

To: Department Chairs
From: Molly Ware, President, Faculty Senate
Date: March 10, 2016
Subject: Senate Library Committee / Sustainable Access Task Force Report

Background

Western faces continued and significant budget shortfalls to pay for current library resources. In this context, Academic Affairs and the Faculty Senate engaged the Senate Library Committee to seek solutions. The Committee convened the Sustainable Access Task Force (SATF) and prepared a report to determine principles, criteria, and processes for reducing expenditures on library resources. Western Libraries has applied the SATF's criteria and formula to produce a list of titles for cancellation. The Task Force's charge, its report, and the spreadsheet of titles for cancellation are attached and have been placed on the Western Libraries website: <http://library.wvu.edu/subscriptions-reduction>.

Next Steps for Department Chairs

The SATF report permits an academic department to request that a title on the cancellation list be considered for retention based upon defensible criteria.

- If your department identifies any titles on the cancellation list that it wishes considered for retention, please send the title and a justification to Mike Olson, Director of Scholarly Resources and Collections Services (Mike.Olson@wwu.edu), no later than **Friday, April 29 at 5:00 PM**. Retention requests submitted after that date will not be considered.
- Department chairs should coordinate all requests within the department and submit a single, department-approved list of titles to the Libraries. The Western Libraries is not able to consider requests from individual faculty.
- Retention requests must be based upon defensible criteria as suggested in the report's 4th general principle.

Next Steps for the Western Libraries

- After April 29, Western Libraries faculty will meet to review all department retention requests.
- In the event that total retention requests exceed the 15% buffer described in the SATF's cancellation formula, Western Libraries faculty will collectively analyze and prioritize the retention requests based upon the defensible criteria submitted by each department chair.
- Western Libraries faculty will publish on its web site a final list of cancellations and a description of the process and criteria they used in prioritizing the department retention requests by **Friday, May 20 at 5:00 PM**.
- Cancellations will take effect for the calendar year 2017.