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Acquisitions Unit Annual Report 2022-2023

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Acquisitions Unit Annual Report 2022-2023

Andrée J. Rathemacher • Head, Acquisitions

Version: August 1, 2023

Personnel

Acquisitions Unit staff & faculty

As of the end of FY2023, the Acquisitions Unit was composed of the following members: Andrée Rathemacher (Professor / Head, Acquisitions), Jennifer Stich (IST I), and Lisa Zinser (IST I).

Unit staffing remained the same throughout the year.

Student workers

During 2022/23, the following students worked for the Acquisitions Unit:

- Sean Gallagher (3 hours/week)
- Betty Hasse (3 hours/week)
- Ailyn Quiroa (3 hours/week)

The total student budget for Acquisitions was \$7,585, of which \$2,285.23 (30.1%) was spent. Students worked a total of 255.27 hours. This was a decrease of 37.76 hours (12.9%) over FY2022. Ms. Quiroa took a different student job in Providence for the spring semester. Mr. Gallagher withdrew at the end of 2022 and did not work in spring 2023.

Working from home

Per the University's Policy on Remote Work, Stich and Zinser were each granted permission by the Dean of Libraries and HR to work from home one day a week from July through December 2022. From January through June 2023 each staff member worked from home two days per week with the approval of Interim Dean Larsen and HR.

As was the case with other Technical Services faculty members, Rathemacher continued to work from home the majority of the time during 2022-2023, working on campus 1-2 days a week.

Work of the Unit

Acquisitions Unit staff are responsible for ordering, receiving, processing, and initiating payment for over \$5.4 million annually of library materials in all formats. The Head, Acquisitions is responsible for the

purchase and licensing of most electronic resources as well as their management in the Alma library system.

Ordering

Acquisitions Unit staff are responsible for ordering print books for all branches, physical media, and individual e-books.

Ordering of serials in all formats, e-book packages, reference databases, streaming media, and other online resources is done by the Head, Acquisitions, with the assistance of the Curator, Media Resource Center in the case of streaming media.

Orders are placed through the GOBI API, directly on vendor websites, or by emails to vendors, depending on the item ordered.

For individually purchased books and media, order information in Alma is linked to a short bibliographic record created by staff or by the GOBI API. Metadata and Content Management Unit staff replace the short record with a full record. Packages of e-journals are usually ordered using metadata from the Alma Community Zone. Packages of e-books and primary source databases are ordered at the collection level; the Head, Metadata and Content Management later loads MARC records which are usually retrieved by the Head, Acquisitions. For some collections Alma Community Zone records are used.

Receiving

Acquisitions staff are responsible for receiving and processing print serials and standing orders, print books, and physical media. Acquisitions staff also activate individually-ordered e-books. Activation of all other e-resources is handled by the Head, Acquisitions.

Invoices

Invoices for all library materials purchased from the library materials budget are posted in Alma by Acquisitions Unit staff. Acquisitions Unit staff enter invoices under \$5,000 into eCampus Financials to create Limited Value Requisitions. The Head, Acquisitions approves the Limited Value Requisitions in eCampus Financials and digitally signs the Limited Value Purchase Order PDFs after they are generated and sent to her by Acquisitions Unit staff. Invoices over \$5,000 are forwarded by Acquisitions Unit staff to Library Administration staff, who pay them on Invoice Vouchers. Acquisitions Unit staff maintain a shared Google Drive for all completed financial paperwork and liaise with URI Accounting when vendors have questions about the payment status of invoices. In FY2023, the Acquisitions Unit processed approximately 550 invoices.

Binding

No binding took place in FY2023.

Monograph weeding / withdrawals

The Acquisitions Unit handles withdrawals of physical books from the main library, removing the items from Alma and from OCLC and preparing the volumes for disposal. Serials withdrawals are managed primarily by the Circulation and Metadata and Content Management Units, though the Acquisitions Unit maintains a count of the number of volumes withdrawn and occasionally assists in the withdrawal process.

This year 3,921 monograph volumes were withdrawn (up 333.3% from FY2022), 620 serial volumes were withdrawn (down 95.1% from FY2022), and 153 microforms were withdrawn (down 49.2% from FY2022). These figures do not include approximately 21,668 items that were withdrawn from the Providence Campus library when it closed in spring 2023; these withdrawals were handled primarily by the Metadata and Content Management Unit, with the physical disposal of the volumes managed by Providence campus personnel.

Miscellaneous items of note

Evidence based acquisitions

In an evidence-based acquisitions program (EBA), a library pays a fixed fee for access to most or some of a publisher's e-books for a set time period, usually a year. At the end of the time period, the library applies the fee paid for the EBA to the perpetual-access purchase of a subset of the books, either at list price or with a discount. The books purchased are usually selected based on usage data, which is provided by the publisher, though any books may be selected up to the value of the EBA investment. Not only do EBAs make available a huge amount of quality e-book content to our users, they save significant staff time related to book selection, ordering, cataloging, processing/activating, and payment.

In FY2023, we participated in the following EBAs:

- Cambridge: Direct. For 1/1/2023 to 12/31/2023, access to all books on the Cambridge Core platform published from 2015 to present, including new titles as they are published, over 17,000 titles. \$36,601.
- Elsevier: Direct. For 12/31/2022 to 12/30/2023, access to all books on the ScienceDirect platform published from 2013 to 2022. \$50,605.
- Oxford: Direct. For 2/1/2023 to 1/31/2024, access to all frontlist and backlist Oxford University Press books on the Oxford Scholarship Online platform, including new titles as they are published, over 21,500 titles. \$60,000.
- Springer: Through NERL. For 3/1/2023 to 2/28/2024, access to e-books with publication years 2020, 2021, 2022, and 2023 in eight Springer Nature collections: Behavioral Science and Psychology; Business and Management; Chemistry and Materials Science; Economics and

Finance; Education; Intelligent Technologies and Robotics; Mathematics and Statistics; and Social Sciences. \$57,306.

- Taylor & Francis: Through GOBI. For 3/8/2023 to 3/7/2024, access to e-books with publication years 2017-2021 in a wide range of subjects, over 58,000 titles. \$45,000.
- Wiley: Through GOBI. For 4/8/2023 to 4/7/2024, access to all e-books on the Wiley Online Library platform, with new titles added as they are published, over 24,000 titles. \$60,000.

GOBI approval plan

The GOBI approval slip plan initiated in FY2018 continued in FY2023. This plan provides notifications to Collection Management Officer Burkhardt of books that meet several criteria. Through this plan, in FY2022, we ordered 315 print books. Total approval plan expenditures were \$16,638, an increase of 96% over FY2022. Books acquired through the approval plan accounted for 17% of all books firm-ordered during the year.

Automated holdings feeds

This year we set up an automated holdings feed in Alma for e-books from Taylor & Francis. The job runs daily.

New firm order fund codes

In July, at the suggestion of Rathemacher, firm order fund codes were simplified. We moved from a code for each department, e.g. F-art for Art & Art History, to broader, discipline-based codes. We retained codes for specific locations and formats. The new firm order fund codes are listed below.

Fund Code	Fund Name	Note
F-eba	EBA Books	
F-a&h	Arts & Humanities Firm	New for FY2023
F-cce	CCE Firm	
F-els	Environment & Life Sciences Firm	New for FY2023
F-hlt	Health Sciences Firm	New for FY2023
F-oai	Open Access Initiatives (one-time)	
F-pel	Pell Firm	
F-pms	Physical Sciences Math Engineering Firm	New for FY2023
F-soc	Social Sciences Firm	New for FY2023
F-zza	General Firm	
F-zzm	Media Firm	
F-zzn	New Faculty Firm	
F-zzr	Reference Firm	
F-zzs	Special Collections Firm	

F-zzw	One-Time Online Package / DB	
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EZproxy and Ex Libris Alma/Primo authentication

In June 2022, EZproxy and Alma/Primo authentication was switched from LDAP to SSO via Azure. This was necessary due to the decommissioning of LDAP as an authentication method at URI. In July, ITS created an SSO test credential to provide to vendors when troubleshooting access problems.

GOBI API updates

In February 2023, at Rathemacher's request, GOBI implemented the population of Reporting Code 3 in Alma POLs via the GOBI API. We use Reporting Code 3 for subject selector. Now Acquisitions staff can enter the selector for a book into GOBI at the time of order checkout and will not have to do the additional step of entering the selector into Alma later, as this field will be filled out automatically via the GOBI API.

Library Materials Budget

The materials budget for FY2023 was \$5,401,104, an increase of 3.3% over FY2022.

URI Foundation fund balances added an additional \$317,279.49 to FY2023 funds available.

Total funds expended during FY2023 were \$5,151,646.47 — \$5,096,329 from the materials budget and \$55,318 from the Foundation.

Serials / periodicals

- Online serial expenditures were approximately \$3,069,663 (56.1% of all library materials expenditures).
- Print serial expenditures were approximately \$9,840 (0.2% of all library materials expenditures).

E-journals accessible

According to Alma Analytics, using definitions from the ACRL annual statistical survey, the total number of unique e-journal titles accessible at URI stood at **150,995** at the end of FY2023. This number includes freely-available journals.

Reference databases

The cost of reference databases in FY2023 was approximately \$931,713, or 17.0% of total library material expenditures.

For a list of reference databases subscribed to in FY2023, see the statistical supplement to this report. New subscriptions for FY2023 are highlighted in green.

Primary source products

Expenditures for online primary source collections in FY2022 were approximately \$364,666, or 6.7% of total library material expenditures.

A list of one-time purchases, including primary source materials, is available in the statistical supplement to this report.

E-books

We purchase e-books that meet our criteria of one-time purchase, perpetual access, no DRM (digital rights management), unlimited concurrent users, and no platform hosting fees (with certain exceptions). Preference for e-book format depends primarily on the request from the book's selector as well as e-book availability. Other factors are a book's anticipated audience and use. Most firm-ordered books are still acquired in print format (1,845 print vs. 352 electronic), however of total books purchased each year, the vast majority are e-books (1872 print vs. approximately 317,944 electronic).

Expenditures for e-books in FY2023 were approximately \$725,272, or 13.2% of total library material expenditures.

The majority of these expenditures were for perpetual-access titles. Of total e-book expenditures, \$84,757 (11.7%) was spent on subscription e-book packages.

Print books: Acquisition method

Of the 1,872 print monograph volumes purchased:

- 98.6% (1,845) were firm orders
- 16.8% (315) were GOBI approval plan
- 1.4% (27) were standing orders

Trends: Print books vs. e-books

In FY2023, we purchased 1,872 volumes of print books, down 3.6% from FY2022. Total expenditures for print monographs were approximately \$113,250, or 2.1% of total library materials expenditures.

By contrast \$725,272 was spent on e-books (purchased and leased, including EBAs), which was 13.2% of total library materials expenditures, providing access to over 317,944 titles.

According to these figures, of the total number of monographic titles acquired, approximately approximately 0.6% were print and 99.4% were electronic.

The average cost-per-title for print books purchased was approximately **\$60.50** and for e-books acquired was **\$2.28**. The inclusion of e-book packages in this calculation, as well as the fact that some of the e-books purchased were backlist titles, lowers the average e-book cost-per-title number significantly. By way of comparison: the average cost-per-title for e-books that were *firm ordered individually* was approximately **\$201.30**.

OA Initiatives

Calls are growing for libraries to transition materials budgets away from commodity information toward support of open access to scholarship and open infrastructure.

In this context, in FY2023, we supported the following **new** open access initiatives:

- *American Indian Culture and Research Journal*, University of California (through the Lyris Open Access Community Investment Program)
- *Cultural Anthropology*, Society for Cultural Anthropology (through the Lyris Open Access Community Investment Program)
- *International Journal of Strength and Conditioning*, International Universities Strength and Conditioning Association (through the Lyris Open Access Community Investment Program)
- *Journal of City Climate Policy and Economy*, University of Toronto Press (through the Lyris Open Access Community Investment Program)
- Lever Press Membership
- *Liquid Blackness: Journal of Aesthetics and Black Studies*, Duke University Press (through the Lyris Open Access Community Investment Program)

A list of all OA initiatives supported is available in the statistical supplement to this report. New initiatives for FY2023 are highlighted in green.

In FY2023, the total cost of this support was \$71,589. This represents 1.3% of total materials expenditures.

For more information on these initiatives, see <https://uri.libguides.com/open/support>.

Library materials budget: Total expenditure breakdowns

Below is a rough breakdown of expenditures in FY2023 by format, continuity, and budget source.

Format

- Online: \$5,306,415 (96.9%)
- Physical: \$125,553 (2.3%)
- Other: \$42,885 (0.8%)

Subscriptions vs. one-time

- Continuing commitments: \$4,074,038 (74.4%)
- One-time purchases: \$1,404,438 (25.6%)

Budget source

- State budget: \$5,423,159 (99.0%)
- URI Foundation funds: \$55,318 (1.0%)

Licenses

Since 2022, OGC has been operating under a New Matter Onboarding Protocol that requires filling out a form and completing a “Contract Owner Checklist” for each contract to verify that it meets certain criteria before sending it to OGC for review. In many cases, contracts under \$25,000 and renewals, extensions, and amendments may be sent directly to the Provost for signature. The new procedures slow the review process in some cases and speed it in others.

In 2022-2023, Rathemacher worked with the Provost’s office to sign 12 license agreements. She worked with Associate General Counsel Peter Harrington to review and approve 1 license agreement, for a total of 13.

Additional statistics

Detailed statistics on library materials expenditures and acquisitions activities are available in a supplemental file to the Acquisitions Unit Annual Report 2022-2023, available in the Technical Services Reports and Statistics series on DigitalCommons@URI.

Some prices in this statistical spreadsheet are redacted due to license agreements with publishers. Internal URI readers can contact Rathemacher for complete information.