Grantee: Private Academic Library Network of Indiana (PALNI)
7606 W 450 N
Sharpsville, IN 46068
Grant Number: 2013 0664-000
Purpose: Study of library print collection to reduce duplication and optimize space
Grant Amount: $225,000
Report Period Covered: July 1, 2014- June 30, 2015

Introduction
The Lilly Endowment granted $225,000 to the Private Academic Libraries Network of Indiana (PALNI) in support of a Shared Print Collections Study in partnership with the Academic Libraries of Indiana (ALI). Thirty-six ALI libraries, including all twenty-three PALNI libraries, chose to participate in the study (Appendix A).

The goals of the study are
1. to provide participating libraries an opportunity to reduce their print collections with minimal impact on library users;
2. to allow participating libraries to reclaim space for other purposes more directly beneficial to library users;
3. to identify unique print items within the collections of participating libraries for preservation and potential digitization;
4. to inform and influence ongoing collection development at the individual libraries; and
5. to develop a statewide strategy for print book collections, which may involve cooperative purchasing.

The Private Academic Library Network of Indiana (PALNI) has completed the primary work outlined in the Lilly Endowment-funded grant proposal to study library print collections to reduce duplication and optimize space. The project is under budget, and approximately $22,000 of Lilly funding remains unused. There is also approximately $7,000 of participant funding remaining. PALNI will direct the remaining Lilly funds to the next steps of the project, which were described in the “Other Benefits of the Study” section of the original grant proposal. PALNI and the Academic Libraries of Indiana will:

1. Digitize out-of-copyright books related to Indiana history that the study identified as scarcely-held. This would serve as a pilot for future digitization efforts and expand the accessibility of these Indiana materials beyond the owning library to the entire world. Approximately 130 titles have been identified for digitization in this pilot phase at an estimated cost of $6,000. [Goal 3]
2. Engage Sustainable Collection Services to conduct additional data analysis in order to identify appropriate statewide, cooperative purchasing options. Representatives from libraries throughout the state met on May 15, 2015, to discuss joint purchasing possibilities, and there is great interest in leveraging our group buying power and reducing duplication while at the same time broadening the scope of resources we are able to make available throughout the state. Preliminary plans include group purchase of electronic book packages and/or a group demand-
driven acquisitions program. Roughly $10,000 would be directed to this portion of the project. However, the exact scope has yet to be determined. [Goals 4 & 5]

3. In addition, there will be additional meeting costs, miscellaneous costs for shipping of materials for digitization, project coordinator costs to facilitate greater collaborative purchasing to extend access and increase the breadth of materials available within Indiana and to facilitate the gather of material for digitization. We approximate these costs at $6,000.

**Project Timeline**

All elements of the following timeline through May 2015 were completed on or ahead of schedule.

- **October 2013**: Introductory meeting held
- **November 2013**: SCS and Project Coordinator contracts finalized; Policy Group formed
- **December 2013**: Data questionnaires submitted to SCS
- **January 2014**: Data sets submitted to SCS
- **February 2014**: Policy Group meeting
- **March 2014**: Policy Group meeting
- **April-May 2014**: SCS sent individual library data summaries
- **May 2014**: SCS provided group data summary for use by the Policy Group; Policy Group meeting
- **June-July 2014**: SCS loaded individual library data into its online collection analysis tool; Participant meetings held to provide training for the online tool
- **July 2014-July 2016**: Participating libraries will weed collections and reclaim / repurpose space with resulting data
- **May 2015**: Participant meeting to plan next steps regarding statewide collection strategies
- **December 2015**: Digitization pilot project titles gathered from participating libraries
- **January 2016**: Digitization pilot project titles sent for scanning
- **March 2016**: Plan in place for statewide, cooperative purchase pilot
- **June 2016**: Digitization pilot project complete and titles available through an online repository
- **June 2016**: First statewide, cooperative purchase negotiated

**Project Results**

By the end of June 2014, SCS was able to produce a list of scarcely-held titles for each participating library and load withdrawal candidates for each library in GreenGlass, its online collection analysis tool. A day-long, in-person participant meeting was held on July 8, 2014, to provide an overview of the data and GreenGlass training. An abbreviated version of this meeting was offered virtually on July 16, 2014, for those unable to attend the in-person meeting.

At this time, all participating libraries have access to their data through SCS' online collection analysis tool. This tool allows libraries to develop local withdrawal criteria and create lists of withdrawal candidates. Several libraries have already begun the withdrawal process, but it is anticipated that it will take most libraries one to two years to complete withdrawal projects and reclaim stacks space for other purposes that are more directly beneficial to library users.

The Project Coordinator gathered data from project participants regarding library actions as a result of the study. Twenty-eight of the thirty-six libraries responded to the survey. The results reflect completed and planned activities. Libraries will provide updated responses as they continue to take actions as a result of this project through 2016.

*Volumes Withdrawn [Goal 1]*
Participating libraries submitted 5,273,588 records for analysis. In the original grant application, we estimated that 15% of titles might be candidates for withdrawal. Currently, 351,071 volumes have been or are expected to be withdrawn, the equivalent of nearly 7% of the records submitted. This puts us on track to meet our estimate as many libraries will undertake additional withdrawals throughout the next year or more. This is especially impressive considering several libraries have indicated that they have no plans to weed.

**Space Reclaimed [Goal 2]**

In standard library shelving, a conservative estimate is that there are 20 volumes per square foot. Based on this, participating libraries have reclaimed or plan to reclaim more than 17,550 square feet of space through the withdrawal of 351,071.

Five libraries have created or are in the process of creating additional student study space or have moved student services (i.e. student writing center) into the library. Many other libraries were at or near capacity and will use the space to add to the collection. Three libraries are planning a renovation and needed to reduce the collection to facilitate these plans. Another library needed the space in order to integrate the collection of a branch library into the main collection. The majority of future plans, including those of libraries planning full-scale renovations is to use the reclaimed space for additional student space including group study rooms; collaborative learning spaces; instruction classrooms and labs; and the relocation of academic support services to the library. Below are photographs illustrating examples of how space is being repurposed.

**St. Mary’s College**
Actions Taken on Scarcely-Held Items [Goal 3]
The Policy Group was conservative in its approach to the definition of scarcely-held to maximize weeding efficiency and reducing the risk of losing access to titles within Indiana. To be considered scarcely-held, titles had to fall under the following criteria:

- Fewer than 4 copies in Indiana (exact edition)
- Fewer than 4 copies in the US (exact edition)
- Not held by at least one of IU-Bloomington, Purdue University, or University of Notre Dame

Titles meeting any one of these criteria were placed on scarcely-held lists. Therefore, a title could be owned by only two libraries in Indiana but thousands in the US or not held by one of the three Indiana
academic research libraries, but held by 50 other Indiana libraries and still be placed on the scarcely-held list.

Participating libraries are currently retaining all scarcely-held items, but many are taking the step of identifying the truly rare or at-risk titles and are committed to retaining and preserving these items. For instance, IUPUI University Library has identified the titles for which it is the only owning library in the world, US, or Indiana. These items are being inventoried and some will be transferred to Special Collections. Retention commitments for these items will be noted in OCLC and the local catalog. Though formal retention commitments are not a requirement of the project, six libraries indicated that they will be noting such a commitment for their rare items. Several libraries are planning an inventory and will determine what scarcely-held items are damaged or missing.

In addition to its utility for determining withdrawal lists, SCS’ online collection analysis tool provides several catalog remediation reports. While not all libraries have yet delved into these, a number have taken the opportunity to improve local catalog records, update OCLC holdings, and correct cataloging errors based on the remediation reports. Three libraries report having used or plan to use the Possible Duplicates list to identify additional items for withdrawal. This work not only improves access to items to our users but also assists us in ensuring preservation of the scholarly record but allowing other groups and institutions to have access to accurate holdings information.

This comment from one of the participants sums up how important funding for SCS services was to this project:

“GreenGlass [SCS’s online collection analysis tool] lists were THE most important component in our project. We worked from the reports to determine which items should be pulled. I can't overemphasize the amount of time saved by the availability of this data and our ability to create customized reports.”

Next Steps
Because we were conservative in our criteria for scarcely-held, there are a large number of items on each library’s scarcely-held list. For example, under the scarcely-held criteria, a title might be owned by only two libraries in Indiana but might also be owned by several thousand libraries in the United States thus reducing the risk presented by withdrawal by a project participant. Participating libraries have put forward categories of material that they would like to withdraw from their scarcely-held lists. The Policy Group established at the beginning of the project will soon be considering these categories and the establishment of additional criteria (i.e. a set number of copies available in the US) that would allow libraries to withdraw items currently on their scarcely-held lists. This would allow the reclamation of even more library space for other uses.

In order to increase access to titles that are rare within participant collections [Goal 3], the collaborative is embarking on a pilot digitization project. 134 public domain titles related to Indiana history have been identified for digitization. These titles are held across twenty-three of the participating libraries. The Project Coordinator will be responsible for the gathering of these titles and will coordinate with the IUPUI University Library Center for Digital Scholarship to have them sent to Lyrasis for digitization. A repository has not yet been chosen for the digital versions of these texts, but the entire world will have access to them once the pilot is complete.

The data analysis provided by SCS has given participating libraries the tools to achieve the first three goals described in the introduction and has informed discussions amongst the PALNI and ALI member
libraries regarding ongoing collection development activities and shared collections [Goals 4 & 5]. On May 15, 2015, project participants were invited to a meeting to discuss potential collection development collaborations. Several possibilities were identified including a consortial e-book package purchase and a consortial e-book patron-driven acquisitions project. The goal of any such project is to leverage our group buying power and reduce duplication while at the same time broadening the scope of resources we are able to make available throughout the state. We plan to engage Sustainable Collection Services to conduct additional data analysis in order to identify which project would be most appropriate for our group and which publishers we should approach for a potential group purchase. We hope to have a plan in place for a collection development collaboration by March 2016 with implementation to occur by July 2016.

Submitted by Christina Baich, ALI-PALNI Shared Print Project Coordinator
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Appendix A

PALNI Libraries:
1. Anabaptist Mennonite Biblical Seminary
2. Ancilla College
3. Anderson University
4. Butler University
5. Christian Theological Seminary
6. Concordia Theological Seminary
7. DePauw University
8. Earlham College
9. Franklin College
10. Goshen College
11. Grace College and Theological Seminary
12. Hanover College
13. Huntington College
14. Manchester University
15. Marian University
16. Oakland City University
17. University of Saint Francis
18. Saint Joseph’s College of Indiana
19. Saint Meinrad Seminary and School of Theology
20. Taylor University
21. Trine University
22. University of Indianapolis
23. Wabash College

ALI Libraries:
24. Indiana State University
25. Indiana University Kokomo
26. Indiana University Northwest
27. Indiana University Southeast
28. Indiana University-Purdue University Fort Wayne
29. Indiana University-Purdue University Indianapolis University Library
30. Indiana University-Purdue University Indianapolis, Ruth Lilly Medical Library
31. Indiana University-Purdue University Indianapolis, School of Dentistry Library
32. Purdue University Calumet
33. St. Mary’s College
34. St. Mary-of-the-Woods College
35. University of Southern Indiana
36. Valparaiso University