

# Library Publishing Directory Questionnaire

Complete this questionnaire by **September xx, 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](mailto:contact@librarypublishing.org) with questions.

Step 1 of 2 - Guidelines

50%

## 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.

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

Yes

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Step 2 of 3 - Summary Information

66%

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

## General Information

**Institution or Organization Name \***

**Library Name**

**Institution Type \***

**Location \***

**Library Publishing Coalition Membership \***

Please Select

**Unit Information**

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

**Unit Name****Unit Email****Unit Website**

Please enter URL of primary web page for publishing program

**Social Media - Twitter****Social Media - Facebook****Social Media - YouTube****Social Media - Instagram****Social Media - Blog**

**Social Media - Other****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.*

0 of 3000 max characters

**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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Step 3 of 9 - Program Details

33%

## 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

- organization (e.g. non-profit association, library consortia) that provides or supports library publishing activities on behalf of its library members

Other

**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

Graduate Students

Undergraduate Students

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

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Step 4 of 9 - Publishing Activities

44%

## Publishing Activities

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

- |   |   |
|---|---|
| <input type="checkbox"/> conference papers and proceedings, faculty   | <input type="checkbox"/> conference papers and proceedings, student |
| <input type="checkbox"/> databases  | <input type="checkbox"/> datasets                                   |
| <input type="checkbox"/> educational resources (ex. textbooks, course modules)                                    | <input type="checkbox"/> electronic theses and dissertations (ETDs) |
| <input type="checkbox"/> expansive digital publications (digital humanities or other complex multimedia projects) | <input type="checkbox"/> journals, campus-based faculty-created     |
| <input type="checkbox"/> journals, campus-based student-created   | <input type="checkbox"/> journals, contracted by external groups    |

- journals, inactive back-issues
- newsletters
- undergraduate capstones/honors theses
- monographs
- technical/research reports

## 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.*

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### 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

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Step 5 of 9 - Specialties & Top Publications

55%

## 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**

**Specialty 4****Specialty 5****Top Publications**

*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

66%

## Partners

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

- |   |   |
|---|---|
| <input type="checkbox"/> campus departments or programs | <input type="checkbox"/> individual faculty     |
| <input type="checkbox"/> graduate students              | <input type="checkbox"/> 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.)**

0 of 3000 max characters

**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

- Partner on services and publications
- Integrated
- 

### 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

Conference papers and proceedings, student

Educational resources (ex. textbooks, course modules)

Journals, campus-based faculty-created

Journals, campus-based student-created

Journals, contracted by external groups

Monographs

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?

- |                                   |   |
|-----------------------------------|---|
| <input type="checkbox"/> audio    | <input type="checkbox"/> concept maps or other visualizations |
| <input type="checkbox"/> data     | <input type="checkbox"/> images                               |
| <input type="checkbox"/> modeling | <input type="checkbox"/> multimedia/interactive content       |
| <input type="checkbox"/> text     | <input type="checkbox"/> video                                |

### Other (please specify)

0 of 100 max characters

## Software & Platforms

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

- |   |                                     |
|---|-------------------------------------|
| <input type="checkbox"/> CONTENTdm                  | <input type="checkbox"/> Dataverse  |
| <input type="checkbox"/> Digital Commons (bepress)  | <input type="checkbox"/> DPubS      |
| <input type="checkbox"/> DSpace                     | <input type="checkbox"/> EPrints    |
| <input type="checkbox"/> Fedora                     | <input type="checkbox"/> figshare   |
| <input type="checkbox"/> Islandora                  | <input type="checkbox"/> Janeway    |
| <input type="checkbox"/> locally developed software | <input type="checkbox"/> Manifold   |
| <input type="checkbox"/> OCS                        | <input type="checkbox"/> OJS        |
| <input type="checkbox"/> Omeka                      | <input type="checkbox"/> OMP        |
| <input type="checkbox"/> OMS                        | <input type="checkbox"/> Pressbooks |
| <input type="checkbox"/> Samvera                    | <input type="checkbox"/> Scalar     |
| <input type="checkbox"/> WordPress                  |                                     |

### Other (please specify)

0 of 100 max characters

## Digital Preservation

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

- |   |                                     |
|---|-------------------------------------|
| <input type="checkbox"/> Amazon Glacier | <input type="checkbox"/> Amazon S3  |
| <input type="checkbox"/> AP Trust       | <input type="checkbox"/> Archive-It |
| <input type="checkbox"/> Archivematica  | <input type="checkbox"/> CLOCKSS    |

- |  |   |
|--|---|
| <input type="checkbox"/> COPPUL                                    | <input type="checkbox"/> Digital preservation services under discussion |
| <input type="checkbox"/> DPN                                       | <input type="checkbox"/> DuraCloud                                      |
| <input type="checkbox"/> FCLA DAITSS                               | <input type="checkbox"/> HathiTrust                                     |
| <input type="checkbox"/> Hydra                                     | <input type="checkbox"/> In-house                                       |
| <input type="checkbox"/> LOCKSS                                    | <input type="checkbox"/> MetaArchive                                    |
| <input type="checkbox"/> No digital preservation services provided | <input type="checkbox"/> PKP Preservation Network                       |
| <input type="checkbox"/> Portico                                   | <input type="checkbox"/> Preservica                                     |
| <input type="checkbox"/> Rosetta                                   | <input type="checkbox"/> Scholars Portal                                |
| <input type="checkbox"/> UC3 Merritt                               |   |

**Other (please specify)**

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

- |  |  |
|--|--|
| <input type="checkbox"/> analytics                     | <input type="checkbox"/> applying for Cataloging in Publication Data |
| <input type="checkbox"/> audio/video streaming         | <input type="checkbox"/> author advisory – copyright                 |
| <input type="checkbox"/> author advisory – other       | <input type="checkbox"/> budget preparation                          |
| <input type="checkbox"/> business model development    | <input type="checkbox"/> cataloging                                  |
| <input type="checkbox"/> compiling indexes and/or TOCs | <input type="checkbox"/> contract/license preparation                |
| <input type="checkbox"/> copyediting                   | <input type="checkbox"/> data visualization                          |
| <input type="checkbox"/> dataset management            | <input type="checkbox"/> digitization                                |

- |   |  |
|---|--|
| <input type="checkbox"/> DOI assignment/allocation of identifiers | <input type="checkbox"/> DOI distribution                |
| <input type="checkbox"/> graphic design (print or web)            | <input type="checkbox"/> hosting of supplemental content |
| <input type="checkbox"/> image services                           | <input type="checkbox"/> ISBN registry                   |
| <input type="checkbox"/> ISSN registry                            | <input type="checkbox"/> marketing                       |
| <input type="checkbox"/> metadata                                 | <input type="checkbox"/> notification of A&I sources     |
| <input type="checkbox"/> open URL support                         | <input type="checkbox"/> outreach                        |
| <input type="checkbox"/> peer review management                   | <input type="checkbox"/> print-on-demand                 |
| <input type="checkbox"/> training                                 | <input type="checkbox"/> typesetting                     |

**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?**

0 of 3000 max characters

## 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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Step 9 of 9 - Submission

100%

## 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

Confirm Email

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

0 of 3000 max characters

**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.

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