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| **CRITERIA FOR CSU ELECTRONIC INFORMATION RESOURCES CORE COLLECTION (ECC)(Revised 2021/2022)** |
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| **I. INTRODUCTION AND RATIONALE** The Electronic Core Collection (ECC) is a collection of system-wide supported electronic resources that are essential to the academic mission of the CSUs. These resources support the common "Core" of CSU curricula, including baccalaureate and master's programs that are offered by, at least, two-thirds of the CSU campuses in the general categories of Arts and Humanities; Life and Physical Sciences; Social Sciences; and Professional Programs. Electronic resources designated as "Core" support broad, interdisciplinary research and teaching, high-enrollment programs, and general education requirements. This Criteria's purpose is to help evaluate resources for inclusion in the ECC. The rationale for the creation of the ECC for the CSU’s is based on the following principles:* Equitable access.The ECC ensures that all CSU students, faculty, and staff can access a basic and indispensable group of electronic information resources for research, study, and teaching across a number of Core disciplines. This principle does not infringe upon the right of any particular campus to offer more than these basic resources, as their local conditions permit.
* Support for core curricular programs.Every student enrolled in and faculty member teaching a core curricular program of the CSU should reasonably expect an adequate level of research/instructional support for that program. Programs qualifying as "Core" under the criteria below should receive system-wide support in the provision of electronic information resources.
* Cost efficiency.The ECC enhances the ability of the CSU to leverage cost-efficient access to electronic resources. Leveraging costs includes two factors: 1) Using the combined bargaining power of all CSU campuses to secure the best prices from database vendors, and 2) Presenting a united front when approaching the CSU administration to request centralized funding for ECC resources.
* Data privacy.

To confirm that the information resources provided to the CSU are used appropriately. Every member of the CSU campuses can reasonably expect user privacy and de-identified usage data, no infringements on the intellectual property of CSU students, staff, and faculty, and no selling of personal data in keeping with the mission and vision of the CSUs.**II. CRITERION FOR INCLUSION IN THE ELECTRONIC CORE COLLECTION** **(ECC)**The primary criteria for the inclusion of resources in the ECC are: * Supports the CSU Core Curricula (defined as those degrees or programs offered by at least 2/3 of the CSU campuses, including majors leading to baccalaureate and master's degrees)
* Sufficient interest among campuses
* Balance of content and value between disciplines
* Benefits the greatest number of users across the campuses

**III. SECONDARY CRITERIA** In addition to meeting the primary criteria, it is assumed that all resources and services included in the ECC will satisfactorily address the following secondary criteria when relevant:Intellectual Access* Appropriate metadata (MARC records, URLs, etc.) included
* Preference for allowing fair use of information, including Interlibrary Loan, to make resources more easily shared and accessible while still adhering to copyright laws
* Preference for no embargoes on latest releases, issues, and updates

Functional and Technical Requirements* Section 508 (of ADA) accessibility and compliance
* Documentation provided for search interface and specific resource
* Resource available 24/7 with efficient system response
* Remote access to authorized users
* Platform independent
* Stable and durable URLs for electronic journals
* Ability to suppress fee-based services such as Document Delivery
* Follows conventional and current web standards for technical support and servicing, including compatibility with current CSU software and systems such as Alma, Primo, Open URL, XML, KBART, etc.
* Ability to collect reliable, useful statistics; preference for vendors that provide COUNTER/SUSHI data
* Ability to download content, such as PDFs for ebooks and journal articles
* Preference for intuitive database interfaces geared toward college students
* Technical support available online with preference for live technical support

Contract Negotiation, Licensing, and Pricing Policies* Recognition that FTE model may be appropriate for interdisciplinary databases, but not for specialized resources for specific CSU curriculum
* Discounts for volume purchase
* Option to establish multi-year deals with backout options
* Standard agreement in explicit language
* Realistic terms in regards to CSU ability to monitor use and discover abuse
* Consistent business and legal provisions
* Recognize the CSU Standard Agreement

Resources Types* Indexes and abstracts
* Full-text journals, newspapers, books, and documents
* Full access to streaming media, music, art, etc.
* Numeric, statistical, graphical/image and multimedia resources
* General reference tools such as dictionaries, directories, and handbooks
* Preference for permanent access to archival electronic material and backfiles

**IV. PROCEDURE FOR INCLUSION AND EXCLUSION OF RESOURCES FROM THE ELECTRONIC CORE COLLECTION** **(ECC)**Inclusion of a resource into the ECC does not constitute inclusion in perpetuity. The CSU recognizes that technological and information industry developments have an impact on resource content, pricing, access, interface, and coverage. In addition, changes in the Core Curricula and budget of the CSU may also have an effect on the continued inclusion of a resource in the ECC.At least fifteen (15) subscribing CSU campuses with at least one campus from each size category (small, medium, large) must subscribe in order for a resource to be considered for inclusion in the Core Collection. The Chancellor's Office makes all ECC purchases on behalf of all campuses.The Shared Resources Digital Content (SRDC) committee will review the ECC annually. The one-year period represents a basic subscription cycle and allows for a period of use to determine whether the resource meets or fails to meet the ECC criteria. For any new resources considered for inclusion, the ECC/Opt-In Vendor Liaisons (EVL) subcommittee will conduct a preliminary review and make a recommendation to SRDC. The Collection Analytics subcommittee will check usage stats and overlap. The Collections Licensing and Negotiation (CoLiN) subcommittee will check licensing agreements.Following one-year of use with at least fifteen (15) subscriber campuses, SRDC will vote on including or excluding a resource from the ECC. If funds are insufficient to support a new resource, a resource or service of the same or greater cost must be recommended for removal at the same time. A 2/3 majority vote within SRDC will be required before forwarding the appropriate recommendations to the Council of Library Deans (COLD). Resources can be added or removed in any year.Reasons for exclusion of a current ECC resource or service include but are not limited to:* Usage is poor as determined by cost per use per average campus usage
* Pricing increases (by percentage and/or dollar amount) beyond what is deemed reasonable and CSU ECC budget can no longer cover the cost of the resource
* Access and interface issues that make use of the resource difficult
* Coverage changes that result in the resource no longer meeting ECC Core Curricula Criteria
* Core Curricula changes that result in the resource no longer supporting Core degree(s) or program(s)
* A new resource or service is deemed higher priority or replaced by another and/or better resource

Reasons for inclusion of a new ECC resource include but are not limited to: * New CSU core curriculum that needs to be supported
* A new resource provides stronger coverage in an area
* A new service is available that meets the criteria for inclusion

While the principle of sharing the cost of the Core is fundamental to its maintenance, the reality of cost and budget fluctuations may require imposing limits on the size of the Core collection or making substitutions. To respond to changes, some of which may be unexpected, Core databases will be ranked for priority on an annual basis by SRDC. Decisions on inclusion or exclusion will be sent to the Steering Committee for evaluation, then to COLD for final approval. Criteria for establishing rankings will include but are not limited to factors such as functionality, cost, centrality to the curriculum, use statistics and local campus preference which will be determined by a survey.**V. FUNDING CONSIDERATIONS FOR THE CSU ELECTRONIC CORE COLLECTION**To assure system-wide access, the CSU ECC will receive funding from the Chancellor's Office. The rationale for funding is outlined in Section I. Sufficient and stable funding to support the ECC is considered a priority by the libraries of the CSU.In the event of insufficient central funds as reported by SDLC after the budget is approved by the State and Chancellor's Office, the CSU libraries will agree to alter the scope of the Core. Members of SRDC and other Collection Development library personnel will be informed of the proposed removal of resources. Should no agreement be reached, the resource will be changed to an opt-in option. In addition, COLD shall advocate for additional funding on an annual basis. The CSU libraries and COLD recognize that efficiencies can be realized through a greater number of statewide deals, but the ECC must be funded to withstand inflation and its base allocation must grow at the same rate as the rate of inflation, if not more, in order to remain sustainable.**APPENDIX: CSU CORE CURRICULA**Search Degrees at the CSU:<https://www2.calstate.edu/attend/degrees-certificates-credentials/Pages/search-degrees.aspx>Academic Master Plans:<https://www2.calstate.edu/csu-system/administration/academic-and-student-affairs/academic-programs-innovations-and-faculty-development/program-development/Pages/academic-master-plan.aspx> |