Introduction

A year of economies for Collection Development and Management was followed by a very challenging period. State support remained insufficient to cover all subscription expenses, and economies were implemented to ameliorate the impact of inflation. The inflation rate for journals still was modest (usually ca. 4 or 5%), but negotiations with vendors for best terms remained important. Also, most monographic standing orders were removed from the State budget. Selectors were required to review all these past arrangements. More challenging, the subscriptions of the former UMDNJ libraries had to be integrated into the Rutgers Libraries. A team composed on Gracemary Smulewitz, Elizabeth Sosnowska and Thomas Izbicki, greatly aided by the staff of Distributed Technical Services, negotiated both the transition arrangements and early renewals with the vendors. Further negotiations will occur in the fall as subscriptions and packages come up for renewal. Jackie Mardikian, Kerry O’Rourke and Roberta Fitzpatrick were actively engaged in the work of the Collections Group. Its work is ongoing as we pass from initial transition into fuller integration.

The Approval plan with Ingram remained difficult to support, even with economies realized by keeping profiles narrowly focused. The addition of e-books continued on a selective basis. Year-end purchases were made. Discussions with our partners in the NERL consortium toward renewal of arrangements with Elsevier and Wiley continue. The Rutgers Libraries have joined the Committee on Institutional Cooperation, which will include membership in the Hathi Trust and shared investment in the acquisition of certain resources. The membership in Hathi will allow RUL to consider new strategies in the area of Preservation.

1. Collection Development and Management:

   • Policies:

     A revised statement on Collection development Strategies, including such issues as diversity and rights, was approved by Cabinet and the Library Resources Council. It has been loaded onto the RUL website. The Interim AUL served on the committee which drafted a policy on Digitization Projects, which was approved by Cabinet. Procedures and Training are being created, including sign off for rights & technology.

   • Selector Assignments:

     Retirements of Myoung Wilson, Bonita Grant, Joe Consoli and Jerris Cassel required appointment of interim Selectors, as did the departure of Michelle Oswell for another
New hiring is under way with two positions filled and three more being recruited.

**Vendor Relations:**

As noted above, vendor relations issues arose in two contexts: inflation and the integration of the UMDNJ Libraries into RUL. The negotiations about inflation yielded some results, and the vendors proved remarkably flexible in integrating UMD subscriptions for journals and databases into RUL. Only a few requested additional payments. Early renewals also were accomplished within the time available. Wherever possible, the interests of partner libraries in VALE were advanced in our vendor negotiations.

**Training:**

Training was held at New Brunswick (Alexander Library and LSM), Newark and Camden for Collections uses of Excel spreadsheets. Training for Serials and Funds Records on Workflows was held especially for UMD librarians. A training program for new selectors was developed. Megan Lotts (Art Librarian) and Laura Palumbo (Chemistry and Physics Librarian) have received training to date. The new Oasis (Ingram) interface required offering training in its proper use.

**Major Serials Packages:**

This past year the concentration was on integrating UMD and Rutgers electronic resources. The majority of negotiations for this purpose were successful. Of the major packages Springer, Sage, Oxford and Cambridge were particularly satisfactory with little or no increases resulting from the integration. The Elsevier and Wiley contracts end this fiscal year. Elsevier has allowed the institutions to merge for the remainder of the contractual period at no additional charge and agreed to renegotiate for the following year for the major Science Direct package. For all other Elsevier products, no significant increase was imposed for the new subscription period. We are still in negotiations with Wiley for all resources.

**Serials Vendors:**

We will remain with the same vendor configuration for the coming year. Ebsco and Swets were very helpful in transitioning the UMD IPs to the Rutgers single title subscriptions. They notified all publishers/providers and tracked those that questioned the merger helping DTS to resolve those issues. All single UMD subscriptions have been moved to either of these vendors. The intent is to keep all publications from each publisher with the same vendor for ease of management.

**Monographic Standing Orders:**
All SOs not part of memberships in Non-Governmental Organizations were removed from the State budget for fiscal reasons. (RUL had been spending about $100,000 per year on these orders, much of it impossible to cover with encumbrances.) Many were cancelled by Selectors. Others were moved to Non State funds. Yet others were reestablished as Notify Selector, freeing up money until such time as a series might deliver actual volumes. The area most impacted by this decision was Music, the titles in which are under continuing review. Budget strategies for the future management of continuing orders are under discussion.

- **Approval Plan Vendor:**
  Ingram remained the approval plan and primary monographic vendor for the Libraries. For reasons of fiscal prudence, the approval plan is limited by using consistent non-subject parameters for most profiles and a publisher list limiting purchases from certain expensive commercial presses (Ashgate, Palgrave Macmillan and Routledge). Several other presses are covered on slips only. The plan still yielded 5307 copies costing $232,886.80. Most of these copies were in the Humanities or the Social Sciences.

- **Ordering:**
  Discussions were held about improving performance on standing orders. The past vendor arrangements for Art History are under review by Megan Lotts & the Interim AUL. Money already was assigned from Central to support the update of Media collections to serve instructional needs. Policies covering Reserves use of Streaming Media will be reviewed by LRC with an eye to costs and rights affect that type of resource. Reserves orders involving duplication are reviewed carefully to restrain unnecessary expenditures. Money was assigned from Central to support the new GLBT Center in Newark. Further support will be given to LGBT collecting for New Brunswick. The possibility of a shared e-book arrangement via PALCI is being explored. It will require a financial commitment from Central.

- **Gifts in Kind:**
  Deeds of gift were updated on the Collection Development pages of the RUL website. See numbers section for accepted gift items cataloged. A backlog of uncataloged scores was examined, and those not suitable for adding to the collection were rejected by the interim Music selector. Dealing with a growing backlog of uncataloged Special Collections materials is under discussion. This discussion will also involves addressing uncataloged items in the Art History X Room and (to a lesser extent) the Music X-Room, as well as discussing with the Zimmerli Art Museum cataloging of its book holdings and any services to Libraries’ patrons. A similar discussion will be held with the librarian of the New Brunswick Theological Seminary.

Inventories were compiled by a graduate student of uncataloged scores and other materials in the Music X-Room, including the Philip Gordon Collection. The Gordon spreadsheet was shared with University of Maryland College Park, which also has a Gordon collection.
• Collection Management:
  o Weeding of the Reference Collections at LSM is still in progress.
  o Weeding of the Douglass Library is complete.
  o Transfer of new Cinema Studies books to Douglass has begun.
  o A collection of play scripts was created for use by students in Theater with its own shelving unit.
  o Measures for closing the Chemistry Library are being planned and implemented. Lessons learned may be applied later to the Physics Library, which has required further mold remediation.
  o Policies governing consolidation of print backfiles of journals and indexes were applied at Douglass.
  o A small group of play bills from Philadelphia theatres was given to the Free Library, which collects Philadelphia theatre history.

• Fundraising for collections:

  An NEH challenge grant to develop an endowment for collections in British Studies was rejected again.

• New Acquisitions:

  Year-end Acquisitions (including via UMD & Central funds):

  Arts & Humanities:

  Nineteenth Century Collections Online (Gale) – first 8 modules

  JSTOR Arts & Sciences - modules IV through X

  ACLS Humanities E-Book Project

  Early American Newspapers (Readex) – modules 2 through 7

  Sciences:

  Backfiles of Elsevier Physical Chemistry e-Journals

  Springer Chemistry and Biomedical Sciences e-Books

  Social Sciences:

  Springer Behavioral Sciences e-Books

  Oxford Bibliographies Online, Childhood Studies

  Special Collections:

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A New Jersey map plate from *The English Pilot, the Fourth Book* acquired to fill a gap in our New Jersey cartographic holdings.

Newly Cataloged Additions to the Collections:
- Purchased Monographs: 42,992
- Microforms: 3,337
- Scores: 200
- Audio works: 21
- Film and Video: 59
- Purchased Serials in all formats cataloged: 21,392
- Gift Monographs and Serials: 5,942

2. Collections Budget:

- Budget Allocations
  The initial State allocation from all sources was $8,065,333.38. Special one-time State funds totaled $759,522. The Non State allocation from all sources was $1,523,170.59. This total includes all Humanities (H) and Phonothon (P) funds, as well as money from the Van Wagner quasi endowment to support the Approval Plan.

- Expenditures
  Total expenditures paid from all budgets, including one-time funds, transfers from academic departments and book fines were $10,348,025.97. The expenditures without year-end funds = $9,588,503.97. This was more than the $9,265,883.63 spent in FY 2012, even deducting one-time year end funds ($322,670.34 more than in FY 2012).
  - Total state expenditures: $8,824,885 compared to $7,996,630.83 in FY 2012. This includes the additional one-time money assigned. Actual difference on regular State expenditures $8065363 (an increase of $68,742.17).
  - Total non-state expenditures $1,523,170.59, an increase from $1,269,252.80 in the previous year (an actual increase of $253,973.79).
  - Expenditures for Online Resources: ca. 73% of the total expenditures or $7,550,991.91. Comment: These figures are for all RUOnline codes, including one-time funds.
  - Expenditures for Print and Other Analog Resources: 27% of the total expenditures or $2,797,034.06.

Expenditures by System-wide Support and Campus
- Total system-wide support expenditures: $7,778,424.46, of which $7,550,991.91 was spent on RUOnline and $237,433.55 on collection support and central purchases (including interlibrary loan, Reserves, shipping and service charges) from Central.
- Total New Brunswick expenditures paid: $2,141,542.88.
- Total Newark expenditures paid (including the Institute for Jazz Studies): $215,807.28.
- Total Camden Expenditures paid: $87,321.07.
- Special Collections expenditures paid: $51,599.07.

Expenditures by broad subject categories:
- 60% of total expenditures were for Science, Technology and Medicine
- 14% of total expenditures were for the Social Sciences
- 11% of total expenditures were for General/ Interdisciplinary (including the approval plan that supports the Social Sciences and Arts and Humanities book purchases)
- 15% of total expenditures were for the Arts and Humanities

Includes year-end expenditures, mostly in Humanities and Sciences.

Expenditures by types of materials:
- $1,748,860 was spent on books and all other one-time purchases (including purchases by individual orders, monographic series [$306,930.70] and the approval plan [$267281.42]). This total includes expenditures for e-books.
- $8,494,855.79 was spent on subscriptions, including e-journals whether acquired via packages or individually. It also includes memberships, which often include online content.
- Binding expenditures: Most binding of serials ceased in FY 2013.
- Microforms are not tracked separately.

3. Preservation:

During past year, Preservation continued addressing issues of mold and damaged books. There also was the usual small staff with no assigned budget. Selectors still do not review their collections, creating a shortage of space for housing the arriving damaged, brittle and moldy books and journals. The policy remains:

- If the item has been used and returned damaged due to circulation, the item has priority to be repaired and sent back to the stacks.
- Likewise, if the item was unique to RUL Collection and being used.
- Also, if the item had been recalled.
- Or the item is not available full-text online.
- When the damaged item is not the “only copy” and needs too many hours staff time to repair it and other copies were in good shape and available in stack, the item was withdrawn.

Staff: One full-time staff. One part-time shared with Access Services. 4 student assistants.

Mold remediation
Following items from various libraries were sent out for mold remediation:
- 2,781 vol. of Physics library. The cost of these items paid by Risk Management.
- 164 items from Chang, Kilmer, Douglass, LSM, Art Libraries.
- 178 items from Alex were identified with mold as the result of 3rd floor leak.
- Remediation of the Physics Library was paid from year-end funds.

**In-house:**
Total of 1,644 books were repaired, re-backed and re-cased. This includes:
- 143 recalled items.
- 430 damaged items from Kilmer, LSM, Art and Douglass.
The remaining 1,068 were pulled out by Head of Preservation from preservation lab shelves, checked to make sure there are no duplicate copies at NB libraries; no full-text available; circulation statistics the item; checked the copyright date to make sure they are not a candidate for digitization (according to the policy stated above).

**Supply purchases:**
Preservation spent $3,597.98 on supplies out of gift funds. Budgeting for Preservation remains an issue.

**Digital Preservation:**
Following the “Decision Trees for Digitization Project” devised by Janice Pilch and after consultation with her, the digitization of volumes from the Beth Mardutho Library began. The eBethArke portal was created, you can visit it at: [http://www.libraries.rutgers.edu/rul/projects/ebetharke/](http://www.libraries.rutgers.edu/rul/projects/ebetharke/)

**5. Digital Exhibits and Digitization Projects:**

- Coordination of physical and digital exhibits has become a regular process. It is being integrated into the policy on Digitization Projects mentioned above.
- The Music exhibit for fall 2013 has reopened the issue of digitizing the tapes and cassettes in the Moevs Collection. The Moevs family is considering issues of finance and rights toward the project.
- Rights issues for digitization projects are being addressed as part of our ongoing digitization efforts.
- Joining Hathi Trust via CIC will revitalize our Digital Preservation program.
- A digitization partnership with the Beth Mardutho Library has been launched on the Web. Publicity has been done on the RUL website and via the MELA-Net listserv.
- Caryn Radick, Digital Archivist, is coordinating a review of digitization priorities in Special Collections.
- Finding aids for Special Collections and the Institute of Jazz Studies are being created using EAD. Caryn Radick has worked on EAD finding aids and advised members of IJS staff in their encoding work.
6. Scholarly Communications:

- The Committee on Scholarly Communications worked with the Senate Committee on Research and Graduate Education on an Open Access policy which was approved by the Senate and by President Barchi. Jane Otto and Laura Mullen continue their involvement in the policy and its implementation.
- A program for Open Access Week 2012 focused on journal publishing. It was accompanied by a display of the related activities of the Libraries in scholarly communications.
- The Scholarly Communications website is being entirely reconstituted.

7. Personnel

- Caryn Radick had her second year review as Digital Archivist.
- Training for Preservation staff is addressed above.
- The changes in Special Collections / University Archives caused by the departure of Bonita Grant and the new rules on Type 4 employees will be addressed in Ron Becker's report.
- A search is being done for a New Jersey bibliographer and public services manager to succeed Bonita.

8. Future Issues

Collection Development and Budget:

- The largest issue confronting Collection Development is money. The State budget is inadequate to cover our subscriptions at the continuing level of inflation.
- Continued work with our new colleagues from UMD to negotiate best terms for a wide Rutgers, which must deal with new resources useful in medical and health-related teaching and research. The full UMD materials budget will be needed, and new funds will need to be created to permit both planning and reporting on our expenditures.
- The integration of UMD library resources was successful, but duplication of titles must be addressed to free up money to meet other needs.
- Also, the ability to sustain monographic acquisitions, whether print or digital, is in doubt. The Van Wagner endowment will run out in the near future. Endowed income is down, and Phononthon revenue is unpredictable in the economic conditions now prevailing.
- Continuing development of partnerships with Rutgers academic units to support acquisition of highly desired resources remains useful. These partnerships need to be tracked for annual follow-up. The termination of the partnership with SAS supporting ARTSTOR illustrates the fragility of such relationships.
- Development of partnerships with other regional research libraries in the areas of collecting cooperation, shared resources and offsite facilities. VALE should be an
important partner in this effort. Collecting cooperation with Princeton can be developed anew in the area of Jazz.

- RUL needs to reconsider the value of its national-level consortial arrangements. Does NERL meet our needs? Does Lyrasis? How will membership in CIC affect our work?
- Our arrangement with Ingram and our serials agents (EBSCO, Swets and Harrassowitz) must undergo continuing review.

**Collection Management:**

- Continued discussions are held with the library of the New Brunswick Theological Seminary on issues of common interest, especially removal of their holdings from the Annex.
- The closing of the Chemistry Library needs ongoing attention. The Physics Library needs continuing scrutiny too.

**Scholarly Communications:**

- Issues of hybrid or “gold route” Open Access remain under discussion.
- A policy about support by the University of sites like ArXiv, that provide open access preprints, and sites like BioMed Central and Public Library of Science, that give faculty of participating institutions discounts on submitted articles, remains on the agenda for the future.

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Also, the interim AUL has become a member of the editorial board of Europa Sacra, a Brepols series of monographs.

He also was involved in the Roman Coins project, including the presentation at State of the Libraries, preparation for the Loeb Foundation proposal by Classics, consultations about a future NEH grant proposal for that project, planning the digitization project and helping in the full integration of all coins into one sequence.

As interim Music selector, he is planning toward the digitization of the performance tapes in the Robert Moevs Collection and the Music exhibit planned for installation in Special Collections in the fall of 2013.
The Interim AUL also is treasurer of two societies, the American Cusanus Society and the Delaware Valley Medieval Association.