

## Update, 24 June 2020

The temporary collection development policy below was published in April 2020 to provide a framework for the use of a fighting fund provided by the University and by Cambridge University Libraries. Now, in June 2020, the main University Library is moving towards offering access to its physical collections again and the fighting fund is close to its end. Temporary access to many e-resources is also winding down (for more information on this, please [click here](#)).

Library staff are now working on a framework by which to determine expenditure on e-resources (including ebooks and ejournals) to support teaching and learning in 2020/21. This page will be updated accordingly in due course. For the time being, the broad principles of the policy below remain in place: our focus is on supporting Cambridge students and staff, with purchasing decisions being reached collaboratively across Cambridge University Libraries.

Requests for ebooks should continue to be submitted via [this form](#). Requests for ejournals and databases should continue to be sent via the [online recommendation form](#) or via email to [ejournals@lib.cam.ac.uk](mailto:ejournals@lib.cam.ac.uk). Library staff may redirect readers to other CUL services as appropriate and may delay purchases until the new financial year (starting August 2020) where appropriate.

### Provision of new electronic material during COVID-19 outbreak

Cambridge University Libraries (CUL) aim to support the University's teaching and research functions as fully as possible. The current closure of physical libraries means that our readers are now dependent on e-resources. These resources are available from any location worldwide (with the exception of titles received through electronic legal deposit) for **current students and staff** of the University of Cambridge.

This temporary collection development policy has been produced to provide a framework for the use of fighting funds during the early stages of CUL physical closure. It does not try to address medium- or long-term plans.

Funds released to support the acquisition of extra electronic material during the COVID-19 outbreak are generous but not limitless. Their primary focus is on the support of **teaching and learning** and **coronavirus-related research**. CUL must ensure that these funds are spent in a fair and answerable manner. This policy employs existing structures and workflows that support decision-making.

Readers are encouraged to put requests for purchase for all new electronic material to their faculty or departmental librarian (or school librarian for students without a "home" faculty or department) in the first instance. Readers are also welcome to contact their college library for advice and college library staff may then put requests to faculty or departmental librarians on behalf of their readers.

#### ebooks

Textbooks identified by faculty, departmental, and college librarians are being sourced where available through **trial** access to BibliU, Kortext, and VitalSource Helps.

Core reading list titles and other significantly in-demand material identified by faculty, departmental, and college librarians (or flagged to them by teaching staff) will be purchased as ebooks where available. Library colleagues should send titles in weekly batches to the ebooks team. Faculty or departmental libraries purchasing ebooks directly should share weekly expenditure updates with the central team to ensure that their contributions are accounted for.

Reader requests should be submitted via [this form](#). Research requests relating to COVID-19 research will be purchased where available, after checking for Open Access availability. Titles requested for research in other subjects will be checked first for availability in one of the temporary resources open to Cambridge (see [Appendix A](#)) or through Open Access, and the requester pointed to the available copy where found.

If the book is not available already but is available for institutional purchase, the relevant faculty and departmental librarian(s) will be asked for input. CUL remains committed to supporting research during

physical library closures, but not every request will be able to be met\*. Within CUL, faculty and departmental librarians are best placed to determine the likely wider use of a title, while also taking its costs into account. If the request is supported, an ebook will be bought. If not, [this page](#) might be helpful for readers.

\*Titles requested by students to support work being put forward for formal assessment will be purchased where feasible. Requests for the purposes of reference-checking cannot be supported at the time of writing. Post-docs and academics are asked to limit their research ebook requests to 5.

Any ebook costing more than £200 (before VAT) should be agreed with the relevant school librarian before purchase.

## Journals and databases

Contingency funding is available for subscription to or purchase of online journals and databases (aka eresources). Requests for access should be sent via the [online recommendation form](#) or via email to [ejournals@lib.cam.ac.uk](mailto:ejournals@lib.cam.ac.uk).

Requests will be first checked for Open Access availability and against content opened up for the COVID-19 outbreak, noting that this content is available temporarily.

If the request cannot be satisfied by existing resources or is only temporarily available and it is up to the value of £1000, it will be considered for purchase/subscription by the JCS Team in consultation with the chairs of the relevant JCS Consultative Committees.

Requests in excess of £1000 will be referred to the chairs of the relevant JCS Consultative Committees to consult with their members and make a recommendation. Recommendations will be collated by the JCS Team and referred to the JCS Steering Committee for a decision on a regular basis (this will be monthly, starting on 4th May 2020, and kept under review in case the frequency needs to change).

In both cases above if the decision is not to purchase access then the requestor will be referred to the temporary content.

Requests for access to online journals and databases for use by the Clinical School in work on treating and researching the COVID-19 coronavirus pandemic will be treated as priorities. ILL supply from the British Library will be considered. Purchases in excess of £2500 will be referred to the University Librarian or her designated deputy for a decision. Purchases below this threshold will be considered by the JCS Team.

New subscriptions to ejournals and databases taken out with temporary funding will be for 12 months only. It is important that temporary access to a resource is not regarded as a sufficient substitute for provision when it is known that the resource is a priority for teaching and/or research. If this is the case it would be most helpful if that situation can be highlighted to the JCS team well in advance of the withdrawal of access.

## Appendix A

Many publishers and aggregators have opened up their content to Cambridge on a temporary basis during the outbreak (but note that the end dates for the various trials differ). A full list of these temporarily available sources is maintained here: <http://libguides.cam.ac.uk/az.php?t=26526>

Note that iDiscover does not hold records for all of these resources. At the time of writing, the core databases whose records are not in iDiscover we recommend librarians use for looking for **ebooks** are:

- Perlego (300,000 mixed titles, including trade publications)
  - o Perlego titles can be searched on [perlego.com](http://perlego.com) without an account. Use instructions [here](#) to read books. Note that access is only until 4 July 2020.
- JSTOR
  - o 35,000 extra titles are available through their [standard platform](#). Remember to click on “Book chapters” in the left-hand column after doing a keyword search to narrow the results to books.

- [Oxford Scholarship Online](#) for OUP titles.
- [Bloomsbury Collections](#) for Bloomsbury titles.
- [Brepols Online](#) for Brepols titles.

Records for ebooks made available through temporary access to ProQuest Academic Complete and EBSCO eBook Academic Collection are now in iDiscover.

For textbooks, BibliU records are now in iDiscover. Kortext records are [maintained here](#), and VitalSource Helps guidance is [available here](#).

COVID-19 temporary collection development policy : version control			
Version	Comment	Updated by	Date
1.0	Finalised per discussions with PK, EAT, LW, NT, MW	MB	15.04.2020
	Updated re college libraries, textbooks, ebook rec. form, App. A	MB (with CR)	06.05.2020