

MATERIALS BUDGET ADJUSTMENT STRATEGY

Collection Managers Forum

February 25, 2004

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DUPLICATE MONOGRAPHS TEST

MARCH 1 - JUNE 10, 2004

DEFINITIONS:

Duplicate = 1+ available (circulating) copies on OSCAR, or
5+ available (circulating) copies on OhioLINK, or
online in OSCAR or OhioLINK

"OK" dup =	Reserve	Dup needed for closed reserve
categories	Reference	Ready reference needed in multiple locations
	Replacement	All copies withdrawn, missing, too damaged to use...
	Circulate	All OSUL copies are non-circulating
	High use	High circ, copies unavailable/holds, hot topic for papers.
	At risk	Known theft risk, dup needed to ensure access

Low Priority Dups = Duplicates not in 6 "ok" dup categories

FIRM ORDERS:

- Requestor submits monograph request for purchase
- MOD returns un-indicated dups to requestor with data on # copies
- Requestor confirms purchase of all dup requests by indicating category (1-6 ok / low priority)
- MOD adds internal note with dup category, # available copies in OSUL or OhioLINK
- Dup is ordered
- After June 10, duplicates requested during test are tallied by number, type, and cost per fund

APPROVALS:

- MOD displays approval books without prior searching in OSCAR
- Selectors streamer approval books as:
 - 1) Must have - Keep regardless of # copies in OSUL / OhioLINK
 - 2) Access - Keep if no OSUL holdings or less than 5 OhioLINK available copies
 - 3) Return - Return to vendor
- Approvals are searched in OSCAR/OhioLINK prior to processing
- ACCESS titles with # available copies in OSUL / OL are returned to vendor
- Internal note added to track "must have" duplicates
- After June 10, duplicates streamered during test are tallied by number, type, and cost per fund

POSSIBLE OUTCOMES:

Low dups / little savings:

No need to track beyond test

Moderate dups / savings possible:

Provide feedback to all selectors to slow dup requests

High dups / savings needed:

Provide feedback to all selectors; develop incentives to lessen acquisition of lower priority duplicate monographs