MAPPING OPEN ACCESS TO E-RESOURCES WORKFLOWS

Investigating new content for purchase

Hybrid OA

- **Offset agreements / APCs** - Offset agreements are intrinsically linked to journal/big deal subscriptions. Therefore if gold OA via hybrid journals is to be used, these journals must be considered as part of the wider costs
- **Total Cost of Ownership** - TCO follows on from the above point. If offset agreements are not in place with hybrid OA, then the costs to the library will increase.
- **Licences: article licences (CC) / resource licence** - Are CC BY licences the default licence? Not all publishers offer this. In the case of the RCUK mandate this is required. This needs to be investigated as part of the initial desk top review.
- **Pre-payments for APCs (and other business models)** - A one-off pre-payment for APCs may be desired, and could be paid as part of the journal subscription. This may be the only way to achieve an offset agreement.
- **OA in aggregator / secondary information sources and impact on subscription** - A hybrid journal is not always OA - does the publisher licence content to secondary information sources and if so is the article still OA? For those considering subscriptions to aggregated content - how much of the content is born OA?

Open Access

The following relate to validation for OA content regarding collection development.

- **Predatory publishers** - Although use of 'Beall's list' is not recommended, checks must still be made: the 3 points below are a good place to start.
  - **DOAJ / ISSN ROAD** - Inclusion in DOAJ is now peer reviewed and requires a number of checks to be made for each title. A DOAJ seal is also awarded to titles that fulfil all criteria. ISSN ROAD lists DOAJ titles with ISSNs.
  - **OASPA / COPE membership** - Memberships of either organisation are another sign that the journal fulfils quality criteria.
  - **Licensing stated** - Again, journals that are open about the licences used are a good starting point.
- **Other repositories / CORE** - In addition other repositories can be tracked if a knowledge base is used as part of library discovery. It is hoped that CORE can also become discoverable in this way.

Acquiring new content

Hybrid OA

- **APC workflow** - Prior to acquisition of new content, it is important to understand the APC workflow with the proposed publisher. This may differ widely from publisher to publisher and often requires training and clear assignment of duties.
- **APC fund** - Essentially who is paying, or from which budget is the APC payment coming from - is it part of the subscription, a separate library fund, or a central / school fund, which may or may not be administered by the library.
- **Negotiation on the terms of availability** - This point covers the negotiation of the top 3 points in the previous section.

Open Access

- **Terms of use** - Although an article is available on open access, it sometimes comes with specific licence terms that may affect use: hence, there is a need to be aware of any limitations around the access available.
- **Institutional OA journals, Library presses, Academic led publications, Data, Books** - The rise of new University Presses and library publishing may result in the library itself publishing content.

Preservation

Hybrid / OA

- **Repositories** - An open question - do repositories actually count as preservation?
- **Preservation policy** - Have OA titles been added to the collection management and development strategy under preservation?
- **Shared risk** - Is there a shared risk in the fact that lots of copies of the OA articles may be held in repositories?
- **LOCKSS / Portico** - Has the publisher (possibly university publisher) signed up to one of the various preservation resources? This should be checked as part of the initial investigation.

TERMS
Techniques for Electronic Resource Management

- Investigate
- Acquire
- Implement
- Evaluation and review
- Cancel/ Replace
- Preserve

Implementation

Hybrid OA

While this is relevant to publication in hybrid OA regardless of whether a subscription to that title is held, for hybrid titles that do come as part of a package, publication in these titles could be seen as part of the implementation of the subscription. Therefore, the following questions and tasks need to be completed:

- **Is the article actually open access (checking)?**
- **Is the right licence applied?**
- **Record any issues arising.**
- **Add article to repository (as it is Gold).**

Open Access

- **Add to discovery tool index** - Like any title, OA journals need to be added to the library discovery tool - assuming that this has been checked as part of #1.
- **Technical testing and checking public discovery** - Like any new resource, an OA journal needs checking to make sure that access works, e.g. via the library discovery tool.
- **Marketing and training** - Again, an OA journal needs embedding.
- **ERM (national or local) and admin information** - OA titles should be added to the ERM so that information about them can be tracked.
- **Absence of AuthN and AuthZ** - Whilst open access does not require authentication and authorisation by definition, what options might be available for accounting and IdM to monitor access, plus personalisation of access in keeping with related toll access services.

Cancellation and replacement review

Hybrid / OA

- **Implication(s) for OA articles / APC paid articles if a deal is cancelled** - Hybrid OA gives further implications than those listed in TERMS if the big deal is cancelled. One could be an increase in APC costs.
- **Ongoing OA** - If hybrid or fully OA titles are cancelled / withdrawn they need to be kept on record to make sure that they remain discoverable. This links into ongoing access through preservation (see next section).

Ongoing evaluation and access, and annual review

Hybrid / OA

- **Does the APC workflow work?** - Regarding hybrids, part of the review process needs to include an assessment of whether the APC workflow actually works. Was payment always successful, did the correct licences get added, how staff intensive was the workflow?
- **What is the value added by the library / institution?** - Following on from the point above, does the title add value? For hybrids, did the cost of the APC add value? For OA titles, were they actually used?
- **Dealing with user feedback** - Were all issues recorded in the ERM or equivalent system? Were they reported to the publisher and will this impact on negotiation - why are you paying an APC if the wrong licence is applied and the title is not always OA throughout the subscription period?
- **Bibliometrics / impact / compliance** - While it is possible to measure COUNTER stats for hybrid OA titles - and this needs to be compared with non OA articles in the same journal, OA article usage cannot always be measured. If not, what other measures are there and can these be used to make decisions about further access?
- **Usage: Hybrid journals** - Related to both value added and usage, have the hybrid OA articles proved value for money when comparing costs of APCs and usage? Also, after separation of gold open access statistics, do the remaining subscription titles prove value for money?
- **Collection curation** - Like all titles, OA titles need to be pruned to reflect the needs of the collection.