



Library Publishing Directory Survey

Complete this questionnaire by **March 31st, 2024** to be considered for inclusion in the *2024 Library Publishing Directory*, published by the Library Publishing Coalition.

A version of the *Directory* will be openly available online. The questionnaire takes between 20 and 30 minutes to complete. You can save your progress and return later. If your library has had an entry in a previous edition of the *Directory*, you should have received an email with information on submitting this year. Email contact@librarypublishing.org with questions.

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 policies, platforms used, media types published, services provided, and preservation

Please follow these guidelines when completing the survey:

1. Responses to many questions are optional; please include only information that you want to share publicly.

2. Responses in English are strongly preferred; we may not be able to include responses in other languages.
3. Any publisher based within a library is welcome to complete the survey, as long as publishing activities align with 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, production and/or hosting of journals and monographs, hosting of original datasets, and an ETD (electronic theses and dissertations) program WOULD be considered library publishing for the purposes of this questionnaire.

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

Yes

[must select "yes" to continue]

General Information

Institution or Organization Name*

[short answer]

Library Name

[short answer]

Institution Type*

[dropdown]

- Academic Library
- Consortium
- Member Organization
- Public Library
- Other

Location*

[select appropriate country from dropdown]

Library Publishing Coalition Membership*

If you're not sure, check the [list of current LPC members](#).

[dropdown]

- Member
- Non-member

Unit Information

Please provide the following information for the unit, department, or program:

Unit Name

[short answer]

Unit Email

[short answer]

Unit Website

Please enter URL of primary web page for publishing program

[short answer]

Social Media: Facebook

[short answer]

Social Media: YouTube

[short answer]

Social Media: Instagram

[short answer]

Social Media: Blog

[short answer]

Social Media: Other

[short answer]

Contact Information (optional)

Provide the following information for the PRIMARY CONTACT PERSON for your publishing activities. By providing this information you are giving permission for this contact information to be published and made available in the *Library Publishing Directory* and the Global Publishing Map in online and print formats.

Contact Name

[short answer]

Contact JobTitle

[short answer]

Contact Phone

[short answer]

Contact Email

[short answer]

Program Overview

In what year did your publishing activities start?

[short answer]

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. Limit your response to 300 words.

[essay - 2000 max characters]

Which stage best describes your library publishing efforts?

[dropdown]

- 1 - Pilot
- 2 - Early
- 3 - Established

Additional comments on the stage chosen above:

[essay]

How central is open access to your publishing program's mission?

[dropdown]

- Central to mission
- One priority among many
- Not central

What portion of your publications is open access?

[dropdown]

- All
- Most
- Some
- None

Which languages do you publish in?

[short answer]

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

Information collected thus far will be used in the IFLA Library Publishing Special Interest Group's Global Library Publishing Map of global library publishing initiatives. 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 want to be included only in the IFLA Library Publishing Special Interest Group's Global Library Publishing Map of global library publishing initiatives, click Submit. To be included in the *Library Publishing Directory*, click Continue.

- Submit
- Continue with survey

Program Organization

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

[select one of the following]

- Centralized library publishing unit/department
- Services distributed across library units/departments
- Services distributed across campus
- Services distributed across several campuses
- Organization (e.g., non-profit association, library consortium) that provides or supports library publishing activities on behalf of its library members

Does your library have an advisory/editorial board for its publishing program (i.e., NOT for individual journals)?

[select one of the following]

- Yes
- No

Staff

What is the total number of staff supporting publishing activities, expressed in full-time equivalents (FTE)? Do not include student positions.

[short answer]

How many individual people are represented in this number?

[short answer]

In the past year, have you employed students?

[select all that apply]

- Graduate student(s)
- Undergraduate student(s)

Funding

Which sources of funding supported your program over the past year? Consider costs including staff, services (e.g., peer review, translation) and memberships or technology purchased specifically to support your program. Check all that apply.

- Author fees
- Charge backs/cost sharing
- Charitable contributions
- Endowment income
- Grants
- Library materials budget
- Library operating budget
- Non-library campus budget
- Sales revenue

Publishing activities

Which types of content does your organization publish? Check all that apply.

- Conference papers or proceedings
- Databases
- Datasets
- Electronic theses and dissertations (ETDs)
- Expansive digital publications
- Grey literature
- Journals
- Monographs
- Multimedia
- Newsletters
- Open educational resources (e.g., textbooks, course modules)
- Posters

Publishing Activities - Journals

[appears only if Journals was checked in Publishing activities list]

How many journals published an issue in the past year?

[enter # in short answer]

Of journals that published an issue in the past year, how many were campus-based and faculty-created?

[enter # in short answer]

Of journals that published an issue in the past year, how many were campus-based and student-created?

[enter # in short answer]

Of journals that published an issue in the past year, how many were contracted by external groups?

[enter # in short answer]

Of journals that published an issue in the past year, how many were peer-reviewed?

[enter # in short answer]

Of journals that published an issue in the past year, how many required an article processing charge or author fee to enable open access publication?

[enter # in short answer]

How many journals that your program has published are currently inactive or archived?

[enter # in short answer]

Publishing Activities - Monographs

[appears only if Monographs was checked in Publishing activities list]

How many monographs did your program publish in the past year?

[enter # in short answer]

Of monographs published in the past year, how many were peer-reviewed?

[enter # in short answer]

Of monographs published in the past year, how many required a book processing charge or author fee to enable open access publication?

[enter # in short answer]

Publishing Activities - Open Educational Resources

[appears only if Open educational resources was checked in Publishing activities list]

How many open educational resources did your program publish in the past year?

[enter # in short answer]

Of open educational resources published in the past year, how many were peer-reviewed?

[enter # in short answer]

Disciplinary Specialties

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

[survey has five short-answer boxes to complete]

Top Publications

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 Name (journal).

[survey has five short-answer boxes to complete]

Partners

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

Check all that apply.

- Campus departments or programs
- Individual faculty
- Graduate students

- Undergraduate students

Are there other publishing entities administered by your library?

[select one of the following]

- Yes
- No
- I don't know

How do you work with them?

[appears only if Yes was checked in previous question]

[essay]

Are there other publishing entities within your library's parent institution?

[select one of the following]

- Yes
- No
- I don't know

How do you work with them?

[appears only if Yes was checked in previous question]

[essay]

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

[select one of the following]

- 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

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

[essay]

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

[select one of the following]

- Yes
- No

Media Formats

Which media formats do you publish? Check all that apply.

- Audio
- Concept maps or other visualizations
- Data
- Images
- Modeling
- Multimedia/interactive content
- Text
- Video

Software & Platforms

What software/platform(s) does your library use to provide publishing services? Check all that apply.

- CONTENTdm
- Dataverse
- Digital Commons (bepress)
- DSpace
- Eprints
- figshare
- Islandora
- Janeway
- Kotahi
- Locally developed software
- Manifold
- Murkurtu
- Omeka
- Open Conference Systems (OCS)
- Open Journal Systems (OJS)
- Open Monograph Press (OMP)
- Open Preprint Systems (OPS)
- Pressbooks

- PubPub
- Samvera (including Hyku or Hyrax)
- Scalar
- Ubiquity platforms
- WordPress

Digital Preservation

Which of the following preservation systems or service providers (distinct from access platforms) do you use for the content your library publishes? Check all that apply.

- Amazon Glacier
- Amazon S3
- AP Trust
- ADPNet
- Archive-It
- Archivematica
- ASERL Scholars Trust
- bepress Archive
- Bibliovault
- CLOCKSS
- COPIM
- COPPUL
- Digital preservation services under discussion
- DPLA
- DuraCloud
- FCLA DAITSS
- HathiTrust
- In-house
- Internet Archive
- Keepers Registry
- LOCKSS
- MetaArchive
- NASIG
- Option 20
- Permafrost
- PKP Open Preservation Network

- Portico
- Preservica
- Rosetta
- UC3 Merritt
- Other (please specify)

Other digital preservation:

[appears only if Other was checked in previous question]

[short answer]

Services

Which of these additional services does your library offer in support of library publishing activities? Check all that apply.

- 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 tables of contents
- Contract/license preparation
- Copyediting
- Data visualization
- Dataset management
- Developmental and/or substantive editing
- Digitization
- DOI assignment/allocation of identifiers
- DOI distribution
- Graphic design (print or web)
- Hosting of supplemental content
- Image services
- Indexing services (e.g., assistance with journal application for DOAJ)
- ISBN registry
- ISSN registry
- Marketing
- Metadata
- Open URL support

- Outreach
- Peer review management
- Print-on-demand
- Training
- Typesetting

Policies

Which written policies or statements guide your publishing program's work? These may be program-level policies or publication-level policies set, suggested, or drafted by the program for participating publications. Please check all that apply and provide a title and link for any that are publicly available.

- Accessibility policy
- Antiracism policy
- Author rights/copyright policy
- Authorship/contributorship policy
- Compensation/royalty policy
- Conflict of interest policy
- Diversity, equity, and inclusion statement
- Editorial board policy
- Ethics statement
- Inclusive language policy
- Name change policy
- Open access policy
- Peer review policy
- Preservation policy
- Privacy/confidentiality policy
- Retraction/correction policy
- Other (please specify)

[short answer forms for a title and link will appear for each policy checked]

Are there other organizations whose policies you have adopted or are using as guidelines? If so, please list the organizations below.

[short answer]

Tell Us More

Describe any expansion, change in focus, or new directions of your library publishing services *in the past year*.

[essay]

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

[essay]

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

[essay]

Thank you for submitting to the Library Publishing Directory.