

# Evaluating Collections on a Regular Basis

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# Approaches

- ▶ Minimalistic
- ▶ Growing
- ▶ Holistic

# Miminalistic

- ▶ Data

- ▶ amount spent,

- ▶ # of resources in entire collection

- ▶ # of subject specific resources

- ▶ Opinion

# Growing

- ▶ Easy to gather data
  - ▶ Longitudinal trends in circulation of print collection
  - ▶ Longitudinal trends in spending
  - ▶ Longitudinal trends in collection growth
  - ▶ Service details
- ▶ Details about subject librarian - qualifications
- ▶ Connect to specific accreditation requirements, if available

# Holistic

- ▶ Distribution of collection by age and format
- ▶ Comparison of subject area with collection as a whole
- ▶ Use of electronic resources
- ▶ Comparison of holdings with ILL requests
- ▶ Comparison with peers - current and aspirational
- ▶ Lots more data

# Implementing the process

- ▶ Buy in
  - ▶ Library administration
  - ▶ University administration
  - ▶ Subject librarians
  - ▶ Subject Departments

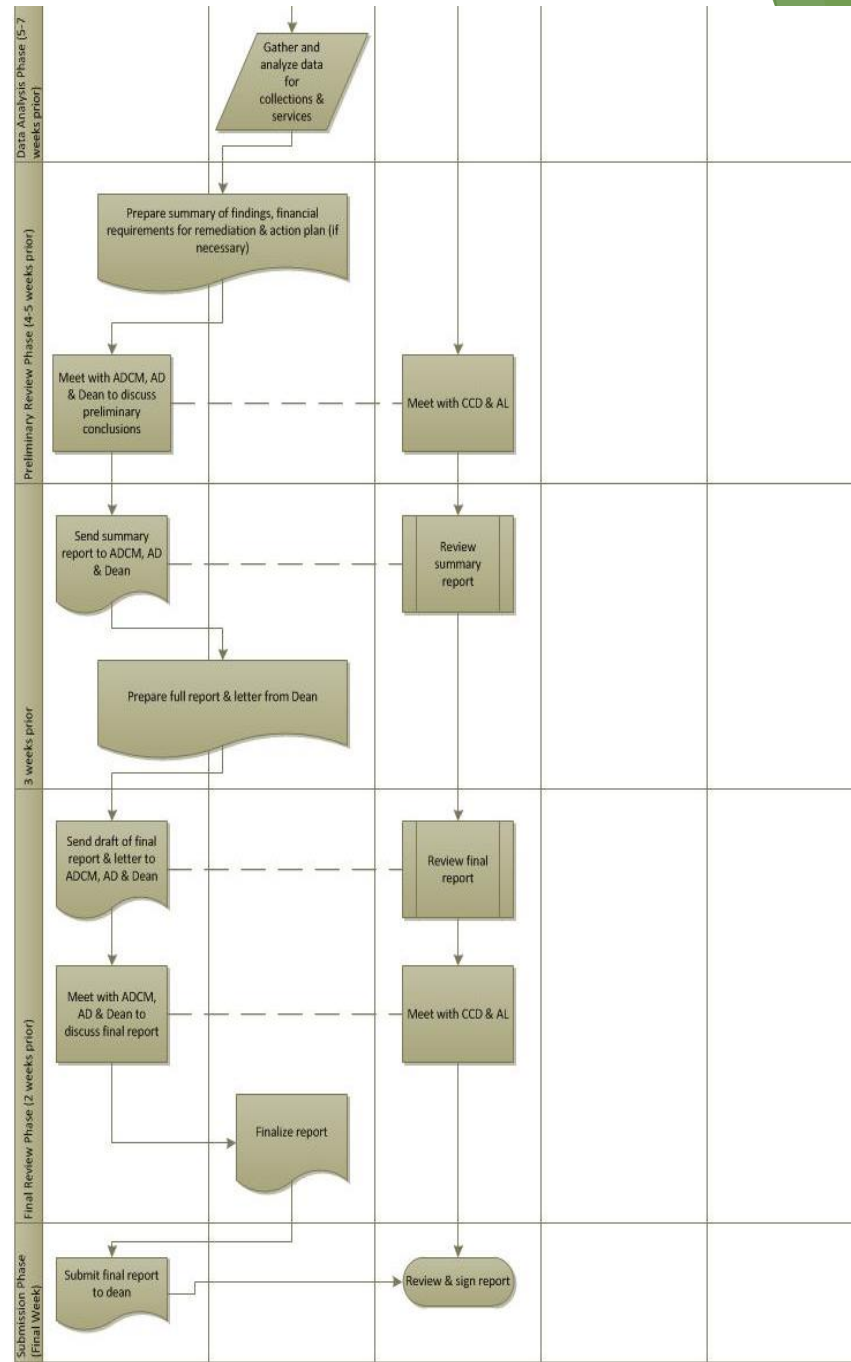
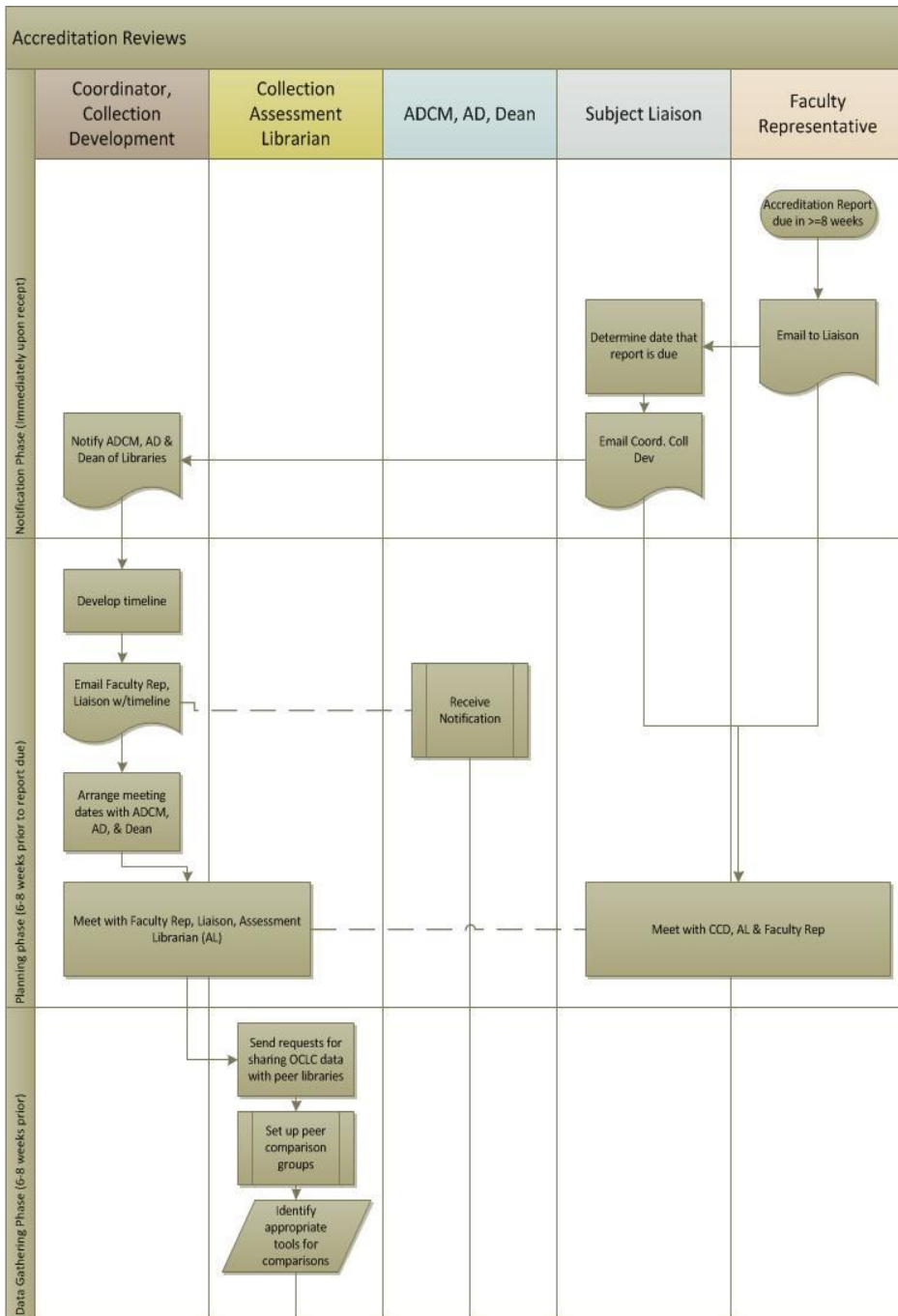
# The people involved

- ▶ Coordinator of Collection Development
- ▶ Collection Assessment Librarian
- ▶ Assistant Dean for Collection Management
- ▶ Library Associate Dean
- ▶ Library Dean
- ▶ Subject Liaison Librarian
- ▶ Faculty Representative from Academic Department.

# THE PROCESS

- ▶ Communicate
  - ▶ Meetings, Meetings, Meetings
- ▶ Data, data, data
- ▶ Trust but verify





# Notification phase

- ▶ Receive notice of need
- ▶ Determine date due
- ▶ Determine who to involve.

# Planning Phase

6 to 8 weeks before date due

- ▶ Develop timeline for work
- ▶ Arrange meetings - with department, Library Dean
- ▶ Meet with Department

# DATA GATHERING STAGE

- ▶ Set up Peer Groups
- ▶ Usage Consolidation
- ▶ ILS stats
  - ▶ Circ
  - ▶ ILL
- ▶ World Share Collection Evaluation
- ▶ Internal Data

# Preliminary Report

- ▶ Summary of findings
- ▶ Meet with Library Dean
- ▶ Share with Subject Librarian

# The Report

- ▶ Executive Summary
- ▶ Introduction
- ▶ Collections
- ▶ Services
- ▶ Facilities & Equipment
- ▶ Assessment
- ▶ Cover letter from Library Dean

# Next steps

- ▶ Re-evaluate report
- ▶ Subject Collection specific policies
- ▶ PDA Analysis

**QUESTIONS?**