

Three Heads are Better than One: Organizational Changes in Collection Management Leadership

Liza Weisbrod, Barbara Bishop, Adelia Grabowsky

2015 Charleston Conference
Charleston, South Carolina | November 7, 2015



Assistant Dean Position

- Budget
- Negotiations
- Approval plan
- Gifts and donations
- Development
- Resource for selectors
- Other duties as needed...



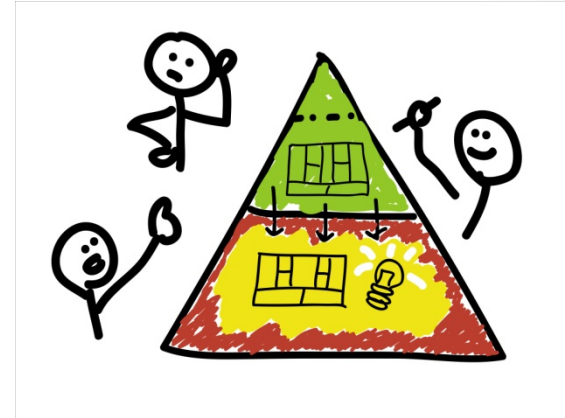
Need for...

- Training
- Statistics
- Resource person for selectors
- Exploring new initiatives
- Coordination between departments



Collections Team

- Three-person team
- One-year term
- Representatives for social sciences, STEM sciences, and humanities



Duties and Initiatives

- Coordinating collection activities
- Recommending new collection initiatives
- Acting as a bridge between selectors and technical services
- Cultivating a culture of assessment
- Managing collections and materials budget
- Working with development



Coordinating Collection Activities



Auburn University Libraries
Collection Development

HOME FIND SERVICES ABOUT HOURS CONTACT GIVE

Auburn University Libraries > Staff > Collection Development

Collection Development

General Info	Journal Usage Data	Book Usage Data (All formats)	Interlibrary Loan	Databases
Meeting minutes	Journal backfile price quotes	E-book package quotes		
Setting up trials	Journal price histories	E-book resources (2011)	PDA	
Departmental support		Lost Book Report		
		Gobi Quick Start Guide	YBP Presentations	
		2012 EBSCO Ebook survey		



Auburn University Libraries
Collection Management

INTRANET HOME DEPARTMENTAL CONTENT BLOGS PHOTOS COMMITTEES PUBLICATIONS

Auburn Libraries Home > Collection Management

Collection Management Meeting 2/26/2015

Attending: Adelia Grabowsky, Andy Wohrley, Bridget Farrell, Cayce Van Horn, Claudine Jenda, Denise Baker, Helen Goldman, J.P. Pendleton, Jaena Alabi, Juliet Rumble, Kasia Leousis, Marcia Boosinger, Nancy Noe, Patricia Hartman, Rob Buchanan, Tim Dodge, Todd Shipman, Toni Carter

PowerPoint: [collection management meeting 2 26 2015](#)

Reminders about upcoming deadlines

- Friday, 2/27-last day to review February gift books
- Wednesday, 4/1 - 50% of firm order funds should be committed
- Thursday, 4/23 -- journal fund swaps due agreement that we should create a Browsing Fund code for those print magazines we have primarily for patrons to browse (ex. Field and Stream, Good Housekeeping)
- Thursday, 4/30 --Gale suggestions due 30% coupon from Gale CollTeam soliciting suggestions for desired Gale reference works \$2500 or less (remaining one time money)
- Elsevier will be here today (2/26) at 1 pm to talk about eBooks and user engagement

Updates

CATEGORIES
Select Category

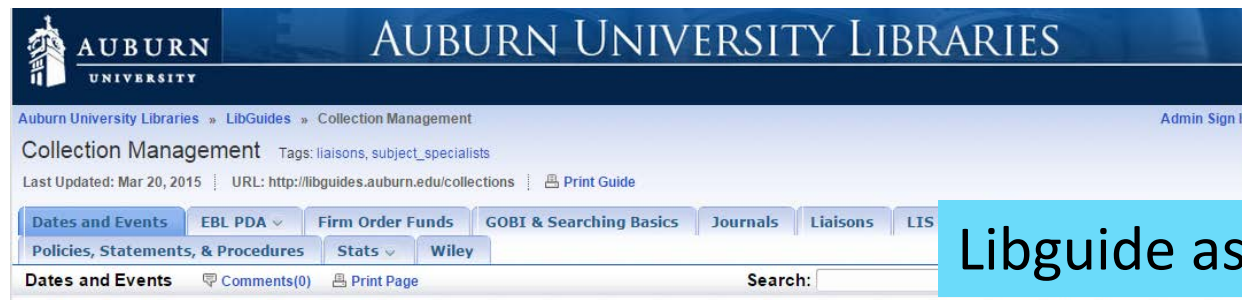
RECENT POSTS

- Collection Management Meeting 2/26/2015
- Collection Management Meeting 1/29/2015
- Collection Management Meeting 12/4/2014
- Collection Management Meeting 11/20/2014
- Collection Management Meeting 10/23/2014

LIVES

- February 2015
- January 2015
- December 2014
- November 2014
- October 2014
- September 2014

Intranet website and blogs



Auburn University Libraries
AUBURN UNIVERSITY LIBRARIES

Auburn University Libraries » LibGuides » Collection Management Admin Sign In

Collection Management

Tags: liaisons, subject_specialists

Last Updated: Mar 20, 2015 | URL: <http://libguides.auburn.edu/collections> | Print Guide

Dates and Events EBL PDA Firm Order Funds GOBI & Searching Basics Journals Liaisons LIS

Policies, Statements, & Procedures Stats Wiley

Dates and Events Comments(0) Print Page Search:

Libguide as gateway



Coordinating Collection Activities

Spring 2015: Meetings and Deadlines

- Thursday, Feb 26, 2015: Collection Management Meeting 8:30 - 9:30 am
- Thursday, Mar 26, 2015: Collection Management Meeting 8:30 - 9:30 am
- Wednesday, Apr 1, 2015: Firm Order
50% of Firm Order Funds should be committed
- Thursday, Apr 23, 2015: Collection Management Meeting 8:30 - 9:30 am
- Thursday, May 21, 2015: Collection Management Meeting 8:30 - 9:30 am

Comments (0)

Minutes

- Collections Management Bloo

Meetings and Deadlines

Date	Fund	Fund Net	1/2 (50%) April 1st Projected Balance	1/6 (16.66%) July 24th Projected Balance
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Book Balance Table 2014-2015

- Wednesday, Oct 1, 2014: Fiscal Year begins
Note: There may be a delay in funding the accounts if the state funds have not been received
- Wednesday, Apr 1, 2015: Firm Order:
50% of funds should be committed
- Monday, Jun 1, 2015: Firm Order -- New Licensing
New 1 time purchases that requires a licensing agreement
- Friday, Jul 24, 2015: Firm Order:
All but 1/6 of original allocation should be committed (otherwise excess funds may be redirected for other purposes).
- Friday, Aug 14, 2015: Firm Order:

Fall 2014: Meetings and Deadlines

- Thursday, Aug 14, 2014: Collection Management Meeting
Click on title to get to meeting minutes and Documents
- Tuesday, Aug 26, 2014: Adam Mathew Sales Rep. Here 2:15pm-3pm
- Friday, Aug 29, 2014: Firm Orders and Wiley R
Everything not committed in Firm Order will be swept.
Last day for Subject Specialists to suggest changes fo

Gift Policy ¶

All gift offers should be refe specialist should make cont appropriate for the library. are questions about accepta ¶

Collection Management Guidelines

Examples are provided but are not prescriptive; other comparable activities may be used to qualify as exceeds expectations or exemplary performance

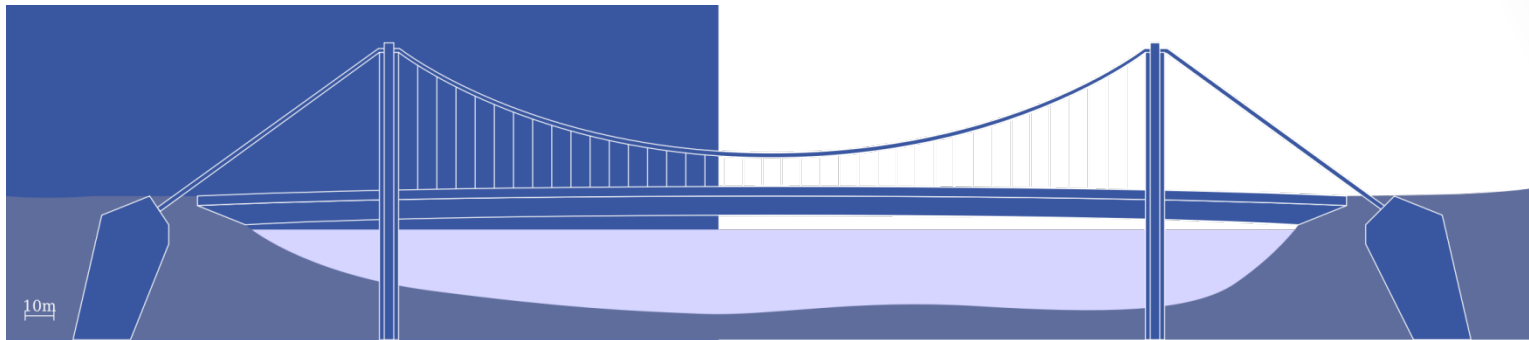
Meets Expectations

- Works with technical services staff in a timely fashion, both in spending collection budget and responding to inquiries/notifications
 - examples include responding to journal price increases in excess of 25%
- Communicates regularly with faculty about library resources and services
- Responds to purchase requests from faculty, staff and students
- Evaluates gifts in subject area and writes thank you letters for endowments and for gifts when appropriate
- Sets up trials of resources within subject areas
- Contacts lib_cat help for basic catalog corrections and linking problems
- Cultivates expertise in assigned subject areas
- Works with development personnel
- Demonstrates collegiality

Policies and Expectations



Acting as a Bridge Between Selectors and Technical Services



- Negotiating
- Interpreting
- Coordinating



Cultivating a Culture of Assessment



Managing Collections and Materials Budget



- Making sure funds are spent on time
- Evaluating one-time purchase requests
- Advising on materials budget make-up

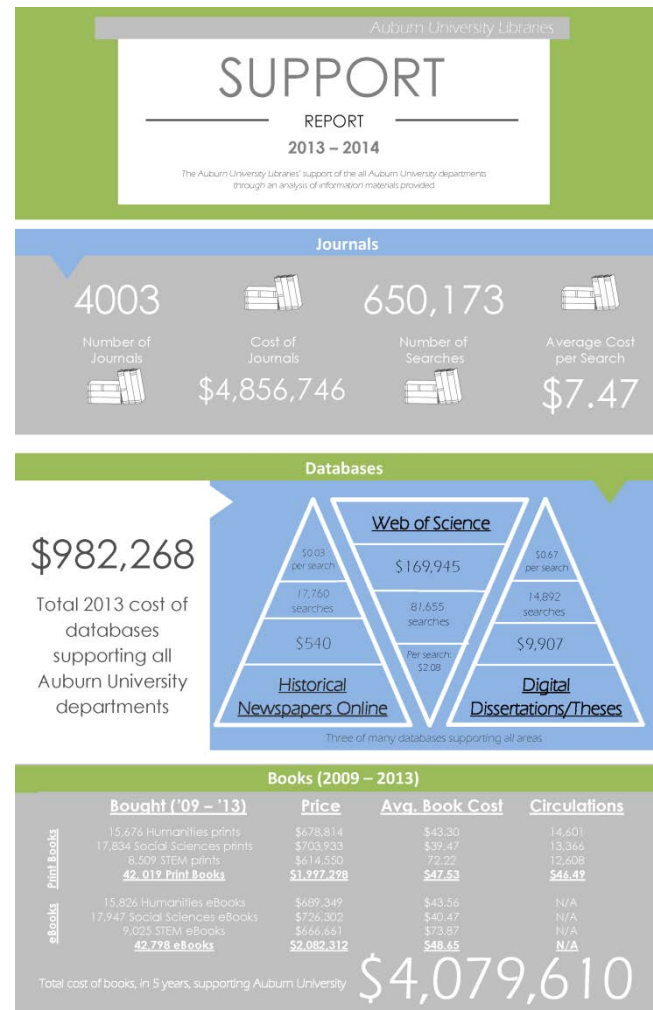
Budget 3D uploaded by jabernal
<https://openclipart.org/detail/121291/budget-3d>



Working with Development

- Working with Development Officer by:

- Providing data
- Coordinating subject specialists
- Working with gifts, endowments & donors
- Presenting to interested groups



Recommending New Collections Initiatives:

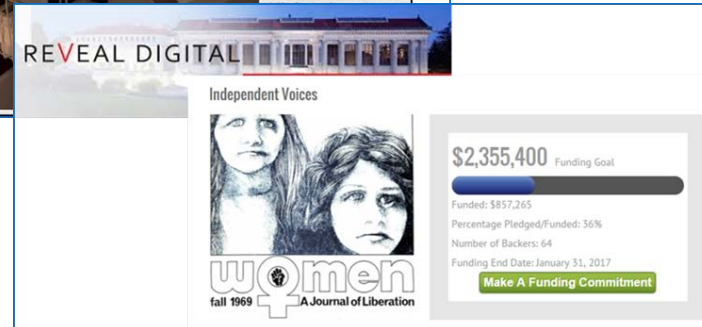
ReadCube Nature Journals



SCOAP3 open access physics journals



New Formats and Payment Models



PDA/DDA program



Knowledge Unlatched open access scholarly books – pilot & round 2



Collections Initiatives –

Preparing Collections for a construction project

Getting a Handle on Gifts



Writing (Successful) Funding Proposals



Benefits to Team Approach

- Balance
- Differing strengths
- Established relationships
- Shared load



Challenges with Team Approach

- Division of responsibilities/Carving out individual responsibilities
- Communication
- Time!!!



Suggestions/ Lessons Learned

- Learn all you can
- Never assume
- Know that mistakes happen
- Be as transparent as possible
- Be as flexible as possible
- The last word



Questions?

Liza Weisbrod: weisbel@auburn.edu

Barbara Bishop: bishoba@auburn.edu

Adelia Grabowsky: abg0011@auburn.edu

