Committee/Unit Charge

UNIVERSITY OF CALIFORNIA, LOS ANGELES
Scholarly Communication and Licensing
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Scholarly Communication and Licensing

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Scholarly Communication

Electronic Resource Management

Licensing

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Educational Materials

Rights Toolkit

The *Scholarly Communication and Licensing (SCL)* unit develops strategic directions for scholarly communication programs and delivers electronic and digital collection services to the UCLA community.

The unit, working closely with the Associate University Librarian for Collection Management and Scholarly Communication, oversees the expansion of the scholarly communication programs and services at UCLA, and develops and implements services and programs designed to provide outreach and instruction to faculty related to intellectual property issues that affect libraries, archives, and cultural memory institutions. The unit also builds an enterprise-wide infrastructure for electronic resource management activities, which includes the selection, acquisition, licensing, access, and ongoing maintenance of electronic collections. SCL administers the UCLA instance of the Web Archiving Service, facilitates campus-wide participation in eScholarship, oversees commercial licensing, supervises mass digitization efforts, and advises on permissions and rights metadata for the UCLA Library.

This website provides information and resources to aid UCLA Library staff in carrying out their responsibilities in connection with management of digital collections.

Updated: February 18, 2011

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Scholarly Communications Working Group

Access to scholarly resources is central to teaching and learning in the academy.   As new models for scientific and scholarly exchange emerge, the Libraries will develop innovative and sustainable solutions for the creation, evaluation, dissemination and preservation of scholarly research contributions. In partnership with campus and external collaborators, the Libraries will pursue cohesive strategies for the adoption of digital technologies and emerging services to support major national directives and international initiatives for evolving systems of scholarly communications. These partnerships will also involve the development of new digital content in support of research and teaching.

Charge
To foster and promote an integrative and scalable approach to scholarly communications issues within the Libraries, campus and CU System. This includes identifying strategic directions and collaborating within the Libraries and with other entities to implement programs and services.

- Implement a digital repository
- Develop outreach and consultation services in support of open access and author's rights issues
- Coordinate data curation, archiving and management
- Investigate and recommend tools and applications for the robust dissemination of digital collections in multiple formats
- Identify solutions for long term preservation of digital resources

Membership
Departmental representatives may include one member from each of the following departments (selected by the Department Director): Special Materials; Humanities; Social Sciences; STEM; Metadata Services; LIT; Resource Management; and 2-3 additional members/stakeholders appointed by the Management Team.

The term of service should be 3 years, staggered. An effort should be made to rotate members from departments, and to select members from both faculty and staff. WG members should not be part of the Management Team. There will also be a Management Team Liaison, chosen from among the departments listed above. The working group should invite members of other departments or working groups as needed.

Leadership Model
The SCWG Coordinator will be elected by the standing membership, in keeping with the Libraries' Working Group model, and will serve a 3 year renewable term. The Coordinator cannot be a member of the Management Team. The Coordinator and Management Team Liaison should be from different departments.

Taskforces, standing committees and other groups
This Working Group will succeed the Digital Strategies Committee. The Scholarly Communications Working Group (SCWG) will create additional task forces or smaller working groups as it deems appropriate and will coordinate with affected departments, units or participating libraries. Representatives to taskforces and other groups may be recruited from outside of the SCWG membership. Management Team recommends the following groups:

- Digital Libraries Management Group (DLMG)
- Digital repository policies
- Data curation
- Digital rights/author's rights
- Outreach & liaison

Priorities
The SCWG will prioritize its activities and make recommendations to the Management Team regarding resources as needed. Because this Working Group contributes to new services and intellectual content that are critical to future of the Libraries, the SCWG will disseminate information broadly and communicate regularly with the Management Team.

Immediate priorities for 2012 will be:
1) Prepare *DigiTool* policies for full release by Fall semester, 2012
    a. Develop repository policies in conjunction with appropriate collaborators and authorities.
    b. Coordinate promotion of *DigiTool* as Green OA scholarly communications service.
    c. Prepare internal workshops on scholarly communications issues, including author-rights management, open access publishing models and their value.
    d. Suggest cross-departmental workflows for the long-term management of *DigiTool* by spring 2013.
    e. Investigate relationships with VIVO, learning object repository, and OCG.

2) Promote Libraries role in research data services.
    a. Work with Research Computing to integrate Libraries role in data.colorado.edu
    b. Finalize the Libraries Research Data Management Services web pages
    c. Play an active role in providing consulting service to researchers in writing data management plans

3) Study, identify, and recommend necessary digital infrastructure requirements (including server space) to fully address the Libraries' needs for archiving, curating, preserving, and delivering intellectual content-- print, audio, video, and born digital formats.

5/1/12 approved

University of Connecticut Libraries
Scholarly Communications / Copyright Team

The *Scholarly Communications / Copyright Team* is charged to promote awareness across the university system among librarians, faculty, staff, and students of scholarly communication issues and trends, including new directions in scholarly publishing and communication; to provide services and tools that will help the community members understand the implications of copyright compliance in the digital age; to assist community members in locating alternative publication venues; and to articulate ongoing efforts to foster a healthier scholarly communication environment.

To this end the team will
- Develop programs that promote awareness of scholarly communication trends and issues
- Develop and maintain informational websites on scholarly communication and copyright issues for the university community
- Develop an educational campaign for the university community on the significance of author copyright in the digital age
- Promote awareness and facilitate usage of alternative publishing models such as open access. Encourage official statements in support of open access publication models
- Lobby for the establishment of new service positions for the university, such as Intellectual Property Officer or Scholarly Communications Officer
- Facilitate and participate in regional and national scholarly communication initiatives
- Coordinate scholarly communication initiatives among all university campuses including Storrs, the Health Center, the Law School, and the Regional Campuses.

The team will seek advice from university administrators and faculty on transitioning the scholarly communication program from a library-based initiative to a university-based initiative.

Communication
The *Scholarly Communications / Copyright Team* will work closely and in coordination with the Libraries' Institutional Repository Team, Health Center Library, the Law School Library; and University Research Administration.

Team documents intended for use by library staff will be available on the library's intranet or public web site.

Questions from within UConn faculty, staff, or students can be posed to any team member. That member can ask the ScholCom listserv for input from the team if desired. However, the response would still be from the individual team member. A log of questions and answers will be posted on Sharepoint for team use by the team recorder.

Questions from outside the University of Connecticut will be answered using a stock answer that points people to helpful web resources.

The team will distribute incoming copyright and scholarly communication news and information to interested library staff via a scholarly communications listserv, to which others may also contribute. The team will send a reminder to all staff once a year inviting new subscribers.

While the UConn Libraries Scholarly Communications/ Copyright Team offers copyright resources to the university community, neither the library nor the team are responsible for enforcing copyright compliance within the university. The team does not offer legal advice.

The team should plan to keep in regular contact with the following individuals and groups:
- Legal counsel
- Office of Audit, Compliance and Ethics
- Attorney General's Office (Storrs Branch)
- University Copyright Committee (if formed)
- University CIO and DMCA Representative
- Research Foundation
- Faculty (from the Provost's Library Advisory Committee or the Faculty Research Council)

The *Scholarly Communications / Copyright Team* will archive decisions and documents on Sharepoint.

Budget
Funds for brochures, mailings, annual public forum, and targeted workshop or conference attendance.
Team
The team is a Cross Campus Team

Team Composition/Selection
Three team members will be determined by virtue of their assignments in the organization:
- Coordinator of the Institutional Repository
- Liaison Representative
- Representative from undergraduate education team

Other constituencies to be represented:
- Regional Campus Libraries
- School of Law Library
- Health Center Library
- Faculty (from the Provost's Library Advisory Committee or the Faculty Research Council)
- University Research Administration

Term of Service
Team members will serve two years at which time the team will be reassessed.

Team Leader

The team leader will be selected from among the members. While the work of the team is the responsibility of the team as a whole, the team leader is responsible for making sure the work of the team is done and for seeing that the following duties are carried out:

- meetings are scheduled
- meeting agendas are created and distributed
- meetings are run effectively and efficiently
- see that new team members are mentored
- meeting decisions and action items are documented and archived on Sharepoint
- regular updates are sent to all staff to keep them informed of the team's work
- an annual report is submitted to Director's Council
- annual goals are established and reviewed on a regular basis
- appropriate data are gathered and reported

Meetings

The team meets as necessary.

Records

Team records are maintained on Sharepoint.

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN

Scholarly Communications Committee

http://www.library.illinois.edu/committee/scholcomm/charge.html

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Scholarly Communications Committee

Charge

The Scholarly Communications Committee plans and helps to implement services, including education programs, focused on issues related to:

- Access to and dissemination of research and scholarship (both in published and unpublished forms) produced on the UIUC campus;
- Promoting an understanding of author rights;
- Exploration of a range of traditional and alternative publishing models;
- Increasing dialog with departments/units on campus around a broad range of scholarly communications issues;
- Copyright issues in the use of materials in research and teaching under guidance of the copyright attorney to be hired by the three campuses.

Goals for 2008-2010

The primary goals for 2008-2010 for the committee are:

- Assessment of the scholarly communication cultures and practices of a diversity of academic fields, as represented at UIUC;
- Assessment of copyright issues in use of materials in research and teaching; and
- Development of literature and informational sessions for faculty on author rights, alternative publishing options including open access, and IDEALS in close collaboration with the User Education Committee.
- Development of an informational program and talking points in both scholarly communication and copyright issues for Library faculty and staff in close collaboration with the Staff Training and Development Committee.
- Interact with the Senate Committee on the Library in regards to Scholarly Communications issues.

Composition

The Committee is appointed by the University Librarian with the advice of the Executive Committee.

The Coordinator for IDEALS are permanent members of the committee. The Central Reference Services liaison with the Graduate College serves on the committee ex officio. In addition, three members-at-large from the Library with an interest in copyright and/or scholarly communication issues in their discipline will be appointed for two year terms. The chair will be chosen by the committee and will serve a two year term.

Membership

Sarah Shreeves, Chair of the Scholarly Communication Committee; IDEALS Coordinator
*Melody Allison (08/15/14)
Harriett Green (08/15/14)
Mark Wardecker (08/15/13)
Ex officio:
Merinda Hensley, Central Reference Services Liaison

University Library
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For comments on this page contact: **Gateway Conversion**

Last modified by: Kimberley Matherly on 10/24/12

Scholarly Publishing Committee

Charge

Plan, design and oversee the implementation of a program of staff education, outreach to faculty and students, and other activities to promote positive change in scholarly publishing and communication.

1. Plan and deliver ongoing programs to enhance and deepen the awareness and understanding of library staff, especially liaisons, about the problems, issues and activities that relate to scholarly communication and to develop the skills and knowledge to engage users in dealing with scholarly communication issues. Provide tools and resources to assist in this work.
2. Plan and implement, through liaisons and other staff, an effective program of outreach to faculty, graduate students and other researchers on campus. The program should include, but not be limited to:
   o education about management of author's intellectual property rights;
   o outreach to identify and help harvest content for IRO and develop understanding and support among faculty for this effort;
   o support for faculty, graduate students and other researchers who are seeking to develop alternative ways of using information resources to conduct research and disseminate results;
   o fostering dialogue with faculty and students about scholarly communication issues in order to better understand the developing environments on campus and the changing patterns of scholarly activity among different user communities; and
   o continuation of efforts to raise awareness of the effects of concentration of publishing in commercial operations and the pricing behavior of both commercial and some non-commercial publishers.

Membership: 10 members, two ex officio, and eight drawn from the ranks of collection management or user services liaisons, digital services staff, and members of other units as appropriate.

Member Selection and Term: As needed, the Chair puts out a call for volunteers. New members will be appointed by the Administrative Liaison in consultation with the Chair. Appointments will be made to ensure broad representation from throughout the University Libraries. Members serve three-year terms, which are renewable for up to two consecutive terms. Terms will be staggered to maintain a level of consistency on the committee. Priority consideration in selection will be given to new applicants.

Committee Authority: Major, system-wide projects and policies must be approved by the Admin Group. Other projects, programs and activities are determined at committee

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UNC UNIVERSITY LIBRARIES

Scholarly Communication
UNC Libraries

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About

Our Committee

UNC Libraries' Scholarly Communication Committee

Charge:

This group will support scholarly communication through:

- Promoting broader knowledge
  - Scholarly communication members will develop deeper expertise in scholarly communication and will share knowledge and provide support and leadership to colleagues
  - Define baseline expertise that all liaisons should possess and support training/programs tenure liaisons have that knowledge
  - Plan, develop and deliver professional development programming in scholarly communication to UNC Library Staff
  - Coordinate with TRLN, where possible, to plan, develop and deliver professional development
  - Provide programming to help staff understand how national events/issues like the Google Book Settlement, the NIH policy, and other open access initiatives effect our libraries services and practices
- Policies and workflows
  - Inform and influence collection management policies and practices in support of sustainable models of scholarly communication
  - Coordinate efforts with the UNC institutional repository, particularly around related policies and educational efforts
  - Communicate regularly with the Univerisity Libraries' staff
  - Develop a mechanism for on ongoing environmental scan and inventory of issues, including attention to campus priorities, interests, and needs
  - Create a five year plan for a library scholarly communication program using a collaborative process for designing goals; update and revise plan as necessary, to reflect what we learn from environmental scans
- Campus outreach and awareness
  - Raise campus awareness of scholarly communication issues
  - Raise awareness about important national events/issues that shape our understanding of scholarly communication like the Google Book Settlement, the NIH policy, and other open access initiatives
  - Liaise with relevant campus groups including the University Copyright Committee, Center for Faculty Excellence, and the Office of Institutional Research
  - Assess need for and develop, revise, update and maintain web sites, brochures and other publications related to scholarly communication and intellectual property
  - Facilitate partnerships with faculty, students, campus offices, TRLN libraries, and other partners as appropriate
  - Assess need for, develop and deliver campus programming in partnership with campus stakeholders

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Website comments or questions:
Suggestions on Library Services? Give us your feedback.
URL: http://www.lib.unc.edu/scholcom/committee.html
This page was last updated Wednesday, January 04, 2012.

RUTGERS University Libraries

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Special Election Spring 2007 and charge for new Scholarly Communication Committee - March 28, 2007

Introduction

The landscape of scholarly communication is changing as costs associated with traditional scholarly publishing models have left institutional library budgets unable to keep up, at the same time that scholars have increasingly free and rapid communication via the Internet. In addition, technology and the Internet offer new methodologies for scholars to communicate and publish their work. "Open" institutional and subject repositories play a key role in this development. The Rutgers University Libraries need to "focus and integrate" their energy to determine what role we will play in this landscape and how we will carry out our role.

After a few years of technical development of its infrastructure, our institutional repository - RUcore - is now becoming publicly available, and we are looking forward to enriching its content. This moment makes it especially important for RUL to determine our role in scholarly communication within the university and academic world at large. It is now time for the technical developers of RUcore and those who will shape the content and public outreach for the repository to come together for its fuller development.

Charge: The charge to this committee is to assist in carrying out the goals outlined in the Libraries Strategic Plan related to scholarly communication. These goals include:

- Develop services that facilitate scholarly communication and support the research process among researchers at Rutgers
- Advocate for university and faculty participation in the open access movement to increase the impact of our faculty's research and expand access to scholarly information
- Focus the creation of digital resources on the Libraries' unique collections and on the output of Rutgers University with an emphasis on support for the faculty research process.
- Expand the collections both in electronic and in print to the level of our peer institutions
- Leverage the liaison relationship to departments, centers, and institutes to understand and support the development of new research methodologies in the disciplines

Initially, the following issues are of the highest priority:

- the definition of "open access"
- the relationship between this committee and other related existing committees
- the development of services for users of and contributors to RUcore
- the process of how RUcore projects will be selected
- the role of collection development in new forms of scholarly communication
- the liaison's role related to repository development
- the liaison's role in communicating about scholarly communication trends and issues that will affect and facilitate the work of teaching and research faculty

The work of this committee will evolve as it engages in different aspects of scholarly communication. This does not mean, however, that it is a temporary or ad hoc committee. It is an ongoing, dynamic committee that will give focus to our scholarly communication efforts and generate a number of task forces or subcommittees to pursue specific issues in depth.

To capture the evolutionary nature of the committee, its work will proceed in stages; the first will be internal and involve defining RUL's scholarly communication plan. The second stage will involve expanding the membership of the committee to include administrative, teaching, and research faculty involved in various aspects of scholarly communication for the purpose of

providing advice and guidance in planning, bringing the Libraries' scholarly communications plan to the university at large, and identifying opportunities for collaborative partnerships. The expansion of the membership of the committee and the development of task forces and subcommittees will happen as needed. As the committee expands and its subgroups are established, there will be a need to involve all of the campuses. There is no set timetable for this expansion of the committee's work. It will happen when issues are ready to share. The transition from the first to the second stage should take no longer than four months.

Membership of the committee in the first stage will consist of:

- 2 appointed and 3 elected faculty for one year (will require special election Spring 2007 semester. Terms of service will be reassessed at the end of the year.) Because of the disciplinary differences in approach to scholarly communication the three elected RUL faculty will represent sciences, arts and humanities, and social sciences
- 4 AULs: the Associate University Librarian for Research and Instructional Services, the Associate University Librarian for Planning and Organizational Research, the Associate University Librarian for Collection Development & Management, the Associate University Librarian for Digital Library Systems (for one year; will reassess after that time)
- 1 appointed staff member for one year

Co-Chairs of Scholarly Communication Committee would be: the AUL for Collection Development and Management and a faculty member to be elected from within the committee.

To inform their work, the committee is charged to hold regular open discussions with all RUL faculty. These could take the form of monthly faculty meetings called by the Faculty Coordinator in consultation with the committee.

Charge

The charge for the Scholarly Communications Steering Committee (SCSC).

Charge

UW Libraries Scholarly Communication Steering Committee

Revised Jan. 8th, 2009

Introduction:
The system of scholarly communication is a complex matrix of intellectual property, publishing practices and economics, legislative action, technological developments, and academic expectations for tenure, promotion, research, and publication. Scholarly communication has become an increasing concern of the Libraries and the University administration as it is apparent that the Libraries' ability to acquire and provide access to information is intimately tied to the healthy functioning and interplay of the elements within this system. To support the Libraries' role in the system and to be a proactive agent in facilitating change, the Scholarly Communication Steering Committee has been established.

Charge:

- Develop strategies and actions, set timelines, and determine outcomes that will advance the Libraries efforts to facilitate change.
- Track local, national, and international developments within the broad area of scholarly communication.
- Coordinate the Libraries' educative efforts in the area of scholarly communication. Stimulate discussion, generate supporting material and develop venues for communication and education.
- Seek collaborative ventures internally and with other institutions.
- Explore and identify possible high impact initiatives that the Libraries could either launch or support, such as the establishment of a competitive scholarly electronic journal, participation in an open archive project or the creation of an institutional repository.
- Identify potential faculty partnerships for demonstrations/discussions of alternatives to traditional scholarly communication venues with an eye towards implementing local experiments.
- Advise the Director, Information Services and Scholarly Communication on actions and initiatives that should be taken and resources needed.
- Establish working groups as necessary to carry out the work of the Committee.
- Consult broadly with individuals, groups, and units as needed.

Washington University in St.Louis

Washington University Scholarly Communications Group
Statement of Purpose

Scholarly communications pertains to the creation, transformation, dissemination and preservation of knowledge. It encompasses both teaching (the promotion and transmission of knowledge) and research (the creation of new knowledge). In essence, scholarly communications is at the heart of Washington University's mission.

In recent years, changes in the process of communicating and disseminating research findings have created challenges for teaching, conducting research, and providing library services to students and faculty. Some of these challenges include:

- Changes in information technology
- The use of the internet as the primary distribution method in many fields
- The transition from print to digital formats
- The complexity of research in the 21st century
- The evolution and transformation of traditional publishing models
- Library users' increased expectations for access
- The costs of access outpacing inflation

To meet these challenges, the Washington University Libraries, composed of the Danforth Campus Libraries and Bernard Becker Medical Library, have developed a joint scholarly communications program. We strive to serve the entire Washington University community by providing reliable and unbiased services, resources, and information related to scholarly communications issues. With our campus partners, we will be an active and visible player in exploring the dynamics of scholarly communication at Washington University. A group comprising representation from a broad section of the WU academic community will also be involved in this effort, forming the Washington University Scholarly Communications Group.

The Washington University Scholarly Communications Group at Washington University in St. Louis aims to:

- Increase awareness of the issues related to scholarly communications.
- Encourage discussion on scholarly communications issues at WU and in the broader community.
- Foster and promote traditional and alternative methods for dissemination and preservation of the scholarly output of WU.
- Provide author tools that will enable WU faculty, researchers, scientists and students to efficiently access, share, and transform content that results in new scholarly output.
- Develop programs to preserve licensed, owned and locally created digital content to ensure permanent and stable access.
- Reduce barriers caused by publisher-imposed licensing restrictions.
- Gather and address concerns/questions from the WU community regarding copyright, author rights and author publication agreements; distribution and preservation of digital works; open access issues; public access mandates; self-archiving options; digital repositories; data retention and storage; publication practices; funding policies; and other scholarly communications issues.
- In response to changes in law, custom and technology, develop and maintain informational content on the joint Scholarly Communications Group website.

June 2008