This questionnaire is designed to collect information for 2015 Library Publishing Directory, published by the Library Publishing Coalition. A version of the Directory will be openly available online.

This questionnaire has 35 questions and will take approximately 45 minutes to complete. We recommend that you preview the survey questions here before you begin. To obtain a copy of your responses for your records, e-mail sarah@educopia.org.

Please follow these guidelines when completing the questionnaire:

1. Do not include any information that you do not want to share with others. Contact information, mission statement/objectives, and information about services and publications may be published in the Directory.

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

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

Library publishing is defined here as the set of activities led by college and university libraries 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.

* 1. I understand that any answers I provide may be published in the Directory of Library Publishing Services and attributed to my institution.

☐ yes

* 2. Does your library currently provide library publishing services?

Remember that library publishing services are defined here as:

… the set of activities led by college and university libraries 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 program, production and/or hosting of journals, and hosting of original datasets WOULD be considered library publishing for the purposes of this questionnaire.

◯ yes

◯ no

General Information

* 3. Library Name

* 4. College or University Name

* 5. Please provide the following information for the UNIT PRIMARILY RESPONSIBLE for publishing in the library:

Name of department or unit (required)	
Mailing Address (optional)	
Email of department/unit/program (optional)	
URL(s) of primary web page(s) for publishing program (optional)	
Social media accounts (optional)	

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

Name (required)	
Title (required)	
Phone (required)	
Email (required)	
% of time devoted to publishing functions	
Description of publishing responsibilities	

* 7. 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 200 words.

8. In what year did your publishing activities start?

* 9. Which best describes your library publishing efforts?

Pilot (1)	(2)	Developmental Stage (3)	(4)	Established (5)
○	○	○	○	○

10. Describe any plans for expansion, development, or future directions of your library publishing services.

Staffing

11. What is your total FTE in support of publishing activities?

Professional staff

Paraprofessional staff

Graduate students

Undergraduates

Editorial Board

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

○ yes

○ no

About the Publishing Program

13. Which of the following best describes the organization of library publishing services at your institution?

◯ centralized library publishing unit/department

◯ services are distributed across library units/departments

◯ services are distributed across campus

◯ services are distributed across several campuses

◯ Other (please specify)

14. Which internal partners does your library work with in its publishing activities?

☐ campus departments or programs

☐ individual faculty

☐ graduate students

☐ undergraduate students

15. Please list any external partners (e.g., scholarly societies, NOT vendors) your library works with in its publishing activities.

* 16. Does your library work with a university press?

◯ Yes

◯ No

17. Please provide the name of the University Press your library works with.

Publications

18. How many of each of the following publication types did your library produce and/or disseminate in the last 12 months?

campus-based faculty-driven journals (# of titles)

campus-based student-driven journals (# of titles)

journals produced under contract/MOU for external groups (# of titles)

monographs (# of titles)

textbooks (# of titles)

technical/research reports

faculty conference papers and proceedings

student conference papers and proceedings

newsletters (# of titles)

databases

ETDs

undergraduate capstones/honors theses

19. Please list any other types of publications that your library produces and/or disseminates.

20. How many of your publications are Open Access?

campus-based faculty-driven journals (#) of titles

campus-based student-driven journals (#) of titles

journals produced under contract/MOU for external groups (# of titles)

monographs (# of titles)

21. How many of your publications require a paid subscription or purchase?

campus-based faculty-driven journals (#) of titles

campus-based student-driven journals (#) of titles

journals produced under contract/MOU for external groups (# of titles)

monographs (# of titles)

22. How many of your publications use a "hybrid" model (OA and subscription content or "freemium" versions)?

campus-based faculty-driven journals (#) of titles

campus-based student-driven journals (#) of titles

journals produced under contract/MOU for external groups (# of titles)

monographs (# of titles)

23. Approximately what percentage of your journals assess article processing charges?

24. Approximately what percentage of your journals are peer reviewed?

25. Which media formats do you publish?

☐ text

☐ images

☐ audio

☐ video

☐ data

☐ concept maps, modeling, maps, or other visualizations

☐ multimedia/interactive content

☐ Other (please specify)

26. List up to five disciplinary specialties of your library's publications.

Specialty 1

Specialty 2

Specialty 3

Specialty 4

Specialty 5

27. List the titles of your library's top five publications, as you perceive them (i.e., measured by reputation, download count, significance to your library).

Publication 1

Publication 2

Publication 3

Publication 4

Publication 5

28. Describe the degree to which your focus is on Open Access.

Not at all (1)	2	3	4	Completely (5)
○	○	○	○	○

Technologies

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

☐ bepress (Digital Commons)

☐ Connexions

☐ CONTENTdm

☐ DPubS

☐ DSpace

☐ EPrints

☐ Fedora

☐ Hydra

☐ Islandora

☐ OJS

☐ OCS

☐ OMS

☐ Scalar

☐ Wordpress

☐ Locally developed software

Other (please specify)

[   ]

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

- [ ] ADPNet
- [ ] Amazon Glacier
- [ ] Amazon S3
- [ ] AP Trust
- [ ] Archive-It
- [ ] Archivematica
- [ ] Chronopolis
- [ ] CLOCKSS
- [ ] COPPUL
- [ ] discoverygarden
- [ ] DuraCloud
- [ ] DPN
- [ ] FCLA DAITSS
- [ ] HathiTrust
- [ ] Hydra
- [ ] LOCKSS
- [ ] MetaArchive
- [ ] Portico
- [ ] Preservica
- [ ] Rosetta
- [ ] Scholars Portal
- [ ] Safety Deposit Box
- [ ] Synergies
- [ ] UC3 Merritt
- [ ] In-house
- [ ] Digital preservation services under discussion
- [ ] No digital preservation services provided
- [ ] Other (please specify) / Elaboration

Services

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

- [ ] graphic design (print or web)
- [ ] print-on-demand
- [ ] typesetting
- [ ] copy-editing
- [ ] marketing
- [ ] outreach
- [ ] training
- [ ] analytics
- [ ] cataloging
- [ ] metadata
- [ ] compiling indexes and/or TOCs
- [ ] notification of A&I sources
- [ ] ISSN registry
- [ ] ISBN registry
- [ ] applying for Cataloging in Publication Data
- [ ] DOI assignment/allocation of identifiers
- [ ] open URL support
- [ ] dataset management
- [ ] peer review management
- [ ] business model development
- [ ] budget preparation
- [ ] contract/license preparation
- [ ] author copyright advisory

- [ ] other author advisory
- [ ] digitization
- [ ] image services
- [ ] data visualization
- [ ] hosting of supplemental content
- [ ] audio/video streaming
- [ ] Other (please specify) / Elaboration

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

Business/Sustainability Model

33. How are your library publishing activities currently funded? Indicate the approximate percentage of funding contributed by each source. Only include numeric values (do not include the % symbol). Your answers should add up to 100.

library materials budget

library operating budget

non-library campus budget

endowment income

charitable contributions/Friends of the Library organizations

grants

sales revenue

licensing revenue

charge backs

other

Additional Information

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

* 35. Whom should we contact with follow-up questions about this questionnaire?

Name

Email