral Admixtures [URI College of Pharmacy subscription]
- PharmacyLibrary (APhA) [URI College of Pharmacy subscription]
- Sears List of Subject Headings (EBSCOhost) [URI GSLIS subscription]
- Slavery in America and the World: History, Culture & Law (HeinOnline) [free with signing of license]
- TOXLINE (ProQuest) [comes with Agricultural & Environmental Science Database]

TOTAL: \$23,020

#### One-time purchases

- CRB Commodity Yearbook (Mergent)
- Encyclopedia of Islam Online (Brill)
- Encyclopedia of Women & Islamic Cultures Online (Brill)

TOTAL: \$47,200 one-time purchase / \$1,625 annual fees

#### Platform changes

No platform changes were made in FY2017.

#### Canceled or defunct databases

ProQuest discontinued Environmental Abstracts and incorporated the content into their database Agricultural & Environmental Science Database. Environmental Impact Statements: Digests and Sustainability Science Abstracts were also discontinued as part of this change.

Due to state budget constraints, as of September 2016 a number of AskRI databases were canceled:

- African American Heritage (ProQuest)
- HeritageQuest (ProQuest)
- Tutor.com

TOTAL SAVINGS: \$0

#### **Primary source product purchases**

We purchased the following online archival products in FY17:

- African American Newspapers, Series 2, 1835-1956 (Readex)

- Archives of Sexuality & Gender: LGBTQ History and Culture Since 1940, Part I (Gale)
- Early American Imprints Series II: Shaw-Shoemaker 1801-1819 (Readex)
- Early American Newspapers Series 2, 1758-1900 (Readex)
- Early American Newspapers Series 3 Revised, 1783-1922 (Readex)
- Early American Newspapers Series 4, 1756-1922 (Readex)
- Early American Newspapers Series 5, 1777-1922 (Readex)
- Early American Newspapers Series 6, 1741-1922 (Readex)
- Early American Newspapers Series 7, 1773-1922 (Readex)
- Early American Newspapers Series 8, 1844-1922 (Readex)
- Early American Newspapers Series 9, 1832-1922 (Readex)
- Early American Newspapers Series 10, 1730-1900 (Readex)
- Early American Newspapers Series 11, 1803-1899 (Readex)
- Early American Newspapers Series 12, 1821-1900 (Readex)
- Early American Newspapers Series 13, 1803-1916 (Readex)
- Making of Modern Law: American Civil Liberties Union Papers, 1912-1990 (Gale)
- Women's Studies Archive: Women's Issues and Identities (Gale)

TOTAL: \$524,572 one-time purchase / \$17,047 annual access fees

## Monograph acquisitions

### Trends, print vs. electronic

In FY17, we purchased **4,433** volumes of print books, down 3.1% from FY16.

Total expenditures for print monographs were approximately **\$198,380**, or 4.4% of total library materials expenditures.

By contrast, **\$149,656** was spent on e-books, with a total of approximately **9,901** titles purchased.

According to these figures, of the total number of monographic titles purchased, approximately **31%** were print and **69%** were electronic.

The average cost-per-title for print books was **\$44.75** and for e-books was **\$15.11**. Many of the e-books purchased were backlist titles, lowering the average cost-per-title. The average cost-per-title for new e-books that were firm ordered individually was **\$199.09**.

### Acquisition method

Of the 4,433 print monograph volumes purchased:

- 78% (3,447) were firm orders
- 19% (842) were Strand approval plan
- 3% (144) were standing orders

## Total expenditure breakdowns

### Format

- Online: \$4,193,954 (93.5%)
- Physical: \$271,490 (6.1%)
- Other: \$19,369 (0.4%)

### Subscriptions vs. one-time

- Subscriptions: \$3,302,146 (73%)
- One-time purchases: \$1,198,006 (27%)

### Budget source

- State budget: \$4,451,307 (98.9%)
- URI Foundation and external funds: \$48,845 (1.1%)

## Vendor Meetings

Head of Acquisitions Rathemacher met with the following vendors during 2016/17:

- October 11, 2016: Amy Thurlow (Regional Sales Manager, Academic Libraries), EBSCO, re: e-books on EBSCOhost and DRM, EBSCOhost databases, FOLIO initiative
- October 20, 2016: Douglas Storm (Field Sales & Library Relations), Project MUSE, re: e-books
- October 31, 2015 (online): Doug Feldner (Market Development Manager, Mendeley), Elsevier, re: Mendeley product overview, Mendeley Institutional Edition (free to URI under LYRASIS agreement) (with Izenstark)

## Additional statistics

A detailed statistical report on serials and total library expenditures is available in the “Acquisitions Unit Annual Report 2016-2017 statistical supplement” spreadsheet.