1. Introduction

Policy Statement

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The QUT Library Collection Development Manual (CDM) guides library information resource management at QUT Library. It outlines the current principles and practices that inform the selection, maintenance, access, assessment of return on investment, and deselection of information resources (electronic and print) across all branch libraries and made available via the QUT Library website.

The primary purpose of the CDM is to provide guidelines for Library staff involved in information resource management activities. At the same time, the CDM informs the wider QUT community and staff from other libraries about the acquisition and management of the Library’s information resources.

The CDM is considered to be a living document. It is updated as necessary and reviewed on a rolling three year cycle.
2. University and strategic context

The QUT Blueprint4 2014 is the University’s 5 year strategic Plan and includes the following key priorities relevant to the CDM:

- Measurably strengthen our teaching quality and learning outcomes
- Build QUT’s reputation as a selectively intensive research university

It sets out 6 main strategies with targets for 2016, with the following aspects relevant to the CDM:

- Realigning the composition of our student population
- Measurably strengthen our teaching quality and learning outcomes
- Build QUT’s reputation as a selectively intensive research university
- Develop a sustainable and highly capable workforce profile
- Build further QUT’s sense of community
- Focus on the various dimensions of our sustainability – environmental, social and economic.

The QUT Library Client Charter Services and Targets also articulates the Library’s commitment to the University community in relation to the provision of information resources and describes the availability targets for information resources.

3. Funding

Over the last few years, managing the effect of variable foreign currency exchange rates for the Australian dollar, combined with annual increases in funding levels for the Library Resource Allocation (LRA) have enabled the Library to maintain purchasing power and purchase adequate information resources to meet the needs of the University community. CDM 3.1.1 Budget Allocation and Appendix Library Resource Allocation Explained provide additional information.

4. Scholarly publishing and the higher education environment

The Library has a leadership role in providing expert advice to the university on developments in scholarly communication as it becomes increasingly available outside the traditional publishing environment. The Library makes its expertise in publication strategies including open access publishing, institutional repositories and guidance in the selection of highly cited journals known and available to academics and researchers to facilitate their access to high profile publishing and to ensure their research outputs are made as visible and accessible as possible on the Web. The Library is actively promoting and financially supporting researchers to publish in gold open access journals (author side payments) selected for their quality and peer review status.

Higher education trends for learning and teaching favour flexible, problem-based and work integrated learning practices. Both academics and students report that they are time poor. The number of researchers using on-site Library facilities has reduced to a few with most researchers firmly expecting that they will be able to meet almost all of their information needs from their desktops. Students continue to use the library’s physical facilities to a high degree. There is no question that in most cases, Library clients have a strong preference for electronic information access, leading to a rapid decline in the use of print serials and a more gradual decline in the use of the print monograph collection.

The Library has a policy of selecting and purchasing relevant, high quality electronic information resources and making them easily accessible to the QUT community. As a result, the Library now provides access to a greatly expanded range of high quality full text journals, reference works, e-books and non-bibliographic and research datasets.
Not all of the information needed by QUT staff and students is however, available in electronic form. A significant proportion of relevant published information is still published in print format only or in print format first, and a reducing proportion of the Library’s existing print holdings is not available for repurchase in electronic format. The Library’s physical holdings include collections of monographs, serials and audiovisual materials selected over time and not replicated in electronic form. However, an increasing number of back sets of scholarly journals are becoming available electronically and the Library is selecting these backsets where appropriate and affordable and discarding the duplicate print backsets. A majority of books are now being published in ebook format and is rapidly transitioning the Library’s purchasing of ebooks. Publishers of student textbooks have been slow to migrate to ebook formats, however the consumer market for ebooks and etexts is starting to grow rapidly, even if publishers are not generally licensing etexts to libraries.

The Library’s electronic and physical collections are complementary and together form a “hybrid library” collection. At this stage, the Library looks set to continue in this hybrid form for some years with a continued progression from print to electronic resources.

5. Digital repositories

In addition to its role as collector of published information resources, the Library has taken on an additional role as the creator and keeper of collections of the University’s digital assets stored and accessible using digital repository systems on behalf of the University. Digital repository collections currently available include:

- QUT Digital Repository
- The Course Materials Database (CDM) which is a database of copyright journal articles, book chapters, conference papers, law reports, cases etc. recommended by lecturers for student use.
- QUT Past Exam Papers
  - QUT Digital Collections
  - Cilento Gift Scripts
  - Asia-Pacific Images
  - Sugar Research
  - Construction Innovation
  - QUT Dance
  - QUT Stories
  - QUT Proceedings
- The QUT ePrints which is QUT’s institutional repository of published research outputs
- QUT Theses which is a collection of research higher degree theses, also available from the Australasian Digital Theses Program
- OzCase (hosted by QUT for the OzCase group)
- eJournal Hosting Service.

6. Access

QUT Library’s collections are available via a range of services and online systems including:

- QUT Library web site
- Quick Find
- Library Databases
- Subject Guides
- Fulltext Finder
- QUT Digital Collections
- QUT Library Catalogue
• Delivery from other libraries (document delivery)
• Borrowing
• Browsing the shelves

7. Staff

The Library’s information resources are shaped by the expertise and experience of Library staff, academics and researchers.

Liaison Librarians build relationships with the academics and researchers in their schools, faculties and institutes and become experts in understanding information resources for their discipline areas. They develop Faculty Liaison Plans which provide for faculty based plans to information resource management, as well as learning and teaching, and research.

Library Resource Services staff use their experience and contacts with publishers and vendors to order, catalogue and maintain a wide variety of information resources. They are also responsible for maintaining the digital repositories.

Library eServices staff develop and maintain the information technology infrastructure that underpins the Library’s electronic services and management systems and the management of the Library’s web presence.

Collection Access staff maintain the lending and shelving services that keep the physical collections accessible. They undertake scanning for the Course Materials Database and provide document delivery services for items not held at QUT.

The Library Research Support Team staff build relationships with academics and develop synergies between research services and systems and information resources services and systems to provide integrated services.

There are a number of in-house Library committees and combined Faculty/Library committees that monitor and make decisions on Library collection development and access.

8. Collaboration

University collaboration

The Library collaborates with other universities to improve the range of resources and services available.

The Council of Australian University Librarians (CAUL) operates as a consortium on behalf of all Australian university libraries in the purchase of electronic resources. Some national site licences have been arranged through CAUL with federal government funding, and through the Australian Vice Chancellors Advisory Committee.

Regional cooperation on collection development practices occurs through the Queensland Universities Office of Cooperation (QULOC).

Vendor relations

QUT Library has reengineered the acquisition, cataloguing and shelf-ready processing of new monographs and serial subscriptions through selection, partnering and contracting with preferred library vendors for the supply and shelf-ready processing of monographs and serials.

The Library has been able to negotiate greater value for money, more advantageous licence agreements and value added service through these collaborations.
9. Collection development principles


### Modification History

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<td>3. Funding, 6. Accessibility, 8. Vendor partnerships</td>
<td>Associate Director, Information Resources with IRMG</td>
<td>Updating</td>
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