People Profile: Carolyn Kopper

Editor
Cancellations of Print Journals ... from page 18

ments to view and annotate. Each department keyeeed in its cancellation decisions on the spreadsheets. The recorded decisions were necessary for processing the cancellations.

We set up numerous fields in the Access tables which allowed users to create queries and reports that were very helpful. We could easily view the possible cancellation candidates listed by publisher, price, and use. We created lists of duplicates at UCD General Library departments or at the two Health Sciences Libraries. Also, we constructed lists of those candidates receiving comments from faculty. The General Library prepared a database of comments electronically submitted by faculty. The comments were then distributed to library departments according to the academic departments of the faculty members submitting comments.

We consulted with other library departments of the General Library about duplicates of print journals to consider for cancellation. The consultation between the two Health Sciences Libraries was especially important.

Collaboration

Collaboration was necessary to help with the decision-making process. We worked with librarians and library staff in the Health Sciences Libraries, the other departments of the General Library, on other UC campuses and at the CDL. Our consulting with other collection development librarians at UCD centered on interdisciplinaiy areas, such as biological sciences, animal culture and psychology. We consulted with other UC librarians in biomedical or health sciences libraries with whom we had made cooperative arrangements.

Support for Decision-Making

Librarians responsible for deciding which journals to cancel at the Health Sciences Libraries greatly relied on support from library staff at the Health Sciences Libraries and at the Shields Library. Staff at the Carlson Health Sciences Library were particularly helpful. They conducted bibliographic checking, procured lists of subscribed journals from vendors, and provided substantial amounts of information, such as locations, prices, and current publishers. Student assistants and staff in Collection Development and in Access Services assisted with compiling usage statistics and keying data into databases and spreadsheets. These efforts represented a huge workload and were greatly appreciated.

Results

Based on the data collected, over 700 journals were cancelled, resulting in significant savings that could be used to support electronic collections.

Processing

The work on cancelled titles started after the cancellation lists were finalized. The processing was a collaborative effort among several library units, spearheaded by Health Sciences Technical Services (HSTS). At HSTS, four library assistants were involved at various stages of the process. They notified vendors/publishers about the cancellations, closed records, updated holdings information in the local ILS, and sent unbound issues to the bindery. They also updated the library holdings in SERHOLD, the National Library of Medicine's holdings statement database for biomedical serial titles. The cancelled title lists were sent to the library's Systems Department where notes related to cancellation information were keyed in systematically. The lists were also forwarded to Health Sciences Library Circulation Services to remove call number labels from shelves in current periodical stacks for those cancelled titles.

IMPACTS/OUTCOMES ON TECHNICAL SERVICES

The cancellation projects have had major impacts on technical services. There are fewer print titles in the collection as a result of the cancellations. At the same time, there is an increasing number of electronic titles in the collection. CDL negotiated the licenses for most of the electronic journals to which UCD has access. CDL also acquires and catalogs those electronic journals through the Shared Cataloging Program (SCP). The work still involves traditional tasks because of the existence of the print collection, but it is also necessary to learn to use new tools to work with electronic resources. While routine tasks are diminishing, new complex and diverse tasks are increasing. The work in technical services has shifted from step-by-step processes to more dynamic, complex tasks, such as information gathering, troubleshooting for online access, and coordination/cooperation with other units in managing electronic resources. This change in our work affects acquisitions, cataloging, maintenance, check-in, binding, and support for collection development. It also requires a higher level of skills for staff to support electronic resources.

We are doing less cataloging for electronic titles because of the SCP, but we are maintaining a growing number of electronic journals because of the large number of electronic journals licensed by the CDL. To ensure access to these electronic journals, in CDL packages as well as locally licensed, we have been more involved in resolving problems associated with access to electronic resources, maintaining accuracy of URLs, and online coverage notes. We fix problems for the titles HSL has licensed, but report others to the SCP or other CDL cataloging units. More than ever, we are cooperating and collaborating with SCP and other CDL cataloging units in order to maintain the high quality of cataloging records. We are aligning our local cataloging practice with SCP cataloging guidelines; at the same time, we strive to preserve local information customized for UCD users.

We now have fewer print titles to catalog as a result of the cancellations, but we are doing much more maintenance work with the print collection. As we load SCP records into the local ILS, we identify those records for print titles that need to be cleaned up or re-cataloged. Recataloging triggers maintenance on other associated records (subscriptions, holdings, and item records) and on physical volumes in some cases. Some cataloging maintenance work, such as changes in ISSN and publishers, has been incorporated into the journal check in process.

The work in acquisitions has changed. To better manage locally licensed electronic titles, we note in the records whether the titles are paid or "free" with print subscriptions. We catalog electronic titles with licenses that conform with the CDL model license. For those electronic journals without acceptable licenses, we document...continued on page 22