

**European University Institute (EUI) Library
Collection Policy Working Group***

Collection Policy: Coping with Change

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Web adapted version

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1. Introduction

This document provides guidelines on collection development at the EUI Library for the short to medium term. It complements and updates a 2003 document - *Collection Policy in Transition*. The updated guidelines take account of major changes that have occurred in the meantime – both in the broader world of scholarly communication and at the EUI, which in recent years has significantly increased its programmes and activities. For the latter, we refer in particular to the new post-doctoral academic programmes, the reorganisation in teaching and curricula and the emergence of new research interests in the academic departments. At the same time, thanks to the Library's strategic plan - presented to the High Council in 2007 - the acquisition budget has substantially increased. This has led the Library to adopt a broader acquisition policy. These factors, together with the evolution of demand from researchers, professors and fellows has led the Library to quickly adjust course and in some cases to change strategies and procedures. The Library is also carefully tracking the quickly evolving developments in the use of new research and information tools. In recent years the physical structure of the EUI Library has been almost completely renewed. This has not only made the space more comfortable and functional, but also (a not insignificant fact, in terms of collection management) - has provided a remote storage to accommodate less-used books. These new facilities should provide for the necessary growth in the coming years. A regular weeding of the collection will remain necessary.

The profile of the Library reflects the evolving research activities of the EUI in its disciplinary areas of excellence. Although relatively limited in size, when compared to libraries of larger universities, the collections of the EUI Library represent a unique and highly relevant selection, strongly focused on the needs of all EUI scholars.

The collection policy of the Library supports the mission of the EUI, as indicated in Article 2 of the Convention: to contribute to the development of the cultural heritage of Europe "as a whole and in its constituent parts" including the "movements and institutions" and awareness of "relations with cultures outside of Europe."

2. Fundamental Aspects of EUI Library Collection Policy

Currently we can identify different levels of collection development in the EUI Library.

- The first consists of the large themes that are a constant in the research interests of the EUI, forming what we can define as the 'core collection'
- The second consists of collections in support of research programmes destined to conclude in a definite time frame, or doctoral theses and post-

doctoral programmes and other academic activities on very specialised topics, which sometimes are peripheral to the major trends of research at the EUI.

This distinction is also evident in the management of the financial resources destined for acquisitions. In fact, to satisfy the needs arising from doctoral theses and from projects hinging on research themes which diverge from the central trends, appropriate funding is set aside for the acquisition of library materials, or interlibrary loan (ILL).

Taking these principles as a point of departure and considering the academic activity of the EUI, the fundamental points of a collection policy for the Library can be identified and outlined as follows:

- Focus on European themes
 - Multi-lingual approach (within the limits specified below)
 - Comparative and contextual approach
 - High degree of interdisciplinarity
 - Direct access
 - High capability to react to the evolving needs of scholarly communication
- Dissemination, curation, archiving of the EUI scientific output (via Cadmus, the EUI institutional repository) Open Archive Initiative (OAI) compliant

To a greater extent these elements have already been incorporated into the organisational culture of the Library. The Library staff closely monitors developments and initiatives related to Open Access.

3. Core Collection

3.1 Disciplines, Departments and Research Themes

The mission of the Library is to support the research and teaching activities of Professors, PhD researchers and Fellows in the four academic departments, the Max Weber programme and the Robert Schuman Centre for Advanced Studies. In support of this mission, the Library has four information specialists (one for each Department), an EDC librarian, and a reference librarian. Collection policy recognises the specific priorities of each sector. Further details of the individual characteristics of library provision for the main academic disciplines may be found in the appendices to this report.

3.2 Focus on Europe and the European Union

A central focus of the Library is Europe and the European Union in its various aspects. In this area the Library of the EUI seeks to maintain a high degree of completeness and quality through a dedicated work of selection.

Another pillar sustaining the European studies carried out at the EUI is its European documentation. The Library has the status of European Documentation Centre (EDC) [see attached relevant Annex]. and receives, free of charge, all the official publications of the EU. It also maintains a comprehensive collection of the publications of the Council of Europe.

The value of these collections is highlighted by their proximity to the Historical Archives of the European Union. These two elements complement each other, producing one of the most exhaustive collections of documents in the field of European integration, a unique patrimony recognised by the numerous scholars from Europe and abroad who request access to the Library and the Archives.

3.3 Academic Disciplines

The Library collections are essentially based on the profile and activities of the four academic departments [see annexes], the Robert Schuman Centre for Advanced Studies (RSCAS) and the Max Weber Programme (MWP). As examples, some of the principal disciplines are listed below:

Legal theory, European law, Comparative law, International law, Political and social theory, Comparative politics, Political sociology and Political economy, Politics of European integration and processes of Europeanisation, International relations and International political economy, Macroeconomics, Microeconomics, Econometrics, International economics, European monetary economics and policy, Statistical theory, Interdisciplinary history of Europe from early modern times, Gender studies, and recently Cultural history, Science history, History of religions, History of science, Transnational and global history

3.4 Themes

Central themes of the research at the EUI, reflected in the Library collections include: European institutions and governance, European competition and regulation, EU integration and enlargement, Migration, European economy, Labour economics, European monetary union, Welfare states, Globalisation, Citizenship and democratic legitimacy, Mediterranean studies, European integration policy and history, National identity in Europe, EU and human rights, Political parties and democracy, Rethinking the history of Europe,

History of European expansion , Population, Family and gender, History of European culture (16th to 20th centuries), Development of industrial societies and modern political regimes, Comparative and transnational history, Women's history and, more recently, Security issues, Terrorism, and Global financial crises.

3.5 Recent Developments

In recent years – and in line with the evolution of current research activities at the EUI academic departments and centres – significant adjustments have been introduced to the Library collection development profile (for more details see the annexes). Importantly, there has been a greater focus on Central and Eastern Europe, Russia and the countries of the Near East. This trend affects all the departmental areas and research programmes. It should also be considered that in the globalised dimension it is increasingly difficult to delimit the focus on European issues from broader global themes. The comparative and interdisciplinary approach - the basic features of the EUI since its foundation – constitutes challenges for a coherent collection policy.

3.6 Country Oriented Basic Collections

In line with the comparative approach that characterises a large part of the research activity of the EUI, the policy of building the collections does not focus on individual countries as such, but on components of the European dimension and on a more general global perspective using transnational comparative methods. Obviously this type of research is not possible without basic documentation from the individual countries in the original languages. The needs of the disciplinary areas of the EUI in relation to the 'national' collections vary significantly (for example, History and Law have greater needs in this regard); however, it is possible to identify a set of publication types that could be considered essential for the collection of single countries as indicated in the following ideal profile:

- a) Dictionaries, encyclopaedias, bibliographies and other reference tools
- b) Newspaper archives
- c) Official publications (mostly accessible for free)
- d) Law Reports
- e) National statistics and census (survey data)
- f) National bank documents and reports
- g) Series of foreign policy documents, post-1945
- h) Working papers
- i) Relevant monographs in EUI disciplines (included national histories)
- j) Relevant journals in EUI disciplines

With regard to official resources relevant to individual countries, online access will be used where possible. The growing importance in recent years of East Asia, Latin America and North Africa also has to be considered. The Library seeks to comply with these information requests and to find appropriate solutions.

3.7 Languages

Library materials are acquired in all European languages with a predominance of English, followed by the other European languages.

The periodicals collection represents the scientific production in the social sciences and humanities, offering in every EU language an important selection of the most significant titles in the research areas of the Institute. With regard to monographs the language emphasis will vary according to the needs of the separate disciplines. In general, for History and Law, books are acquired in their original language. Only in those cases in which a clear need emerges, will a translation also be acquired. For the other disciplines, as has been the case, more pragmatic criteria will be adopted. In other words, a sort of 'sustainable multi-lingual approach' has been adopted. This approach has functioned efficiently until now, reflecting the international architecture of the EU.

The very nature of the Institute compels it to assume a multilingual approach as one of the basic principles of collection development policy – even if limits of a practical nature restrict its application. For example, many of the 23 official languages of the EU are not widely known by Library users or staff. We also have to consider the limited availability and the cost of digital products (eg. quality platforms) in languages other than English. In addition, the emphasis on English by the major international suppliers, and the relatively limited technological capability of the alternative suppliers (often small companies) further restricts the acquisition of library materials in less widely used languages.

In attempting to remedy these difficulties, it may be appropriate to seek out, when necessary, the advice of external collaborators who have appropriate linguistic competence.

3.8 Central and Eastern Europe

Whereas the Central and Eastern European region is already part of the ongoing collection development policy of the EUI Library, it is desirable to continue strengthening the acquisition of basic materials from countries in that area. Considering the currently limited number of researchers from Eastern Europe, it will be appropriate to stabilise priorities strictly related to the plans for the 'enlargement' of the Institute.

Priority should be given to countries that entered the EU in 2004 and 2006 and, among these countries, to those that sign the Convention of the EUI. Special support from these countries, in the phase of adhesion to the Convention, can be requested (as has happened in the past). In addition, considering the rôle of Russia and Turkey (which recently became associated with the EUI under an academic agreement) it would be appropriate to consider these two countries at a priority level as well.

4. Critical Factors

Research libraries have entered an acute phase of transition, marked by the slow (but inexorable) shift from a traditional paradigm - founded on the accumulation and centralisation of information resources - to a distributed user-centred model. This shift - not without lags and contradictions - involves changes that deeply affect the management and the rôle of libraries and user behaviour. We summarise below some factors of major impact on collection policy.

- *Hybrid Library*: The EUI Library collections consist of traditional analog formats and digital formats – requiring two parallel infrastructures, two separate processes and two different access interfaces and services. On the administrative side, this reality brings into play a considerable increase in operating costs and organisational complexity.
- *Distributed Model*: An important feature is that most of the electronic information resources offered are not under the direct control of the Library itself, but depend on internal and external organisations (i.e. publishers, aggregators etc.). In such a context, relations with external and internal partners are critical for the quality of library services.
- *Ownership / Access*: Contrary to the world of printed materials (for which libraries have a right of possession *in perpetuum*), electronic resources are generally provided by a licensing agreement for temporary use. In practice, through such arrangements, libraries rent the use of an information resource without actually acquiring ownership. In such cases, when the contract expires (or in the event of cancellation) the Library is without access to the resource, unless specific archival clauses have been negotiated.
- *'Liquid' Collection*: One of the consequences of this method of acquisition of e-resources is the flexibility of the collection offered by the Library. When compared with the more static library print collections, the digital model is more unstable. In other words, a collection accessible today may disappear from the catalogue tomorrow, i.e. when the subscription expires. One of the challenges is: How can this model be adapted to the needs of library users?
- *Accumulation / Consumption*: Another consequence of this change is that

while the acquisition of traditional publications will automatically increase the 'asset value' of the Library, in the digital environment acquiring a license to use after the licence expiry date (except in cases agreed in archival/perpetual access clauses) does not generate an increase in the overall value of the patrimony of the Library.

- *Preservation for long-term access*: In the print environment long-term preservation is implicit in the document life cycle. Unfortunately such a model does not apply in the digital environment, where the acquisition of the archival rights – and a dedicated technical infrastructure – are preconditions for providing long-term access.
- *Information Deluge*: The dramatic growth of electronic information - both commercially available and free access - requires greater investment by libraries taking advantage of this abundance without losing quality. More effort is necessary to ensure the accuracy of selection and maintenance of these resources.
- *Redundancy of Print Material*: The large availability of digital copies of printed publications, as a result of mass digitisation programmes (such as Google Print, the Open Content Alliance and Europeana); or specific electronic collections (like Jstor, Ecco, etc.) can make redundant original copies in analog format. This factor should impact more and more on library collection management and preservation in the future.
- *Collaboration*: Sustainable solutions to address these organisational and technical challenges point towards a coöperative model, involving the libraries themselves - through various forms of consortia - and the other players in the communication world (primarily the providers and publishers) and the users themselves. In this environment the collaborative attitude of the Library is the key factor for success.

The EUI Library has also increased its rôle as collector and archiver of the EUI's academic output. The creation of the online institutional repository, Cadmus (managed by the Library) is in line with international trends in new modes of scholarly communication, open access and library evolution.

5. Collection development

5.1 General principles

The responsibility for selection rests with the selectors (information specialists and reference and EDC librarians) that are in close contact with the academic departments and centres as well as library users. For these staff it is not only required to receive input from users, but especially, to anticipate the researchers needs and the emerging research demands, in order to translate these into coherent collection acquisition actions. An efficient collection policy requires clear procedures and collaboration across different specialisations and responsibilities of an administrative, technical and disciplinary nature. This teamwork involves selection, acquisition, cataloguing and collection maintenance and curation – as well as coöperation with library consortia and vendors. The collaborative aspect has emerged as much more important than previously, and should be considered as a core principle of collection development.

In the following paragraphs some guidelines are provided on the EUI Library's most important collection types. In the current transitional phase, we consider it opportune to avoid radical (inflexible) choices about the various media - although preferences for different types of publications are specified. The trend toward online services is beneficial and inevitable. On the other hand, with the exception of commercial publications in English, these electronic products hardly reach the level of acceptable performance - both in terms of user access and cost-benefit. For EUI Library collection policy, the quality of content is underlined as the most important factor. Nevertheless it should be noted that some media - such as microform and CD-rom - are less attractive for the user and also problematic from a management point of view. Therefore we can say that print and online publications should be considered the preferred media. At the technical level it is necessary to maintain the distinction between analog and digital - keeping in mind that they are components of a single collection strategy.

5.2. Monographic material

5.2a Printed books

The collection of printed books has undergone significant growth over the past three years: 7,500 monographic titles in 2006; 7650 in 2007; 9.750 in 2008. This trend is mainly due to budget increases, and also to the regular integration of gifts in the Library collection. Despite the massive growth in the availability of electronic resources - licensed and free access - printed material continues to be a very important sector of the library.¹ In fact, in the domain of academic books, electronic format is still considered complementary for the

¹ Annual physical growth of the Library, number of items (including all printed material, i.e. books, periodicals etc.): 11,822 (2006), 14,289 (2007), 14,913 (2008). Total number of physical volumes owned by the Library: 750.000 (including print and microform collections).

EUI library. This is probably due – among others factors – to the characteristics of print publishing, which is much richer in quality and language diversity. From this point of view the books collection reflects the multi-cultural and pan-European profile of the EUI. For these reasons it is recommended, at present, that paper should be considered the preferred format for current monographic material.

5.2b E-books

E-books are becoming an important element of EUI Library collection policy. At the end of 2009, the collection included 332,000 e-book titles; 226,000 of which were registered in the Library catalogue. Many of these titles are components of large digitalised collections of important libraries, distributed by commercial publishers and aggregators. Others are recent and new e-book titles made available via the platforms of international academic publishers. In recent years, e-book production has grown significantly, also in the field of the social sciences and humanities. Research platforms offered by international publishers and vendors are becoming more sophisticated. Nevertheless a wide gap persists in availability across different language groups. This does not help the multilingual mandate of the EUI Library. License models applied by publishers appear rather restrictive from the users' point of view, and the economic models offered to libraries discourage the selective approach, which is crucial to EUI Library policy.

The Library is devoting increased efforts to the development of this sector – both in terms of negotiation with suppliers, IT solutions, management procedures and user support.

The main features of the current Library policy are:

- Title-by-title selection, with exceptions (eg. leasing or purchasing model) depending on academic requirements and publisher models.
- Titles considered essential to core EUI disciplines and research topics are purchased in print copy. A leased or purchased e-book version is acquired if necessary. Where extra copies are required, the Library first considers an e-version (if available).
- For subject areas considered marginal to EUI core research, the purchasing or leasing of e-versions should be considered in place of print copies.
- The Library regularly monitors user requests (circulation and inter-library loan), in order to identify titles which may be available in electronic format. For this purpose a stronger collaboration between the user service and selectors is desirable.

5.3 Periodicals

In the context of periodicals' collection development and management, it is of paramount importance to identify and to distinguish – insofar as possible – the

current needs and long-term interests of the EUI scholarly community. In the EUI Library practice, the periodicals collection has been divided in the following categories:

- *Core Titles*: Acquisition of print and online versions (where available); preservation of the print version and/or the online version (where a reliable preservation strategy has been established); provision of archival rights, and; perpetual access in license agreements.

- *Important Titles*: Acquisition of the e-only version (where available), otherwise acquisition of the print version; perpetual access clause is required (this category in general is not considered for the long-term preservation programmes).

- *Complementary Titles*: Depending on the price; these titles may also be provided by external document delivery. Titles in this category are taken into consideration for subscription if they are part of (consortia) packages offered by publishers.

In short, the preferred solution for the EUI periodicals collection is the electronic format - both for current and back issues. For periodicals identified as core, the e-only solution will be adopted when an archive of backsets in a reliable electronic format is also available. In the absence of the availability of a reliable electronic archive, the paper version will also be acquired for as long as possible. For complementary titles subscription will depend on the cost and feasibility vis-à-vis external document supply.

The Library will continue to enter into license agreements to access large archives of periodicals. Consequently, it will be possible to relegate a relevant quantity of paper backsets to storage, or to withdraw them according to appropriate procedures.

Increasingly e-journals are offered in the form of packages of a substantive number of journals, often at an advantageous price for the individual titles included in the package. They are often databases that can be searched across in a user-friendly way. The decision to subscribe to these packages will not only depend on the price but also on the quality and relevance of bulk of the journals offered. In this way the number of electronic journals has increased exponentially over the last years and usage statistics show that also the journals that cover subjects not closely related to EUI research areas are consulted. Normally, the single journals that are part of the packages are entered one by one in the catalogue. In case of very large number of journals including titles with no relevance to the EUI, a selection is made of the journal titles that will go into the catalogue.

A third dimension of the periodicals collection is its multilingual character, an important aspect of the comparative approach of the research done at the EUI. Not all paper journals are available in electronic format, but the Library makes

a special effort to subscribe to electronic journals in languages other than English.

A systematic selection of relevant Open Access journals (eg DOAJ), and a full integration of these in the Library catalogue is recommended according to the procedures on integrating free internet resources (see section 5.7 below).

5.4 Working Papers

The overall trend regarding academic and policy working papers is towards the e-only format. This is already well recognised in the EUI Library collection policy. An archive of older printed working papers is maintained in the Library (for heavily-used series) and in storage. While most working papers are now offered on a free (institutional and disciplinary repository) basis; several series are provided by subscription (eg. NBER, CEPR and SSRN).

5.5 Databases

Under the heading 'databases' there is a variety of collections of differing content and format (online, CD-rom, etc.):

Indexing and abstracting databases; general and special bibliographies, referring to primary information sources (books, periodicals etc.), which, when not present in the Library, can be requested through the ILL-document delivery service;

Full text databases; these services provide (in addition to citations) direct access to primary information sources of information such as articles, WPs, collections of laws etc. or encyclopaedias, dictionaries, etc.);

Factual databases; eg. statistics, providing also specific software tools. For some very specific databases of interest to a limited group of scholars, access *via* password would be more convenient.

The criteria for selection of databases are essentially the same as for other electronic collections (i.e., relevance, access, users' interest and effective use, cost), and the decision-making process for subscription licenses (or for cancellation of subscription) follows the same procedures as other electronic resources. Usage statistics and cost are key parameters in the assessment for the renewal of contracts for such services.

5.6 Materials on CD-rom and DVD

In the EUI Library, CD-roms and DVDs have a complementary rôle. The producers of large bibliographic databases have left, or are abandoning this format, in favour of online services. Nevertheless, CD-roms remain a vital

medium in some domains, such as statistical series, niche products and supplementary materials for printed works. Although the preference for online solutions is clear, CD-roms will still continue to be important in certain sectors. The Library frequently tests the quality and comprehensiveness of new online products intended to replace current CD-rom versions. In some instances the transition is possible; in others, the online version has been found to be inferior, or less flexible, to the CD-rom product.

At the EUI library, CD-roms are accessible (i) via the internal NetMan CD-rom server network, or (ii) as stand-alone CDs, available at the Library issue desk. The choice of access mode depends on the needs of the users and the terms of license..

Originally these collections were in paper and microform and have been complemented more recently by online databases*. The access-ownership issue is a very important one in this area, because very often there are no electronic archiving options for these databases. Hence, the necessity to maintain the paper/microforms collections for certain core areas of research.

5.7 Free e-Resources

The increasing availability of free scholarly Internet resources requires the Library to select and present relevant and quality web resources via the catalogue and library web pages. Strict and uniform selection criteria are being implemented in line with the academic profile and evolution of the EUI collections. In general – as with commercial licensed e-resources - only those internet resources having stable long-term prospects, are considered eligible to be integrated in the Library catalogue. Sources of a more volatile nature should not be included in the catalogue, but may be linked from the appropriate web pages of the library.

• **Type** In this context *free resources* implies those information resources available for free on the internet (or received as a gift – such as CD-roms).

According to EUI Library practice, such resources may be categorised in one, or both, of these groups:

- 1) Selected e-resources to be integrated into the Library catalogue;
- 2) Selected e-resources presented/recommended in appropriate web pages.

The resources to be included in one or both of these categories are selected by the Information Specialists and other relevant staff; just as print and traditional library material are selected.

* The EUI acquires where possible and available complete collections such as ECCO, EEBO, etc.

- **Recommended Selection Criteria**

- Content: relevance, quality, long-term prospects
- Access mode, usability, navigability, registration requirements/'barriers'
- Authority: reputation of the producer, branding
- Updating and stability
- Likely usage by Library patrons
- Copyright (terms of use)

- **Work Flow**

Free e-resources, once selected by the appropriate staff member, are included in the catalogue and maintained as per other e-resources (including regular de-selection by the Selectors)

5.8 Special collections

The Library is building up some important specialized collections, such as:

- European documentation (official documents of the EU)
- Statistics and data collections
- Law reports
- United Nations documents
- Diplomatic documents
- Newspapers archives
- Reference collection
- Microform collection

6. Collection management

6.1 Maintenance

The Library print collections are mainly housed in the open-shelf areas, with about one-third in off-site storage. In general, less used books or those of little current interest are stored off site, as well as print collections now accessible in digital version.

The weeding of the collection is carried out regularly – according to the usage statistics and the current research interests of the EUI scholarly community. Due to the development of important digitisation programmes in recent years (eg. JSTOR and others), the number of volumes that can be relegated off site is increasing.

Despite the development of electronic publishing, print publications are still playing a central rôle and, presumably, will maintain this in the coming years (at least in most of the academic sectors covered by the EUI). In fact, the number of print items acquired annually by the Library (purchases and gifts)

has been growing in the last few years. According to the forecasts from leading library organisations, we should expect that in the short/medium-term, print publications tend to decline (especially periodicals, reference material, official publications – national and international ones-). This is due to several factors, such as the greater availability of journals in e-only format, the proliferation of digitisation programmes supported by public and private initiatives (eg. Europeana, Google, UNESCO World Digital Library, &c.), the development of technologies for digital preservation, and the growing rôle of trusted repositories, for long-term preservation. The proportion of electronic resources available via license contracts in the Library has grown dramatically compared to current print publications acquired in the same period (about 10:1 in 2008).

On the other hand, it should be noted that electronic resources management also requires a substantial commitment both in terms of personnel and IT support.

In particular, constant monitoring and ‘curation’ is required in order to select, and integrate electronic resources into Library services, or to de-select them where necessary. In fact, in the changing digital environment, most of these operations are continual and work-intensive. Nevertheless this is the only way to ensure quality, modern and easily accessible collections.

6.2 Preservation for long-term access

A strategy for long-term access and preservation of digital publications has been under development since 2008. Coöperation with major preservation programmes is considered a crucial component in the EUI Library vision.

Currently the Library participates in the following programmes:

- **Portico:** The largest programme of long-term preservation of academic e-journals, involving the most important international publishers. Through this service the Library can provide access to backfiles of e-journals, if they become no longer available on a publisher’s site, or in case of disaster.
- **Lockss:** An open-source based programme, developed by Stanford University, involving more than 200 universities and many academic publishers worldwide. Lockss enables libraries to locally store - and directly control - the e-resources to be preserved. One of the features of the Lockss network is a commitment to preserve e-publications of small publishers and free access e-journals.
- **Clockss:** A geographically distributed ‘dark’ archive, involving important international publishers, committed to the long-term preservation of Web-based scholarly publications for the global research community.

The complementarity of these programmes – Portico, Lockss and Clockss - is an important feature of the Library’s preservation strategy. By participating in the Lockss network, the EUI Library is seeking to play a proactive rôle in the long-term preservation arena. Particular attention is being addressed – in line

with the mission of the EUI – to content concerning European integration and research.

These first steps have also served to expand the Library's understanding of the practice of digital preservation. Acquiring a better know-how of the complexity of the problems and resources was one of the primary goals of this pilot phase. In fact, the size and the international institutional status of the EUI, in this case, could be considered a disadvantage, given the resources and scale needed for a long-term preservation programme. It should be noted that most of the initiative in the field, is taken at national level and supported by central funds. The EUI Library should continue to develop its collaborative approach, and identify partners interested in the Library's content profile.

The following categories are identified as priority for the long-term preservation

- **Material produced by the EUI:** This includes the academic/scientific output of Professors, PhD Researchers and Fellows (including theses and working papers) as deposited in Cadmus (the EUI institutional repository), as well as all institutional publications. This category should be considered the top priority in the EUI Library preservation strategy, because most of these documents are not systematically collected and preserved by other organisations outside the EUI.

- **European Documentation:** The initiative in this area is under the responsibility of the OPOCE of the EU, as the official publisher and rights holder of these publications. The EUI Library intends co-operate in preservation projects in this field.

- **Publications defined as 'core collections' at the Library.** This is the largest sector of the EUI Library, consisting of numerous collections in traditional and in electronic format. These are: books, international academic journals (for most of the e-journals the Library has 'perpetual access', or the archive files); publications in various languages of EU countries; large digital collections acquired by the library with the right of perpetual access and archiving ; free access digital resources.

- **Data sets:** produced in the context of EUI academic activity - data collected by scholars for research purposes, e.g. statistical data, bibliographic data &c - is another area to be considered in the long term preservation strategy. The criteria and procedures for the management and preservation of this important information area need to be carefully analysed, since they are very complex and sensitive.

Summary of core collection preservation policy:

Books should be preserved in print format (original edition) or in microform format, where available.

Periodicals in the 'core collection' should be preserved in analogical format (print or microform). Before deciding for the digital option (e-only), it should be verified if the title is included in Portico, or is suitable for inclusion in the Lockss programme.

Entire collections: In line with the Library policy, an archival right is recommended. When the library owns the archival right, long-term preservation should be assured.

In general, priority should be given to the publications available in e-only format.

7. Conclusions

The Working Group is conscious that academic and research libraries are starting to move away from traditional concepts of collection policy towards new strategies based on the concept of content policy, or connecting policy. This shift will take time and the external factors are decisive in the process. Therefore the Working Group - while maintaining a strategic vision - suggests a pragmatic approach based on the effective current needs of the EUI academic community - also keeping in mind the long-term institutional responsibilities of EUI Library. Such an approach will be effective to the extent that it will be supported by the continuous monitoring of the scholarly communication chain, research and learning practices and evolving user behaviour. Regular data analysis of user access and an annual revision of the collection policy is strongly recommended.