Principles of Purchase for E-Resources at Monash Malaysia University

Taking a more strategic approach to budget management which resulted in LLC Committee Working Group recommendations on collection management endorsed by Monash Malaysia’s Campus Education Committee on 5 June 2015, the Library and Learning Commons [the Library] 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.


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 for Monash Malaysia University, but would be nice to have (wish list), will be considered by the Library if they can be utilized by more than one school and enhance the Malaysian collection.

- E-resources that have a very restricted audience (e.g. one or two staff or research students) should be purchased by the School/Department.

- E-resources that are not / or cannot be made accessible via the Library (i.e. set of secondary data, specific financial data) should be located within, budgeted and purchased by the School/Department.

- In the case of specialised e-resources requested by a particular School/Department or Research Platform, with restricted access, the School/Department and/or Research Platform will be responsible for coordinating IT support for continuous access.

- Requests by HDR students for e-resources should be endorsed by the School /Department prior to submission to the Library, preferably using the relevant acquisitions forms.

- The Library, in collaboration with the vendor as appropriate, will support the investigation for purchase and trials of specialised e-resources requested by academic staff and/or School/Department, and may as well organize the relevant demonstrations.
• E-resources purchased for Malaysia-specific requirements on a shared basis should be contracted for 12 months at a time or an agreement for continued funding for the duration of extended contracts should be made with the School/Department. At the end of the contract period a review process will take place between the Library and School/Department to determine whether the subscription should be continued.

• To help inform the Library’s decision making process, Schools/Departments are invited to provide regular updates of the Schools’ collection plans and to identify priorities to their teaching and research activities through LLC Committee.

• Where there are conflicting priorities, greater weight will be given to larger cohorts of users and more cost effective subscriptions or purchases.

The above principles can be applied to e-resources that are predominately scholarly content or those resources that contain teaching and learning content, or both.

The below issues should be taken into consideration in the acquisition and deployment of MUM e-resources:

□ Funding provenance (Schools/ Departments, Research Platforms, Central LLC budget).

□ Availability of funding must be considered when purchasing e-resources, with particular consideration needed when purchasing ongoing subscriptions.

□ Review of unspent funds by LLC Committee for optimal budget use and resource allocation in line with the campus fiscal period which ends in December. Hence all requests must be submitted by the 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 local expertise that may not be readily available.

□ 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