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## Acquisitions Unit Annual Report 2013-2014

Andrée J. Rathemacher

University of Rhode Island, andree@uri.edu

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# Acquisitions Unit Annual Report 2013-2014

Andrée J. Rathemacher • Head, Acquisitions

Version: September 10, 2014

## Personnel

### Acquisitions Unit Staff & Faculty

As of the end of FY14, the Acquisitions Unit was comprised of the following members: Andrée Rathemacher (Professor / Head, Acquisitions); Michael Cerbo (Assistant Professor / Bibliographic Access & Resource Management Librarian); Sarah Bannister (Information Services Technician (IST) II / Acquisitions Unit Supervisor); Pauline Contois (IST I), Patricia Gardiner (IST I), Sandra Steele (IST I), and Lisa Zinser (IST I).

Janice Ward (IST I) resigned from the university effective November 1, 2013.

After Ward left, Sandra Steele was relocated from the Technical Services workroom to Ward's former work place at the end of the Technical Services hallway, next to Contois.

It was decided that Ward's IST I position would best serve the needs of the "library of the twenty-first century" if it were reconfigured and dedicated to digital initiatives. A new position "Digital Initiatives Technician" was created and transferred to the PTAA bargaining unit.

### Student workers

During 2013/14, the following students worked for the Acquisitions Unit:

- Kayla Dilorenzo
- Rebecca Giguere
- Grace Hanson
- Erin Langton
- Kaori O'Neil

Total student hours worked during the year were **1,288.39 hours**, which averages about 24.78 hrs./wk. This is up from 1,173.88 hours for FY13.

Total Acquisitions Unit student expenditures for FY14 amounted to **\$8,524.17** of a total allocation of \$10,000, up slightly from \$8,454.54 in FY13. Acquisitions students contributed to the "Mezzanine Madness" project in which journals from the Mezzanine were withdrawn and discarded to make room for Government Publications, which were being moved for the construction of an "active learning classroom" on the first level. They also helped the Digital Initiatives Librarian with digital scanning projects.

## Work of the Unit

### Binding

Our binding budget for FY14 was \$12,000, down from \$13,000 in FY13. We ended the year having spent \$9,704.35, up from \$8,015.45 in FY13 (an increase of 21.1%). The number of volumes bound experienced a small uptick (+7.8%). These increases reflect, in part, the fact that binding for the Pell Library is now paid out of Kingston's binding budget.

From FY13 to FY14, the average price per volume increased from \$7.84 to \$9.58, an increase of 22.2%, due primarily to price increases negotiated by State Purchasing in the Master Price Agreement with Acme Bookbinding of Charlestown, Massachusetts. This agreement covers the period from September 1, 2012 through June 30, 2015 with the option of two one-year renewal options. Prices increase each year over the course of the contract, On July 1, 2013, prices for our most-used categories increased by 11.4% to 33.3% over FY13 prices.

	<b>Appropriation</b>	<b>Expenditure</b>	<b>Percent Spent</b>
<b>Binding budget for FY14</b>	\$12,000.00	\$9,704.35	80.9%

	<b>FY13</b>	<b>FY14</b>	<b>Percent change</b>
<b>Volumes added by binding</b>	690	776	+12.5%

<b>Volumes sent for binding</b>	<b>FY13</b>	<b>FY14</b>	<b>Percent change</b>
Journals	395	401	1.5%
Children's Books	1	4	300%
Reference	2	2	0%
Govt. Pubs.	67	86	28.4%
Special Collections	225	226	0.4%
Monographs (repair)	332	214	-35.5%
Free corrections (mistakes)	1	8	800%
Pell periodicals	u/a	41	u/a
Pell theses	u/a	31	u/a
Non-library	239	347	45.2%
<b>TOTAL</b>	<b>1,262</b>	<b>1,360</b>	<b>7.8%</b>

### **Copy Cataloging / RDA**

During FY14, Acquisitions staff continued to catalog using the new RDA cataloging standard. Cerbo conducted informal, one-on-one training sessions with staff as questions arose during this first full year of RDA use.

### **Weeding Projects**

During FY14, Acquisitions Unit staff finished their work with Collection Management on weeding duplicate titles in the collection. Contois continued to process volumes weeded by Burkhardt beyond the scope of the duplicates project. In all, 4,582 monographic items were removed from the collection in FY14.

Also this year, Rathemacher worked with Media Resources Curator Ferria to create a procedure for weeding microfilm for periodicals available online on a perpetual ownership basis. This resulted in the withdrawal of 1,620 reels of film, for which Contois removed the holdings in the catalog as well as OCLC when necessary.

Also during the year, Contois and Bannister worked to remove 2,222 records from the catalog (and OCLC when necessary) for VHS tapes that had been withdrawn from the Media Resources Center collection in fall 2013.

### **Inventory**

Inventory continued in FY14, with each Acquisitions staff member expected to spend one hour each week in the stacks. Students also assisted with inventory. Over the course of the year 48,206 items were searched (up 4.9%) from FY13. As a result:

- 818 corrections made to HELIN
- 300 missing items recovered
- 54 volumes found with no barcode
- 492 volumes found with no item record
- 710 search cards for missing items sent to Circulation
- 946 new labels created

### **CDs back in books**

In the past, CDs that came with books or journals were cataloged separately and housed in the Media Resources Center. For years, current practice has been to simply retain the CD in the printed volume. In FY14, Bannister worked through a box of old CDs that had been housed in the Media Resources Center, returned them to their books, and removed any separate records and holdings for the CDs in the catalog and OCLC. Some CDs were withdrawn.

### **License Agreements for E-Resources**

In September 2013, Rathemacher reached out to the URI General Counsel's office to initiate cooperation in negotiating and approving the many license agreements for electronic resources that the library is asked to sign. We were informed that no one in the library has authority to sign such agreements and that all agreements must go through the General Counsel's office. During spring 2014, General Counsel worked with us to negotiate a license for EZproxy. Other licenses entered the queue (Oxford journal backfiles, Zipporah) in the spring semester but were not yet signed as of fiscal year-end.

### **Staff development activities**

Staff were involved in the following training and professional development activities during FY14:

- Zinser took an Incentive Credit course, "Computing Basics" (November 14–December 19, 2013)
- Bannister, Contois, Gardiner, and Steele attended the HELIN Annual Conference at Bryant University (January 15, 2014).
- Bannister and Contois attended "Voices Carry: Embody the Change: A Day Long Diversity and Inclusion Conference" (February 28, 2014)
- Bannister, Gardiner, and Steele attended the URI "Emergency Protective Action Training Workshop" (March 12, 2014)

### **Staff service**

- Contois served on the Libraries' Diversity Committee.
- Bannister served on the Pauline Moulson Staff Excellence Award Committee.
- Contois served on the Holiday Party Committee.
- Bannister served on the Search Committee for the Dean's Executive Assistant.
- Bannister regularly volunteered to help cover the Library Administration offices when they were short-staffed.

### **Other activities of note**

The following is a list of miscellaneous milestones that occurred during the year:

- In July 2013, we purchased our first streaming video title from the Media Education Foundation on the Kanopy platform (Killing Us Softly 4). We purchased three years of access.

- With Elsevier, set up integration between URI's full-text content on ScienceDirect and GoogleScholar, effective November 1, 2013.

## Technology

During 2013-14, the following new technology was acquired by the Unit:

- Bannister, Contois, Gardiner, Steele and Zinser received new Dell Optiplex PCs with the new Windows 8 operating system.
- Three student computers were upgraded from Windows XP to Windows 7.

## E-Resource Acquisitions

### Format conversions

Four journal subscriptions were converted from print-only or print+online format to online-only format in 2014.

### New e-journal packages

One minor e-journal combination was added for 2014:

- **PsychiatryOnline Core**
  - PsychiatryOnline Core is a small bundle from American Psychiatric Publishing that provides online access to the DSM-V and three journals from 1997 to present: *American Journal of Psychiatry*, *Psychiatric Services*, and *Psychiatric News* (which is OA). Both of the journals were subscribed to previously; the package allowed us to add the DSM-V. Purchased through WALDO. \$5,766 (15% discount).

In addition, URI participated in SCOAP3 in 2014:

- **SCOAP3**
  - Working with leading publishers, SCOAP3 is a coordinated international effort to convert key journals in the field of High-Energy Physics to Open Access at no cost for authors. SCOAP3 centrally pays publishers for the costs involved in publishing the journals Open Access. Libraries in turn redirect their former subscription fees to SCOAP3. The participation of North American Libraries was coordinated by LYRASIS. \$364.

According to our Serials Solutions knowledgebase, the total number of unique e-journal titles accessible at URI increased from 82,779 in 2013 to 92,668 in 2014, an increase of 11.9%. This number includes freely-available journals.

## **E-books**

The URI Libraries moved a little more heavily into e-books in 2013-14, 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.

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 FY14 we purchased two individual e-books hosted on the Gale Virtual Reference Library and the Wiley Online Library. These were purchased directly from the publishers by Rathemacher. In addition, we purchased the e-book packages listed below.

- **Project Muse 2014 Complete Collection (UPCC Book Collections)**
  - Collection of approximately 2,863 university press e-books published in 2014. Negotiated by LYRASIS through the ARL Licensing Initiative. \$70,199 (47.1% discount).
- **Project Muse 2013 Complete Supplement (UPCC Book Collections)**
  - Collection of 20 books published in 2013 that were not available at the time the 2013 Complete Collection was released. Negotiated by LYRASIS through the ARL Licensing Initiative. \$238 (40.5% discount).
- **Project Muse 2012 Complete Supplement II (UPCC Book Collections)**
  - Collection of 458 books published in 2012 that were not available at the time the 2012 Complete Supplement (I) was released (mainly from new publishers that joined Muse after 2012). Negotiated by LYRASIS through the ARL Licensing Initiative. \$12,265 (40.5% discount).
- **Harvard University Press e-books — 2014 Publication Year Collection (DeGruyter)**
  - Package of 143 e-books published by Harvard University Press in 2014 for United States distribution. Emphasis in arts, humanities, and social sciences. Negotiated by LYRASIS through the ARL Licensing Initiative. \$5,783 (12.5% discount). Purchased with extra \$123,015 transferred by the Provost's Office to the library budget in April 2014, which will be deducted from the FY15 budget.
- **Oxford University Press e-books — 2014 Uploads Collection (University Press Scholarship Online)**

- Package of 1171 e-books published by Oxford University Press uploaded to the UPSO platform in 2014. Negotiated by LYRASIS through the ARL Licensing Initiative. \$102,304 (25% discount). Purchased with extra \$123,015 transferred by the Provost’s Office to the library budget in April 2014, which will be deducted from the FY15 budget.
- **University of Chicago Press e-books — 2014 Uploads Collection (University Press Scholarship Online)**
  - Package of 173 e-books published by the University of Chicago Press uploaded to the UPSO platform in 2014. Negotiated by LYRASIS through the ARL Licensing Initiative. \$18,522 (25% discount). Purchased with extra \$123,015 transferred by the Provost’s Office to the library budget in April 2014, which will be deducted from the FY15 budget.
- **Yale University Press Press e-books — 2014 Uploads Collection (University Press Scholarship Online)**
  - Package of 63 e-books published by the Yale University Press uploaded to the UPSO platform in 2014. Negotiated by LYRASIS through the ARL Licensing Initiative. \$3,692 (25% discount). Purchased with extra \$123,015 transferred by the Provost’s Office to the library budget in April 2014, which will be deducted from the FY15 budget.
- **Springer Business & Economics Library 2014**
  - 445 business and economics e-books from Springer published in 2014. Purchased through LYRASIS. \$7,455 (40% discount).
- **Springer Business & Economics Library 2005**
  - 199 business and economics e-books from Springer published in 2005. Free with purchase of 2014 collection.
- **Morgan & Claypool Synthesis Collection 4**
  - 125 e-books on engineering and computer science topics. \$6,000.
- **Knowledge Unlatched Collection 1**
  - Pilot collection of 28 open access scholarly e-books. More than 200 libraries worldwide pledged support for this project, allowing publishers to recover their costs and to make the titles available open access. URI’s participation was through LYRASIS. \$1,196.

**Reference database changes**

Through the drop-add process, the Reference Unit selected one new database to begin in July 2013 (FY14):

ProQuest Statistical Abstract	\$1,622
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To fund the addition above, the following title was dropped:

RegionalOneSource Statistical Warehouse	\$4,103
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As noted above, through a journal bundle, we also obtained access to:

DSM-V online
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In addition, in FY14, these new databases were offered through AskRI.org at no cost to URI:

ProQuest African American Heritage
EBSCOhost Consumer Health Complete

In addition to the changes above, Rathemacher did the following drop-add for business databases:

Added:

D&B Country Reports and D&B Country RiskLine Reports (one-time)	\$16,500
Mergent InvestorEdge (company investment reports)	\$0
D&B First Research (industry profiles)	\$500
D&B Key Business Ratios (industry benchmarking data)	\$500
D&B Country Reports and D&B Country RiskLine Reports (updates)	\$250

D&B Country Reports and D&B Country RiskLine Reports were purchased for a one-time fee of \$16,500 to be paid over three years from the Independent Insurance Agents endowment. This represents a 49.2% discount off list price. Annual updates to these sources of country information will cost \$250, an 80% discount off the list price of \$1,250.

At \$500 each, D&B First Research and D&B Key Business Ratios were also obtained at significant discount. These services are priced at \$7,500 and \$6,500 respectively; we received discounts of over 90%. Mergent InvestorEdge was offered for free, a service with a list price of \$6,500. Thus, for a total continuing cost of \$1,250, URI received subscriptions valued at \$21,500. We are paying only 5.8% of list price.

To afford the ongoing costs of \$1,250, Rathemacher dropped:

Market Share Reporter online	\$838
Providence Business News	\$97
Barron's (full-text in ABI/Inform)	\$190
Business Insurance (full-text in ABI/Inform)	\$131
<b>TOTAL</b>	<b>\$1,256</b>

Finally, URI participated in an important Open Access initiative that provided us access to an additional database of primary source material. Reveal Digital's Independent Voices is a collection of alternative press materials, including newspapers, magazines and journals, drawn from the special collections of

participating libraries. These periodicals were produced by feminists, dissident GIs, campus radicals and the New Left, Native Americans, anti-war activists, Black Power advocates, Hispanics, LGBTs, anarchists, the extreme right-wing press and alternative literary magazines. When completed, the collection will represent complete runs of over 1,000 titles and 1,000,000 pages and will eventually be made available fully open access on or before January 2019. By contributing to the costs of digitization through LYRASIS, URI was able to contribute to making the project possible, and we will receive immediate access to the materials as they are digitized.

Reveal Digital Independent Voices (one-time)	\$10,250
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**Back files / one-time purchases acquired (not including e-books)**

The following non-book back files / one-time e-resource purchases were obtained under a permanent ownership model at the end of FY2014 with money left over in the library materials budget and excess money that was on deposit with HELIN:

	<b>Purchase price</b>	<b>Annual fee</b>
Cambridge Journals Digital Archive 2014	\$362,354	\$0
Oxford Journals Archive 2014	\$129,712	\$1,500
Sage Backfile Upgrade Package 2014	\$5,294	\$0
Wiley-Blackwell Journal Backfile Complete 2014	\$441,405	\$0
Independent Voices (description above)	\$10,250	\$0
<b>TOTAL</b>	<b>\$949,015</b>	<b>\$1,500</b>

**Cancelled titles, misc.**

Approximately 131 individual serial subscriptions were canceled for the 2014 subscription year, of which 5 (4%) were online-only and 126 (96%) were print or another physical format. These include:

- 6 titles with subscription problems
- 2 titles available online in the PsychiatryOnline Core package
- 67 titles with full-text available online through reference databases
- 3 titles available online through ProjectMuse
- 2 titles available online through JSTOR
- 1 title available online through GeoScienceWorld
- 1 title available online through PsycARTICLES
- 2 titles available online through Sage Premier package
- 28 titles that converted to Open Access or are freely available online
- 4 titles canceled for business database drop/add
- 1 title that was discontinued by publisher
- 2 low-priority title
- 8 titles available online through Wiley-Blackwell Full Collection
- 1 title available online through Taylor & Francis package

### **Volumes added**

The total number of serials volumes added through subscriptions, binding, and gifts totaled 852, an increase of 13.0% from the previous year.

## **Monographs Acquisitions**

### **Expenditures**

Total monograph expenditures with funds from the library budget were \$462,544.86 in FY14, up 12.9% from FY13. This increase was primarily due to large e-book purchases from Project Muse and University Press Scholarship Online, which, in addition to smaller e-book purchases, totaled \$229,607.48. These figures do not include endowment spending on monographs, which at \$25,997 in FY14 were down 29.5%, most likely due to limited time available for selection.

Thus total expenditures on books during 2013/14 for the University Libraries were \$488,542, an increase of 9.4% over the previous year.

The University Libraries' expenditures on books amounted to 12% of the materials budget, with the remainder spent on journals and databases. This is approximately the same as in FY13.

The average price paid for a print monograph during FY14 was \$47.18, down 15.6% from FY13. It is worth noting that the average price paid for e-books was \$39.90.

### **Expenditures by type**

Of total spending on print monographs, \$50,000 was for approvals through Strand, the same amount as in FY13. The greatest amount was spent on firm orders, \$192,693. Expenditures for standing orders held fairly steady at \$16,242.

Expenditures on e-books totaled \$229,607.48, which is now the largest category of expenditures. This includes an extra \$123,015 transferred by the Provost's Office to the library budget in April 2014, which will be deducted from the FY15 budget.

### **Volumes added**

The total number of print monograph volumes added to the collection was 8,755 (including gifts), a decrease of 10.0% from FY13. This decrease resulted from a decline in print monograph acquisitions of all types, but primarily firm and standing orders, due to increased spending on e-books.

The number of e-books added in FY14 was approximately 5,755, an increase of 47% over FY13 (largely because of additional funds advanced in FY14 in lieu of funding in the FY15 budget).

Total print books *purchased* in FY14 totaled 4,661 volumes (45% of total), with total expenditures of \$258,934.44 (53% of total). Total e-books purchased were 5,755 (55% of total) with total expenditures of \$229,607.48 (47% of total).

### **Gifts**

In FY14, a number of entities on campus provided us with additional funds for purchasing library materials:

- \$5,202 worth of DVDs from the Film Studies Program for the Media Resources Center.
- \$1,689 from the Office of the Provost for materials in support of the Cluster Hire Initiative in Islamic and Mediterranean Studies.

### **Vendor Meetings**

Head of Acquisitions Rathemacher met with the following vendors during 2013/14:

- July 10, 2013: Devon McArdle (Account Services Manager) and Terry Walsh (Sales Representative), EBSCO, re: EBSCONET enhancements, usage consolidation product (with Cerbo).
- July 22, 2013 [web conference]: Ted Tyson (Senior Account Executive), Third Iron, re: BrowZine demonstration (with Izenstark).
- September 11, 2013: Amy E. Gibson (Marketing Manager), S. Karger Publishers, re: journal backfile availability, journal portfolio package availability through NERL, e-book packages.
- September 23, 2013: Kevin Batt (Regional Sales Manager), IOP Publishing, re: IOP e-books, IOP journal archive, URI Open Access Policy.
- November 5, 2013: Sherry Sullivan (Member Representative), LYRASIS, re: e-book packages available through the LYRASIS eBook Collaborative, Open Access initiatives Knowledge Unlatched and Reveal Digital.
- November 21, 2013: Tony Skoczylas (Regional Account Manager), Thomson Reuters, re: new Web of Science interface, searching Web of Science for URI authors, Web of Science backfile options.
- December 11, 2013: Bruce Daley (Account Representative) and Rachel Hally (Product Manager), ProQuest, re: History Vault, digitization business models, data mining.
- January 30, 2014: Patrick Moriarty (Director, Institutional Sales and Strategic Partnerships, Northeast Region), JSTOR, re: Current Scholarship Program renewal, new JSTOR archival collections, “buy-out” program to end access fees for purchased collections.
- February 27, 2014: Andy Bush (Executive Director, U.S. Library Services) and Tony Skoczylas (Library Services Consultant), OCLC, re: ILLIAD, WorldShare ILL, FirstSearch transition to WorldShare Discovery Services, what is included in URI’s cataloging subscription, options for ILL forms, EZproxy (with Cerbo, Gallagher, Greene).

- March 11, 2014: Robert Boissy (Manager, Account Development) and Jason Chabak (Academic Licensing Manager), Springer, re: URI's journal and e-book usage and Web analytics, pricing for e-book collections.
- April 23, 2014: Joanne Montgomery (Senior Electronic Resources Specialist), WALDO, re: Mergent, JSTOR, Serials Solutions, and other WALDO offerings; future WALDO e-book store that will allow ordering from multiple vendors and supply MARC records.
- April 30, 2014: Tony Grimaldi (Account Manager), Elsevier, re: e-books, library budget, journal backfiles, SCOPUS, Elsevier's text and data mining policy, license agreements.
- May 13, 2014: Mike Tavares (North America Sales Manager, Corporate & Government), American Chemical Society, re: ACS open access initiatives, URI Open Access Fund, URI Open Access Policy, usage data for URI, e-books, 2015 renewal through EBSCO.
- May 19, 2014: Xavier Snowman (Accounts Manager and Product Specialist), Adam Matthew Digital, re: new Adam Matthew product offerings, text and data mining (with Izenstark).

<b>Statistics</b>
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A detailed statistical report on serials and total library expenditures is available in the "Acquisitions Unit Annual Report 2013-2014 statistical supplement" spreadsheet.