Library Publishing Directory Questionnaire

Complete this questionnaire by September 13, 2021 to be considered for inclusion in the 2022 Library Publishing Directory, published by the Library Publishing Coalition.

A version of the Directory will be openly available online. The questionnaire takes between 30 and 45 minutes to complete. You can save your progress and return later, but we recommend previewing the questions before you begin. If your library has had an entry in a previous edition of the Directory, you should have received an email with instructions on how to update it. Email contact@librarypublishing.org with questions.

Step 1 of 2 - Guidelines

Responses to this survey will be used to create:

1. The Library Publishing Directory (maintained by the Library Publishing Coalition)

2. A Global Library Publishing Map (maintained by IFLA Library Publishing Special Interest Group)

Information collected includes:

- General information about the library publishing initiative and sponsoring institution
- Contact information for a program representative
- Information about staffing and organization of the program
- Publication types and numbers
- Information on platforms used, media types published, services provided, and preservation
services

Please follow these guidelines when completing the questionnaire:

1. Do not include any information that you do not want to share with others.

2. If a university press reports to your library, do not include its activities in your answers unless specified.

3. Responses in English are strongly preferred; we may not be able to include responses in other languages.

4. Base your answers on the following definition of library publishing:

Library publishing services are defined here as:

...the set of activities led by academic and research libraries and library consortia to support the creation, dissemination, and curation of scholarly, creative, and/or educational works.

Generally, library publishing requires a production process, presents original work not previously made available, and applies a level of certification to the content published, whether through peer review or extension of the institutional brand.

Based on core library values and building on the traditional skills of librarians, it is distinguished from other publishing fields by a preference for Open Access dissemination and a willingness to embrace informal and experimental forms of scholarly communication and to challenge the status quo.

For example, an institutional repository containing only previously published materials, or digitization of previously published materials, would NOT be counted as library publishing for the purposes of this questionnaire.

For example, an ETD (electronic theses and dissertations) program, production and/or hosting of journals, and hosting of original datasets WOULD be considered library publishing for the purposes of this questionnaire.

Based on this definition, does your library currently provide library publishing services? *

☐ Yes
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Fill out this information to be included in the IFLA Library Publishing database.

General Information

Institution or Organization Name *

Library Name

Institution Type *

Please Select

Location *

Please Select
Library Publishing Coalition Membership *

Please Select

Unit Information

Please provide the following information for the Unit, Department, or Program PRIMARILY RESPONSIBLE for publishing in the library:

Unit Name

Unit Email

Unit Website
Please enter URL of primary web page for publishing program

https://

Social Media - Twitter

@

Social Media - Facebook

https://

Social Media - YouTube

https://

Social Media - Instagram

https://

Social Media - Blog

https://
Social Media - Other

https://

Contact Information

Provide the following information for the PRIMARY CONTACT PERSON for your publishing activities:

Contact Name *

I give permission for the Contact Name to be published and made available in the Library Publishing Directory (web, print) and the database (web): *

- Yes
- No

Contact Title *

I give permission for the Contact Title to be published and made available in the Library Publishing Directory (web, print) and the database (web): *

- Yes
- No

Contact Phone *

I give permission for the Contact Phone to be published and made available in the Library Publishing Directory (web, print) and the database (web): *

- Yes
- No
Contact Email *

I give permission for the Contact Email to be published and made available in the Library Publishing Directory (web, print) and the database (web): *
- Yes
- No

Description of publishing responsibilities:
[will not be published in the directory]

Program Overview

In what year did your publishing activities start?

What is the mission statement of your publishing program, or the objectives of your publishing activities? *

An edited version of your response to this question will be printed in the Directory as a description of your publishing activities. Consider this your elevator pitch and limit your response to 300 words.

Which stage best describes your library publishing efforts?

Additional comments:
How important is Open Access to your publishing program?

Please select

Would you like to submit the summary information or continue to complete the additional questions? *

Information collected thus far will be published in the IFLA database of library publishing initiatives with contact information (subject to IFLA membership). Respondents who choose to continue with the questionnaire will be included in the PDF, ePUB, online, and print versions of the Library Publishing Directory and will be eligible to receive a print copy of the Directory. The remaining questions in the survey collect additional details about the library publishing program, including program organization, staffing, and funding; publication activities; platforms; services; and preservation.

If you only want to be included in the IFLA database, click submit. To be included in the Library Publishing Directory, click continue.

- Continue with questionnaire
- Submit summary
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Program Details

Which best describes the organization of publishing services at your institution?

- centralized library publishing unit/department
- services distributed across library units/departments
- services distributed across campus
- services distributed across several campuses
Does your library have an advisory/editorial board for its publishing program (i.e., NOT for individual journals)?

- Yes
- No

Approximately what percentage of your journals are peer reviewed? (Do not include % symbol.)

Approximately what percentage of your journals assess article processing charges? (Do not include % symbol.)

The fee charged for publication by some open access and hybrid journals.

Which languages do you publish in?

Staff

What is your total staffing supporting publishing activities, expressed in Full Time Equivalents (FTEs)?

- Professional Staff
- Paraprofessional Staff
Only enter zero (0) for an answer if you want it to appear in your entry.

**Funding**

**How are your library publishing activities currently funded?**

Indicate the approximate percentage of funding contributed by each source. Your answers should add up to 100.

- Library Materials Budget
- Library Operating Budget
- Non-library Campus Budget
- Endowment Income
  - Large monetary donation that is pledged to a specific purpose in an organization. Interest from the endowment is used as funding.
- Charitable Contributions
- Grants
- Sales Revenue
- Licensing Revenue
  - Income earned by a publisher for allowing its copyrighted material to be used or accessed by another company.
- Charge Backs/Cost Sharing
  - Fees which are passed back to the journal itself.
- Other

Only enter zero (0) for an answer if you want it to appear in your entry.
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**Step 4 of 9 - Publishing Activities**

**Which types of content does your organization publish?**

- conference papers and proceedings, faculty
- databases
- educational resources (ex. textbooks, course modules)
- expansive digital publications (digital humanities or other complex multimedia projects)
- journals, campus-based student-created
- conference papers and proceedings, student
- datasets
- electronic theses and dissertations (ETDs)
- journals, campus-based faculty-created
- journals, contracted by external groups
Publishing Quantities

How many of the following publications did your organization publish in the last twelve months (July 2020 to June 2021)?

For journals, count active titles (not issues). For other publication types, report items that were published or added to your repository FOR THE FIRST TIME within the date range.

Other/Additional

Please list any other types of publications that your libraries produces and/or disseminates

0 of 3000 max characters

For the other types of publications shared above, please list the number of publications your library has produced and/or disseminated in the last twelve months. Please format responses as "Publication type (# of titles)"

publication type (# of titles)

0 of 3000 max characters

Previous

Next

Save & Continue Later
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Disciplinary Specialties

These questions refer ONLY to publications produced by your library publishing program, not those that are published by your library-administered university press.

List up to five disciplinary (subject) specialties of your institution/organization’s publications.

Specialty 1

Specialty 2

Specialty 3
These questions refer ONLY to publications produced by your library publishing program, not those that are published by your library-administered university press.

List the titles of your institution/organization's top five publications, as you perceive them (i.e., measured by reputation, download count, significance to your institution/organization). Please list the type of publication in parentheses after the title, e.g. (journal).

Publication 1

Publication 2

Publication 3

Publication 4

Publication 5
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Step 6 of 9 - Partners

Which internal partners does your program work with in its publishing activities?

☐ campus departments or programs
☐ individual faculty

☐ graduate students
☐ undergraduate students

Which best describes your program’s openness to working with external partners?

☐ Only work with internal partners

☐ Consider external partners if there is a tie to my institution (e.g. local editor of a journal for an external scholarly society)
○ Consider external partners but only if in our disciplinary specialty

○ Open to working with any external partner

○ Other

What types of publications should other publishers refer to your program? (e.g. monographs on history, works wishing to publish using Scalar, etc.)

Are you part of a consortium which provides support for publishing? (e.g. platform, funding)

○ yes

○ no

Does your program work with a university press?

○ yes

○ no
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Step 7 of 9 - University Press Publications

77%

Does your library administer a university press? *

☐ Yes

☐ No

Library-Administered University Press

Please describe the relationship between your library publishing program and your university press. *

☐ Separate Entities

☐ Partner on services

☐ Partner on publications
How many of the following publications did the press publish in the last twelve months (July 2020 to June 2021)?

For journals, include titles that published at least one article in the last twelve months. For other publication types, report items that were published or added to your repository for the first time within the last twelve months.

Conference papers and proceedings, faculty

Conf. papers and proceedings, student

Educational resources (ex. textbooks, course modules)

Journals, campus-based faculty-created

Journals, campus-based student-created

Monographs

Journals, contracted by external groups

Technical/Research Reports

Only enter zero (0) for an answer if you want it to appear in your entry.
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Step 8 of 9 - Media, Software, Digital Preservation & Services

88%

Media Formats

Which media formats do you publish?

- [ ] audio
- [ ] data
- [ ] modeling
- [ ] text
- [ ] concept maps or other visualizations
- [ ] images
- [ ] multimedia/interactive content
- [ ] video

Other (please specify)

0 of 100 max characters
Software & Platforms

Which software/platform(s) does your library use to provide publishing services?

☐ CONTENTdm
☐ Digital Commons (bepress)
☐ DSpace
☐ Fedora
☐ Islandora
☐ locally developed software
☐ OCS
☐ Omeka
☐ OMS
☐ Samvera
☐ WordPress

☐ Dataverse
☐ DPubS
☐ EPrints
☐ figshare
☐ Janeway
☐ Manifold
☐ OJS
☐ OMP
☐ Pressbooks
☐ Scalar

Other (please specify)

0 of 100 max characters

Digital Preservation

How does your library provide digital preservation for the content it publishes?

☐ Amazon Glacier
☐ AP Trust
☐ Archivematica
☐ Amazon S3
☐ Archive-It
☐ CLOCKSS
☐ COPPUL

☐ DPN

☐ FCLA DAITSS

☐ Hydra

☐ LOCKSS

☐ No digital preservation services provided

☐ Portico

☐ Rosetta

☐ UC3 Merritt

Other (please specify)

Services

Which of these additional services does your library offer in support of library publishing activities?

☐ analytics

☐ applying for Cataloging in Publication Data

☐ audio/video streaming

☐ author advisory – copyright

☐ author advisory – other

☐ budget preparation

☐ business model development

☐ cataloging

☐ compiling indexes and/or TOCs

☐ contract/license preparation

☐ copyediting

☐ data visualization

☐ dataset management

☐ digitization
<table>
<thead>
<tr>
<th>Services</th>
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<tbody>
<tr>
<td>DOI assignment/allocation of identifiers</td>
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<tr>
<td>graphic design (print or web)</td>
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<td>image services</td>
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<tr>
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<tr>
<td>print-on-demand</td>
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<tr>
<td>typesetting</td>
</tr>
</tbody>
</table>

**Other (please specify)**

0 of 100 max characters

**Please list any vendors you work with to provide these services.**

0 of 3000 max characters

**Additional Information**

**Describe any plans for expansion, change in focus, or other future directions of your library publishing services.**

0 of 3000 max characters

**Is there anything else you would like us to know about publishing at your library?**
Diversity & Inclusion

The Library Publishing Coalition, through its Diversity & Inclusion Committee, is interested in gauging the impact of diversity, equity, inclusion (DEI) and anti-racist action within the global library publishing community. The questions below are optional and are designed to help the LPC provide additional resources and guidance towards diversity and inclusion in the coming years as part of its mission outlined in the LPC Roadmap to Anti-Racist Practices. This information will not be published in the directory and will only be shared with the LPC Directory committee, the LPC Board, and LPC Diversity and Inclusion Task Force.

Does your library publishing program currently have a statement or policy (or set of policies) that helps you enact anti-racist practice, equity and inclusion?

☐ yes

☐ no

If your statement or policy is public, could you please share a link to it?

0 of 3000 max characters
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About Your Entry

Information in this section is for Directory management purposes only, and will not be published in your Directory entry.

Whom should we contact with follow-up questions about this directory listing? *

First

Last

Email *

Enter Email
Are you interested in receiving a print copy of the Directory? If so, please enter your mailing address.

I understand that any information I provide, unless otherwise specified, may be published in the Library Publishing Directory and/or IFLA database and attributed to my institution. *

☐ I understand.