Principles of Purchase for E-Resources at Monash Malaysia University

Taking a more strategic approach to budget management, the Library and Learning Commons (the Library or LLC) has worked closely with Monash University Australia Library ([MUAL] on the principles that guide the Malaysian campus to meet Malaysia-specific or local requirements for teaching and research. As a result, LLC Committee Working Group recommendations on collection management were endorsed by Monash Malaysia’s Campus Education Committee on 5 June 2015.

The following principles guide Monash University Malaysia’s selection and acquisition of Malaysia-specific or local resources:

- Malaysia unique e-resources that are considered not relevant for Australia or that are considered unaffordable against other MUAL priorities, will be funded by Monash Malaysia University.
- Unique research collections and resources in support of the multidisciplinary Research Platforms.
- Where arrangements are possible, the management of negotiations with vendors, licence agreements, payments and access set-up will be undertaken by MUAL, with charge back payments made against Monash Malaysia University’s budget.
- E-resources that do not fall in the priority list in support of teaching and research priorities for Monash Malaysia University may be considered by the Library if other Schools expressed the need for the same resources, and are subject to budget availability.
- E-resources with a very restricted audience (e.g. one or two staff) and/or specialised e-resources requested by a particular School/Department or Research Platform, with restricted access, should be purchased by the School and/or Department. It is also the responsibility of the respective School/Department and/or Research Platform to coordinate IT technical support for continuous access.
- E-resources that are not / or cannot be made accessible via the Library (i.e. set of secondary data, specific financial data) should be budgeted, purchased and managed directly by the School/Department through their respective budget or awarded grant(s).
- Requests by HDR students for e-resources should align with the teaching and research priorities for Monash Malaysia University and should be endorsed by the School /Department prior to submission to the Library.
- The Library, in collaboration with the vendor as appropriate, will support the investigation for purchase and trials of e-resources requested by academic staff and/or School/Department, and may also coordinate on-site or virtual demonstrations.
- E-resources purchased for Malaysia-specific requirements on a shared basis with the Jeffrey Cheah School of Medicine and Health Sciences should be contracted for twelve (12) months at a time and reviewed annually by the Library and the School based on usage data, license costs and budget availability. In the case the decision is made to renew the license, an agreement for funding for the duration of the extended contract should be made in consultation with the School.
- To help inform the Library’s decision making process, Schools/Departments should identify their teaching and research priorities and provide regular updates of their collection plans and needs strategically through the appropriate campus-level committees.
- Where conflicting priorities occur, greater weight will be given to larger cohorts of users and most cost effective subscriptions or purchases.
The above principles can be applied to e-resources that are predominantly scholarly content or those resources that enable teaching and learning content, or both.

The below issues should be taken into consideration for the acquisition, access and availability of MUM e-resources:

- Funding provenance (MUAl, Library budget Schools, Research Platforms,).
- Availability of funding must be considered when purchasing e-resources, with particular consideration needed for recurring subscriptions.
- Review of unspent funds by the Library for optimal and strategic budget use should align with the campus fiscal period which ends in December. In order to be considered, by the Library and/or MUAl, all requests must be submitted before 31st October of the given fiscal year.
- Availability of expertise required to evaluate, trial and integrate the resources into the curricula.
- Increasing complexity involved in providing access and authentication which requires the involvement of eSolutions/ITS.
- Increased number of, and more sophisticated licence negotiations with vendors which requires both local (MUM) facilitation and coordination through MUAl
- Management and compliance with licence agreements for the Malaysian context.

Sources:

Consultative process:
Monash University Malaysia, PVC and President: 22 June 2015, 28 June 2015
Library and Learning Commons: 8 July 2015, 13 July 2015, 18 August 2016
Library and Learning Commons Committee: 13 August 2015, 25 August 2016
Library and Learning Commons, Director: 8 July 2019