



Collection Development Policy: eBooks

Category or Type	Policy
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Sponsor	University Librarian
Responsible Officer	Associate University Librarian – Digital and Collections
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Introduction

The University of Otago Library is e-preferred for monograph acquisitions in lending collections. 98% of ebooks made available to University users are Digital Rights Management (DRM) Free with unlimited concurrent access. Ebook access is predominantly perpetual (owned) but may be made available through Demand Driven Acquisition Programmes (DDA), leased through Evidence Based Acquisition Programmes (EBA) or subscribed. Bibliographic records for all titles are provided in the Library's discovery systems. Collection or platform level access points are also maintained.

Principles

- Digital Rights Management (DRM) Free ebooks strongly preferred.
- Unlimited concurrent user access strongly preferred.
- Perpetual access strongly preferred.
- Ebook collection development evaluation is evidence based. The content, functionality and accessibility must meet the teaching, research and learning needs of the University.
- Cost effectiveness and best practice in technical service workflows determines choice of ebook acquisition and access model.
- Duplication across publisher and aggregator collections is avoided.
- Monograph format duplication may occur in specific circumstances.
- Hard copy may be preferred for specific types of monograph content, or when an ebook does not meet a defined need. Discipline specific needs are fully considered.
- Hard copy may be de-selected based on perpetual DRM Free ebook access. Discipline specific needs are fully considered.

Collection development strategy

Working within budgetary constraints and using evidence-based analysis to determine user need, the following strategies apply:

- Priority Publisher **frontfile collections** are **perpetually acquired** annually if meeting return on investment (ROI) outcomes. This is essential content. The Library endeavours to maintain comprehensive frontfile coverage for key publishers.
- Priority Publisher **backfile collections** are **perpetually acquired** as a priority as funds are available. This content supports collection depth and may enable equivalent hard copy reduction. The Library endeavours to own full backfile coverage for key publishers.
- Priority Publisher collections, titles, and integrating online tools which are **updating** will be made available through **subscribed** access if this is the required access model. Subscriptions will be evaluated annually.
- **Demand Driven Acquisition** programmes will be adopted where this is the best option to provide access to content available only through aggregator platforms; and some smaller publishers in key subject areas. Acquired content is owned perpetually. DDA programmes will be evaluated annually.
- **Evidence Based Acquisition** programmes will be adopted where this is the best option to provide access to content without a perpetual commitment for complete collections. EBA programmes will be evaluated annually. Selection of perpetual content at the conclusion of the programme will be based on evidence of use and predicted future need.
- **Title by Title** acquisition is **user driven** through requests from University users. This content is perpetually acquired to meet known needs for teaching and research.

Evidence-based decision making

Perpetual Acquisitions, Subscriptions, DDA and EBA programmes, and Major Reference Works are evaluated through assessment of:

- Usage trends and cost per use. Measures usage of licensed content and the cost over time. Used in ROI analysis and to indicate demand.
- Turn away data. Measures attempts to access unlicensed content. Used to provide an indication of known demand.
- Cost per title and Pricing movement and trends. Used in ROI analysis.
- Analysis of content, functionality, and terms of use. Used to establish relevance for the teaching and research needs of the University of Otago, and to ensure that terms of use will be fit for purpose.
- Consideration of end user requests and Interloan data. Used as indications of known demand.
- For backfiles, consideration of print overlap and potential for space savings through deselection.

Resource access

The Library is committed to making MaRC bibliographic records available at time of purchase or subscription to maximize access and return on investment:

- Full MaRC records strongly preferred.
- Automated supply, processing, and import workflows strongly preferred.
- Automated MaRC record updates strongly preferred.
- Collection or platform access points are maintained for priority content.

Related Policies, Procedures and Forms

Collection Development Policy
Hocken Collection Development Policy
Special Collections Collection Development Policy
Library Collection Donations Policy

Definitions

Digital Rights Management: Inbuilt limits applied to manage use of electronic content, i.e. downloading, copying and printing.

Demand Driven Acquisition: Selected content is exposed via discovery systems. Usage triggers an automatic or mediated purchase.

Evidence Based Acquisition: Selected content is exposed via discovery systems. Usage is evaluated to determine purchases.

Frontfile / Backfile: Date parameters applied to distinguish current content (i.e. calendar year/s) and historical content.

Perpetual: Content owned in perpetuity.

Priority publisher: Publisher offering key content as evidenced by downloads of already held content

Title by Title Acquisition: Acquisition of single titles based on user request.

Contact for further information about this Policy

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