### Shared Monographs Initiative Statement Template

**For prospective purchases of shared print monographs**

**(complete all highlighted sections)**

**Initiative Name:**

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| --- |
|  |

All forwarded Initiative Statements are assumed to have Bibliographer Group approval and the managing campus Collection Development Officer’s endorsement. The lead bibliographer will forward this completed form to the Shared Monograph Coordinating Group via CDL Shared Print.

 Bibliographer Group approval received

 Managing Campus Collection Development Officer endorsements received

|  |
| --- |
|  |

Initiative Start Date (CDC Endorsement received)

**Contacts**

* 1. Lead Bibliographer:

|  |
| --- |
|  |

* 1. Managing campuses are the designated home for the print monographs. Managing campus(es):

|  |
| --- |
|  |
|  |
|  |

**Policies and Standards:**

This shared print monograph collection shall be governed by shared print policies and standards posted on the CDL Shared Print website: <http://www.cdlib.org/services/collections/sharedprint/policies.html>

1. Retention*.* A single print copy of each monograph acquired under this program is designated and disclosed as shared print and governed by two policies which address retention, ownership, collection responsibilities and eligibility for storage in relation to other duplicate copies.
	1. *Shared Print in Place Policy for Prospective Collections* for items held at a library*.*
	2. *Persistent Deposits in UC Regional Library Facilities (need URL)* for items deposited in storage facilities.
2. Access*.* The monographs acquired under this program shall be made accessible according to the *Common Access Policy for Shared Print in Place Collections*.
3. Disclosure. The participants agree to disclose shared print monographs in union catalogs according to the *Bibliographic Service Standards for Shared Print Monographs* to facilitate access, discovery, resource sharing and collection management.
4. Financial Obligations and Reporting. Each managing campus assumes all financial obligations and responsibilities for acquiring the monographs under this program. Managing campuses shall follow the *Standard Acquisition Practices for Shared Print Monographs*. Managing campuses provide data and reports to the Lead Bibliographer to facilitate collection analysis and assessment and for annual reporting to ARL/UCOP as well as CDC and CDL Shared Print.
5. Assessment. The initiative and collection will be assessed annually for achievement toward the goals. Lead bibliographers and participating campuses will receive questionnaires annually to collect qualitative and quantitative information about the initiative.

**Term, Termination and Membership:**

*(What follows is the standard wording for this section. If your initiative does not conform to the following statement, provide revised wording)*

This shared monographs initiative is for three years. One or all participants can discontinue participation with 12 months advance notice to the Shared Monograph Coordinating Group. New participants can be added at any time. The initiative statement shall be updated when a participant joins or leaves, when the collection definition changes or when substantial changes are made to estimated costs or budget commitments.

**Program Goals:**

Please check all that apply.

 Strengthen uniqueness and depth of collection

 Minimize unintended duplication

 Maximize bibliographer time and energy

 Reduce collection expenditures for campuses

 Manage the physical footprint of the collection

 Other? Please specify \_\_\_\_\_\_\_\_\_\_\_

**Shared Collection:**

Use the table(s) that is appropriate for the program. Delete others. If you have questions about which table to use, please contact the Shared Monograph Coordinating Group Chair. In an introductory paragraph, very briefly describe the collection that will be developed.

**Table 1:** **Series**

| **#** | **Monographic Series Title** | **Publisher** | **Identifier** | **Managing Campus** | **Estimated Standing Order Cost (Single Print Copy) if known** |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  | **Total** |  |  |  |  |

**Table 2: Publisher/Vendor**

| **#** | **Publisher** | **Non-subject or other limiting parameters applied to this publisher** | **Managing Campus** | **Estimated Annual Publishing Output (# Unique Print Titles)** | **Total List Price Annual Publishing output (Print Titles)** |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  | **Total** |  |  |  |  |

**Table 3: Discipline or Geographic Area**

| **#** | **LC Classifications/Subjects or Geographic Area** | **Limiting parameters applied to this subject/LC class or geographic area** | **Managing Campus** | **Estimated Annual Publishing Output (# Unique Print Titles)** | **Estimated Annual Amount (for Print Titles)** |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  | **Total** |  |  |  |  |