

Environmental Scan Instructions

Transcript from 8/9/06 email to collman: "environmental scan of collections – we need your input"

Collection coordinators are doing an intensive review of the indicators that we use to allocate budgets before allocating the rest of our funding in October, and need information from you on each of your collections. By ****September 30****, please send your collection coordinator a brief document covering the following questions as they apply to your collection(s). While we realize that additional funding would be required to correct a lot of the problems, this environmental scan will help us determine directions with what funding we do have. I'm sure there will be some questions. Collection groups will be discussing this, so please let your collection coordinators and I know what issues come up in trying to complete this.

Please provide whatever information you can about the following:

- (1) What types of specialized monograph or serial materials are you now unable to buy adequately to meet the needs of your department or program (e.g. art exhibition catalogs, databases, non-book formats such as videos, etc.)
- (2) Why you can't buy these materials (such information as average cost per volume of these materials would be helpful; e.g., the high cost of art books)
- (3) Why these materials are critical to supporting graduate programs / faculty research.
- (4) What graduate degree programs does your fund have to support that are offered only at UCSB, or offered at UCSB and maybe only two or three other UCs? Given that system-wide collaboration is increasingly emphasized, this information is obviously important because it impacts our ability to borrow from other UC campuses material we can't afford to buy here.
- (5) Are there any other factors that affect system-wide borrowing / collaboration? For example, composers' critical editions are reference materials (non-circulating) at all UC campuses but one. System-wide collaboration is not a possibility for these materials, nor are these materials available online.
- (6) Are undergraduate needs largely met in your subject area? If not, what are you unable to buy that is vital to supporting your undergrad programs?
- (7) Any other information you can think of that demonstrates the impact of the current budget on the effectiveness of your fund(s) to support your programs.

Thanks, as always.

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