Through JTacq-Colored Glasses: Streamlining the Acquisitions Process

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Goals for the Session

- Background Information
  - JTacq
  - University of Dubuque

- Needs Analysis

- Demonstration of JTacq
What is JTacq?

- Open source collection development/purchasing application
- Developed in 2004 by Jim Taylor
Who is the University of Dubuque?

- University of Dubuque:
  - Fall 2011
    - FTE: 1,653
    - No. of Full-time Faculty: 85
    - Programs: Professional Programs with a Liberal Arts Core

- Acquisitions Statistics
  - Books: 3,031 (vol.)
  - Multimedia: 325 titles
Charles C. Myers Library’s Needs

- Encourage Faculty, Staff, and Student Participation & Feedback
  - Librarian-Faculty Liaison Program

- Improve Acquisitions Workflow
  - Library Strategic Plan: Goal 1 (Collection)
  - Allowed acquisitions staff to provide support to other library departments

- Other Considerations
Patron Involvement

- Library was looking for a way to allow faculty, staff, and students to participate in the development of the library’s collection.

- JTacq provided patrons with a simple way to request items.
Acquisitions System Requirements

- Smooth, seamless information flow between online vendors and acquisitions system

- Compatibility with existing Horizon ILS.
  - Integration with existing Bibs
  - Existing Holdings Check (ISBN, Title Keyword)
  - Automated purchase order data entry

- Also considered Baker & Taylor’s *Title Source*
  - Expense
  - Issues with overwriting existing bibs
Liaison Program

□ Each librarian is responsible for collection development for assigned departments

□ Librarians receive and review faculty requests and approved requests are forwarded to Acquisitions

□ JTacq software is the bridge between librarians and acquisitions.
Gathering Requests

- JTacq Patron Request System
  - Website-based interface
  - Patrons create individual accounts
  - Submitted requests accessed by acquisitions’ JTacq client
  - Buy-Not-Borrow Program
Gathering Requests

- **Books In Print**
  - Collection development tool for Librarians
  - Lists are exported from BIP in CSV format and imported into JTacq client

- **Other Requests**
  - Emails & physical request slips
  - Added to JTacq through Drag-N-Drop or item search functions
Notifications

- Patrons receive instant feedback about requests
- Patrons receive email notifications at time of purchase and when item is ready to checkout
- JTacq patron notification templates and information shared between acquisitions and cataloging
- Library is more responsive to patron needs
Efficiency

- Streamlined process & procedures in Acquisitions
  - Acquisitions Staff Member
    - Staff position duties and title expanded to include management of library statistics
      - Acquisitions & Data Management Assistant
  - Position duties now include providing support to library public services and Information Literacy
    - Reference Desk shifts scheduled as a part of Acquisitions position
    - Allows librarians to focus on information literacy instruction
    - Assist as needed in information literacy instruction sessions
Efficiency

- Streamlined process & procedures in Acquisitions
  - Student Assistants:
    - Two part-time student assistants assisted with per-order holdings check, pricing check, Horizon data entry, and receiving process
  - Student Assistant needs reduced to one part-time student shared between Acquisitions and Library Administration.
    - Responsibilities reduced to shipment receiving and other duties as needed.
    - Second student shifted to circulation desk duties.
JTacq Demonstration
Conclusion

- Questions?