

# Durham University Library & Collections





academic colleagues; and on the need to provide quick and effective access to our collections, including online and open content.

**Robust:** in establishing practices and systems that enable user-driven acquisition and content management decisions that are transparent, criteria-led and evidence based.

**Agile:** in making use of a range of models for acquisition or provision of access in response to user needs

Both the material acquired by the library over nearly 200 years and the metadata and classification schemas used to describe and categorise it, reflect the language and values of their period. As a result, uncomfortable or offensive language or images and discriminatory views may be encountered in our collections, and outdated and disrespectful terminology and subject-headings found in our catalogues.

Library collections are described and categorised using the Library of Congress Subject Headings. We will continue to amend our subject headings in response to official changes made to LoC controlled vocabularies and will also participate in the work of proposing changes to headings as part of the international community of librarians. We have a responsibility to maintain accurate catalogue records, including book titles and related information in their original form, accepting that this will result in offensive terms continuing to appear in our catalogues. We will continue to consider how this language affects our users and the ways in which we can mitigate harm.

### **3.2. Open scholarship**

The transition to Open Research, at both a national and international level is driving significant changes in relationships between libraries, the academic community, research funders and scholarly and commercial publishers. These changes also have significant implications for content development. Models for supporting open access to different publishing formats (journal articles, book chapters and monographs) differs between disciplines, as does the pace of change. Journal licencing agreements are most rapidly evolving, with publishers assigning a greater proportion of costs towards open access publishing and less to traditional subscription access. This is reflected at Durham, given its research intensity, by an increase in the proportion of our library resources budgets that support publishing rather than reading. As a sector, there is a drive to move away from models with high transactional costs (such as article or book processing charges) as the predominant financial model, and to create frameworks for libraries to provide financial support to new and emerging publishing options such as Diamond Open Access, Subscribe to Open (S2O), membership and consortia initiatives. Our responses in this area will be:

**Strategic:** working collaboratively to change the landscape for scholarly communication, ensuring our institutional policies and decisions are informed by and a part of the wider Library and HE sector; participating actively in national consortia and networks to foster and enable best use of financial resources across UK HEI, and in pursuit of institutional and national strategic goals.

**Dynamic:** in our understanding of the transition to open research, and the impact this has on models for access to content and the purposes for which library budgets are allocated; our commitment to supporting open research; and in our approach to investigating, implementing and monitoring new or innovative models for content or metadata, in support of open

### 3.3. Collaborative collection management

As a major research library our holdings form part of a national collection. Emerging initiatives relating to a UK Distributed Print Book Collection have the potential to make concept more explicit and meaningful for print collection management across research libraries and present us with a significant opportunity to manage our collections more strategically. Shared aims and objectives are to enable libraries to be more effective and efficient in our approach to those sections of our collections which are not heavily used for current teaching, learning or research; to identify material that is rare or unique within collections and ensure its preservation; and to collaborate to share access to other sections of our collections, to enable us to make most effective use of resources (especially of space) across the sector.

As a long-standing research library our print holdings include a significant quantity of material that is unique and rare, nationally and internationally. We need to identify and articulate the strengths of these collections and to maximise their potential as a research and cultural resource. This includes enhancing descriptive metadata for individual items and collections, and developing long-term research and management strategies for them. Our response in this area will be

**Responsible:** recognising that the opportunity to engage fully with this national context carries with it an obligation to support the establishment of shared principles and standards for collections retention and management, and to commit to implement them as they are defined and agreed.

**Sustainable:** Realising the benefits of national collaboration and shared access, to enable us to make best use of our library spaces and other resources.

## 4. Acquisition

Parameters and processes for acquisition will support our principles and aims to be evidence-based in order to focus on user and stakeholder needs. We will consider the overall cost of ownership or other provision, including digital or physical storage, cataloguing and licence conditions. We will operate a strategic preference for digital access / access online, through acquisition, subscription, Open Access or digitisation; but also recognise the continuing importance of print collections for teaching, learning and research.

The library participates in regional and national consortia, networks and framework agreements for resources and metadata, to maximise purchasing and negotiating power across the sector, to secure significant discounts and to ensure value for money.

### 4.1. User-driven

For the large number of individual resources which are acquired or provided as individual items, acquisition will be user-driven and prompted, in most cases, by user request. Our users in this context encompass all staff and students of the University.

The focus will be on efficient and effective processes which enable us to be responsive to requests. Items will be acquired (or access provided), as a default with queries raised or reviews undertaken only where standard parameters (for example relating to cost) are exceeded. Parameters will be reviewed and amended regularly.

All essential texts on submitted Reading Lists will be available in at least one copy. This will be digital wherever possible.

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Licences will be purchased or maintained for multiple concurrent users where possible, based on the student cohorts for relevant programmes or modules.

Use of e-resources will be monitored and financial resources allocated to the provision of additional licences, where available, where user demand significantly exceeds capacity, or where additional copies of print items have been requested by staff or students.

Further titles may be requested by staff or students, for additional reading, for research use or to support wellbeing, wider student experience and career development. These will be fulfilled within agreed cost and other parameters, with a timely review process for cases outside these parameters.

We will support the acquisition, cataloguing and classification of print materials purchased for college libraries, with separate funding allocations.

The range of available resources, especially for research and at higher levels of UG and PG study, will be extended through the use of patron-driven and evidence-based acquisition models; and through inter

change or extension to the remit and purpose of library resources budgets we will consult and seek a mandate as appropriate.

#### **4.3. Collections-centred**

For a small number of special and specialist collections, acquisition will be collections-centred. The focus will be on acquisitions of individual items or material within a defined range or scope in order to ensure inclusion of significant contemporary publishing within areas of subject specialism.

Donations of material are not solicited. Any donations offered to the University via approaches to Departments should be referred to the relevant Faculty Librarian.

Proposals will be evaluated taking into consideration strategic benefit, stakeholder support, operational issues and cost of ownership. In general, donations will be accepted only where they are relevant to current or known future teaching or research needs of the University and if they fulfil the conditions and priorities within this Content Management Policy. We will take into consideration the physical condition of any donations as well as storage and cataloguing requirements. Donations will not be accepted if costs of ownership are disproportionate to the likely benefit of the material to the University.

In the case of unannounced or anonymous donations the library will assume that owners are aware of our policies on the acceptance and management of donations.

We do not accept donations of self-





