

Collection Manager Instructions Format review for 2006 subscriptions

The review of titles this year will be internal. There will be no faculty letter, no public web site for review. There may be selected cases where faculty consult will make sense. Use your judgment.

By May 1st:

1. Review serials lists:

- a. Your own (however many)
- b. SREFE, SSCIE, SMISC (to be put on I:\collections\format review 05-06\)
Questions to ask:
 - Do we have access in more than one format?
 - Do we use the print, or are we finding the information another way?
 - Is there an electronic only option (if so, is it within the same price ballpark?)
- c. Selected collection managers will need to review the Springer and Brill lists for titles that can be converted to e-only. (lists at I:\collections\format review 05-06\)

2. Submit titles that you think can be cancelled to your collection coordinators no later than MAY 1st. Please indicate the
 - a. serials fund (e.g. SPOLI)
 - b. a **brief** rationale for canceling (e.g. also in print/film; don't need—find this info on the web; etc.)

By May 31st

1. Combined list of everyone's proposed cancellations will be created.
2. All collection managers will review the combined list, and make recommendations on any titles that should remain in print.

By June 15th

Final list of cancellations will be submitted to Serials.

Related discussion:

Does it make sense to keep the ref collections centrally managed? Are there other ways to manage the diverse titles?