Library Publishing: Skills & Strategies for Sustainability

Kerri O’Connell
Project Manager
Outline

- Journals Program Overview
  - Program Details
  - Program Evolution

- Skills & Process Development
  - Project Management
  - Product Management
  - Program Development
  - Partnership Development
Program Overview

Partnership & Platform Offerings
Journal Publishing Program

- **Current Partners:** 20
  - Faculty-run Journals: 3
  - Graduate Journals: 13
  - Undergraduate Journals: 4
Publishing Program Evolution

- Simplified partnership offerings
- Reduced # of site variations and installations
Skills & Process Development

Project & Product Management
Program & Partnership Development
Project Management

- Setting of schedules for maintenance and design work
- Budgeting of software developer time
- Managing partner expectations
Project Management Continued

- Workflows in JIRA for regular project maintenance
  - Bi-annual checks on sites:
    - Site review
    - Partner check-in
    - Google Analytics review
    - Social media review
    - Content to be deposited to institutional repository
    - Domain name renewals

- Additional JIRA tasks for project launch & end-of-life
## Production Maintenance Tasks

<table>
<thead>
<tr>
<th>Ticket #</th>
<th>Summary</th>
<th>Assignee</th>
<th>Reporter</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDRS-3782</td>
<td>Evaluate site for any content eligible for AC deposit</td>
<td>Unassigned</td>
<td>Kerri O'Connell</td>
<td>ONGOING</td>
</tr>
<tr>
<td>CDRS-3780</td>
<td>Site Review</td>
<td>Unassigned</td>
<td>Kerri O'Connell</td>
<td>ONGOING</td>
</tr>
<tr>
<td>CDRS-3779</td>
<td>Check in with partner(s) and re-initiate contact</td>
<td>Unassigned</td>
<td>Kerri O'Connell</td>
<td>ONGOING</td>
</tr>
<tr>
<td>CDRS-2586</td>
<td>Validate links on a site using link checker and other QA tools</td>
<td>Unassigned</td>
<td>Kerri O'Connell</td>
<td>ONGOING</td>
</tr>
<tr>
<td>CDRS-2498</td>
<td>Social media review</td>
<td>Unassigned</td>
<td>Evagelia Terzopoulcs</td>
<td>ONGOING</td>
</tr>
<tr>
<td>CDRS-2004</td>
<td>Apply for/Check on SHERPA/RoMEO Record</td>
<td>Unassigned</td>
<td>Kerri O'Connell</td>
<td>ONGOING</td>
</tr>
<tr>
<td>CDRS-1138</td>
<td>Ensure Latest Copy of Author and Publisher Agreements on File</td>
<td>Unassigned</td>
<td>Mark Newton</td>
<td>ONGOING</td>
</tr>
</tbody>
</table>
Product Management

- Development of “Journals Template” WordPress theme
- Transformation of ideas for improvements into tasks for developers
Journals Template v. 1.2

**Details**
- Type: Improvement
- Priority: Minor
- Component/s: CUJO
- Labels: journals_iteration

**Description**
Ideas and updates for journals WordPress theme, v 1.2

**Issue Links**
is related to
- CDRS-3011 Journals Template v. 1.3
- CDRS-2754 Journals Template v. 1.0

**Sub-Tasks**
1. Create Facebook, LinkedIn functionality
   - Status: Closed
   - Assigned to: Megan O’Neill
2. "Featured Image" to appear next to article title on issue page
   - Status: Closed
   - Assigned to: Megan O’Neill
3. Create separate upload for menu logo
   - Status: Closed
   - Assigned to: Megan O’Neill
4. Restrict user access to "Journal Settings" on dashboard
   - Status: Resolved
   - Assigned to: Megan O’Neill
5. Work on previous/next article navigation from article page
   - Status: Closed
   - Assigned to: Megan O’Neill
Customizations made on the front & back-end

- **For Journal Editors**: Ease of publication
- **For Project Managers**: Simplified journal setup; doesn’t require developer assistance

[github.com/cul/cdrs_journals](https://github.com/cul/cdrs_journals)
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ARTICLES

“Django’s Tiger”: From Jazz to Jazz Manouche
Benjamin Givan

Beat Hierarchy and Beat Patterns—From Aksak to Composite Meter
Aleksandra Vojcic
Program Development

● Establishment of journals
  ○ ISSN & SHERPA/RoMEO registration
  ○ Application to DOAJ and other relevant indexing services
  ○ Communication with Google Scholar
  ○ Inclusion in Columbia’s online catalog
  ○ Creation of DOIs
  ○ Copyright and license inclusion
  ○ Transparency of policies

● Documentation and knowledge management

● Tools & process development
Partnership Development: Publication Vitality Indicators

- Regular publishing cycle
- Active editorial engagement with our office
- Documented author agreement
- Stated position on licensing
- Commitment to scholarly record
- Presence of editorial board
- Documented review process
- Submission recruitment plan
Partnership Development

- Consultations around open access, copyright
- License agreement reviews
Partner Interaction

● Typical:
  ○ Annual meeting (more if needed) & regular email check-ins
  ○ Troubleshooting (technical & administrative)

● Unique:
  ○ Bi-weekly meetings
  ○ Vendor management
  ○ Management of solicited review process
  ○ Author invoice tracking
  ○ PubMed Central XML review
  ○ Troubleshooting (author-side and editorial-side)
Partner Interaction: Undergraduate Student Journals

- **In-depth discussions around:**
  - **Editorial Processes:**
    - Peer Review process
    - Faculty advisory board involvement
    - Author Agreement use
    - Copyright statement language & inclusion
    - Publication timeline
    - Copyediting consistency
    - Database/aggregator agreements & responsibilities
  - **Site Review**
Takeaways

- Skills and processes were developed over time
- Skills have evolved as our program needs have changed
- The processes detailed here are inextricably woven with our program
- Some projects are harder to simplify
Thank you!

Questions?

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