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MEMORANDUM

February 24, 2003

TO: Georgia Tech School Chairs

FROM: Richard Meyer – Dean & Director of Libraries

SUBJECT: Journal Subscriptions

Campus program additions and changes in research emphases over the past decade along with increasing prices and with a mandate from faculty to switch from print to electronic resources requires the Library's Information Consultants to **thoroughly** review the library allocation of funds for journals. This review will benefit from faculty input in assigning priorities to determine the best titles to add or retain.

Price projections from vendors lead us to believe that we will experience a serials inflation rate of 10 – 12 % for 2004. In the face of such an increase, the library must be prepared to substitute higher priority titles for lower priority titles. Implicit in this process is the concept that serial cancellations will release sufficient funds to cover anticipated inflation on the remaining core journals, to support the continued purchase of essential electronic databases and to preserve some dollars for monograph purchases. Up to \$500,000 in serials titles may be identified for reallocation. If the acquisitions budget is larger than expected, or if the inflationary increase is less than projected, we will cancel fewer titles, and can optimize the collection by pruning underutilized titles and purchasing unsubscribed titles that are necessary to support current faculty research and teaching.

Each school is being asked to evaluate the journal subscriptions in their core area, and also in areas where there is strong interdisciplinary crossover. Faculty will have ample opportunity to review the titles identified for possible cancellation and to provide feedback to the library. An explanatory letter to all faculty will be sent out soon. The letter will outline the process and timeline for the review. Lists of titles that are overpriced or diminished in value, and are identified as possible candidates for cancellation, will be posted on the web and sent to each school chair in March. (A title list of all Georgia Tech journals will also be posted on the web, for reference.) Schools will need to review the lists by April 30, 2003. The title lists will contain information on cost, ranking/impact, and holdings by other libraries. **Faculty input is critical to our making well-informed decisions and your collaboration is greatly appreciated.** An essential part of the process is to ask you, and your school, to identify the journal titles essential for your school's teaching and research activities, before any decisions on cancellations are made.

We hope the collaborative process will preserve those journals that are most important to the Institute and will allow us to add other titles equally as important. We continue to make progress on alternative methods of accessing scholarly information. Improved resource sharing, cooperative subscriptions, electronic subscriptions, and collaborative projects among universities and learned societies help us provide more acceptable solutions to coping with the rising costs of academic journals. The support of the faculty helps assure that we meet your needs effectively.

If you have concerns or questions about the project, please contact:

- *Richard Meyer – Dean and Director of Libraries-*
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Or the Georgia Tech Library & Information Center Serials Review Committee:

- *Tyler Walters - Associate Director for Digital & Technical Services –*
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 - *Nancy Simons - Head, Collection Development & Chemical Sciences Information Consultant –*
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The schedule for this process is as follows:

January/February, 2003: The library will gather and collate data and develop a preliminary list of titles proposed for cancellation.

March 15, 2003: Title lists will be sent to school chairs and will be posted on the web. Each school will review the proposed lists of titles to be cancelled, and rate the titles, as specified. For the Primary list for the school, each title should be ranked from 1 to 3. A ranking of 1 indicates the school believes the title ‘must be kept’. A 2 ranking indicates that the title ‘should be kept, if possible’, and a 3 ranking indicates ‘OK to cancel’. Not more than 40% of the titles on any given list should be ranked as ‘1’. For any Secondary lists, we ask that the school simply indicate those titles that are of rank ‘1’ – ‘must be kept’. Again, not more than 40% of the list may be ranked as ‘1’. In making these ranking decisions, faculty are urged to consider level of current use, price (and price increases), rating of journal (based on Impact Factors, rank within the specific field, reputation, etc.) and availability at other area libraries.

April 30, 2003: Schools return cancellation list to the library. The ‘ranking’ list needs to be returned as one, unified list. Comments from individuals - on any or all journals - are welcome and appreciated; however the ranking list needs to reflect the overall ‘School Voice’. Each school can determine the best mechanism to provide us with this information, based on their particular circumstances.

June 30, 2003: A complete list of all proposed cancellations will be available for faculty review.

July 30, 2003: Schools return any additional comments/requests to the library.

August 29, 2003: GA Tech Library processes titles slated for cancellation.