LIU Libraries E-Resources Collection Development Guidelines
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FINAL

I. Introduction

These guidelines apply to the purchase, collection, and provision of access to electronic resources for use by all LIU campuses, from both on and off campus.

Electronic resources are defined as resources that are accessible from a computer, tablet or other mobile device. Electronic resources may include ebooks, ejournals, electronic reference resources, full text, and abstract/indexing online databases, streaming video and audio, online image archives, free Internet resources, Open Access titles, research tools, and electronically-available government documents.

Purchasing decisions of university electronic resources should be based on the educational needs of students, faculty, and staff; the unique populations and curricula of individual LIU campuses should be taken into account wherever possible. The scope of this policy does not extend to databases and/or software to which other campus units may subscribe.

II. Selection Criteria

1. General Criteria
   E-resources are selected only if:
   - Their content, intellectual level, depth of coverage, and quality of information are judged appropriate for LIU’s curricula and user populations
   - Their producers are reputable, reliable, and authoritative
   - The information and updates they provide are current, accurate, and complete
   - Choosing an electronic format would provide greater accessibility to information than other formats
   - The information they provide is unique or minimally duplicates that contained in the Libraries’ other resources.

2. Content Criteria
   - Subjects: E-resources are selected for specific subject or interdisciplinary content to support the curriculum and research needs of our users.
   - Coverage: E-resources are selected for their coverage of full text content or abstracts. They cover both current and retrospective information and data sources.
   - Currency: In areas where currency is a factor, e-resources are selected based on the currency and timeliness of the information.

3. Access
   E-resources selected should:
   - Be deliverable via the web
   - Allow authentication by IP address
   - Be compatible with the Library’s existing proxy server and software
4. User-Friendliness
   E-resources selected should:
   - Include on-screen help and/or tutorials
   - Allow for basic and guided/advanced searching
   - Have the ability to print, save, and email results and/or articles
   - Provide helpful error messages

5. Cost Considerations
   E-resources should be selected only if:
   - They are cost-effective
   - The Libraries’ have the ability to sustain their cost for the foreseeable future
   - Their potential usage and/or uniqueness of information justifies their cost

6. Vendor/Publisher Considerations
   The Libraries prefer vendors which provide:
   - Responsive customer service and technical support
   - High-quality training programs
   - High-quality tutorials for users
   - Continued support for the products via updates or new versions
   - Thorough and clear documentation

7. Technical Considerations
   The Libraries expect e-resources to:
   - Meet usual and customary technical standards in the industry
   - Allow for local customizations via system administration access for the Library
   - Be compatible with the Library’s existing and/or future hardware
   - Be compatible with standard web browsers if accessible via the web
   - Provide usage statistics in a user-friendly format (preferably COUNTER** compliant).

8. Purchasing Model
   The Libraries may purchase resources based on one or more of the following models:
   - Subscription: Subscription-based access to an e-resource
   - Subject sets: Access to pre-packaged collections in particular high-interest subject areas
   - Perpetual access: Ongoing access to an e-resource after the license has lapsed or expired
   - Demand-driven Acquisition: E-resources acquired in response to patrons' direct requests or selections

9. Licensing Considerations
   The Libraries prefer to deal with vendors which provide favorable terms concerning:
   - Copyright
   - Printing/sharing
   - Interlibrary Loan
   - Archives and preservation
*III. Selection Criteria

Feedback from teaching faculty, students as well as library faculty and staff during trial periods is an important source for input into the selection process. Relevant professional reviews may be consulted.

*IV. Criteria for Cancellation

Though no specific formula exists, a subscription to a product may be cancelled due to one or a combination of the following factors:

- Usage: Statistics suggest consistently low usage over a significant period of time.
- Cost: The e-resource is no longer cost-effective.
- Relevance: The content provided does not support the curriculum and research needs.
- Competitiveness: A competitive or better product becomes available, including a more user-friendly search interface, providing greater and more reliable access at a reasonable cost, or meeting other key criteria not met by the current database provider.