Saying goodbye to the “electronic resources” fund: Restructuring the library budget for the age of e-resources

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Apr 9, 2014
- Five undergraduate colleges and two graduate universities
- One Library with single location and budget
- All seven academic institutions contribute to the Library’s budget as a consortium
What will this presentation offer?

- What is a Library Materials budget and what do we need it to be
- What kind of funds we need in order for the budget to fulfill its purpose
- New concepts and a new way of thinking about the Library budget as a tool for planning and reporting, for both management and selectors
Library’s budget

- Operations budget
- Materials budget
  - Collections – divided by subject/discipline
  - Collections support
A budget provides a focus for an organization, as it aids the coordination of activities, allocation of resources, and direction of activity, and facilitates control.

Budgeting has two primary functions: planning and control.

Purpose of a budget

- Planning of activity
- Allocation of resources
- Control of resources
- Communicating of the planning
- Visibility of the organization’s performance
- Accountability
Reporting

- Annual survey data for various associations
- Internal assessment activity for Library management
- Justifying funding request before our constituencies and funding bodies - (University/College/City) Administration
The traditional Library budget funds

Books *material type*

Journals *material type*

Standing orders *nature of spending*

Media *material type*

Electronic resources *material format*
The “Electronic resources” fund

- E-journal subscriptions
- E-book purchases
- Backfile purchases
- Full text journal databases
- Datasets
- Streaming media
- E-book subscriptions
- Primary sources
Challenges with current budget structure

- Hard to plan purchases if part of the fund is committed to ongoing expenditures
- We need to be able to (more easily) track overall increase in ongoing commitments
- We need to consistently charge the same type of expenditures on the same fund
- We need to be able to not only track, but also plan expenditures per material type
Annual survey data we report

- Purchases of Books, Serial Backfiles, and Other Materials
- Electronic Expenditures
- Audiovisual Expenditures
- Ongoing Commitments to Serials Subscriptions
- Ongoing Commitments to Serials Subscriptions (Electronic)
- Books Added By Purchase
- E-journals - Current Titles Received
New budget structure

- Discipline
- Material type
- Nature of spending
- Material format
Disciplines

- ah – Arts and Humanities
- ss – Social Sciences
- st – Science and Technology
- as – Asian Studies
- sc – Special Collections
- md – Multidisciplinary
<table>
<thead>
<tr>
<th>Material type</th>
<th>Material format</th>
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<tbody>
<tr>
<td>b - Books</td>
<td>p - Print / physical</td>
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<td>j - Journals and</td>
<td>e - Electronic</td>
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<td>journal databases</td>
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<td>m - Media</td>
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Nature of spending

- o - Ongoing
- a - Approval Plan autoship
- s - Standing orders
- Unmediated demand driven
- f - Firm/outright purchases
Books

- Print
- Electronic

Print
- Firm orders
- Autoship
- Standing orders
- DDA?

Electronic
- Firm orders
- Standing orders
- Ongoing subscriptions
- DDA?

http://www.canstockphoto.com

www.fernandobiz.com
Journals and journal databases

- Print
  ![Print Image](http://www.flickr.com/photos/thefirebottle/122895549/)

- Electronic
  - JSTOR Arts & Sciences I Archive Collection
  - JSTOR Arts & Sciences IX Archive Collection
  - JSTOR Arts & Sciences VIII Archive Collection
  - JSTOR Arts & Sciences X Archive Collection
  - JSTOR Arts & Sciences XI Archive Collection
  - Knovel Library
  - LexisNexis U.S. Serial Set Digital Collection
  - Lyell Collection

- Ongoing subscriptions
- Firm orders
Non-journal databases

- Electronic
  - Ongoing subscriptions
  - Firm orders

Media

- Physical
  - Firm orders

http://www.flickr.com/photos/elgrandee/3217549652/
<table>
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<th>Nature of spending</th>
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<td>(book)</td>
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<td>e-books</td>
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<td>xxboe</td>
<td>Books</td>
<td>subscriptions + hosting fees</td>
<td>e-books</td>
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<td>Books</td>
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<td>backfiles, single articles</td>
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<td>Journals</td>
<td>subscriptions + hosting fees</td>
<td>e-journals, FT and Index-only journal databases</td>
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<td>Journals</td>
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<td>print journals</td>
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<td>Media</td>
<td>purchases</td>
<td>physical media</td>
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<td>Non-journal databases</td>
<td>purchases</td>
<td>datasets, primary source databases, e-media</td>
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<tr>
<td>xqjoe</td>
<td>Non-journal databases</td>
<td>subscriptions + hosting fees</td>
<td>datasets, e-media, ongoing access fees + newspapers</td>
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</tbody>
</table>

Disciplines:
- AH: Arts and Humanities
- SS: Social Sciences
- ST: Science and Technology
- AS: Arts and Science
- SC: Social Sciences
- MD: Multidisciplinary

Material type:
- b: Books
- j: Journals
- m: Media
- n: Non-journal databases

Nature of spending:
- f: Firm (one time purchase)
- o: Ongoing
- a: Autoship
- s: Standing orders

Material format:
- e: Electronic
- p: Print/Physical
Re-mapping

Books – xxbfp, xxbap

Journals - xxjop

Standing orders – xxbsp

Media - xxmfp
The late “Electronic resources” fund

- **E-books**
  - **xxboe** - Ongoing: e-book collections subscriptions, hosting fees for packages
  - **xxbse** - E-book standing orders

- **E-journals and journal databases**
  - **xxjoe** - Ongoing: subscriptions, hosting fees/maintenance
  - **xxjfe** - Firm: backfiles, individual article purchases

- **Non-journal databases**
  - **xxnoe** - Ongoing: subscriptions, hosting fees/maintenance
  - **xxnfe** - Firm: datasets, one-time primary sources, etc.
Allocating per discipline - example

- E-books: 5%
- Print books: 15%
- Print journals: 0.5%
- Non-journal content: 29%
- Media: 0.5%
- E-journals & DBs: 50%
Allocating per discipline - example

- E-books: 5%
- Print books: 15%
- Media: 0.5%
- Non-journal content: 29%
- E-journals & DBs: 50%
- Print journals: 0.5%
- Autoship: 7%
- Standing orders: 1%
- Firm orders: 4%
- DDA: 3%
Allocating ongoing vs. firm

- Non-journal content: 29%
- E-books: 5%
- Print books: 15%
- Print journals: 0.5%
- Media: 0.5%
- E-journals & DBs: 50%

Previous year appropriation + % budget increase
Allocating ongoing vs. firm

Total = Previous year appropriation + % increase

Ongoing = Previous year expenditure x overall subscriptions increase (~4.5%) + any additions (new subscriptions or hosting fees for purchases)

Firm = Total – ongoing
Any subscription added during the FY is initially paid on a firm order fund. Example: New history journal – ahjfe (arts and humanities, journal, firm, electronic)

When allocating the ongoing journal fund for the next FY, the order is moved and the amount is added to ahjoe (arts and humanities, journal, firm, electronic)
Allocating ongoing vs. firm

FY14:
Total: $320,000 for non-journal databases
Ongoing: $310,000
Firm: $10,000 (3.13%)

FY15:
Total = $320,000 + 2% increase = $326,400
Ongoing = $310,000 + 4.5% increase + $450 hosting fee = $324,400
Firm = $326,400 - $324,400 = $2,000 (0.6%)
Planned and controlling budget expenditures in a transparent and consistent way is essential!
Take-aways

Modifying our Materials budget structure to account for the three critical aspects of library materials expenditure, in addition to discipline/subject, could give us the tools we need in order to succeed.
THANK YOU!

QUESTIONS?

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