

Collections Rationalisation Project

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- 39,576 students
- 10 Library sites
- Library collection items

????????



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- General Collections
- Special Collections
 - Archives
 - Rare books
- Museum Collections



Musical Instrument Collections



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Art Collections



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134 more
study spaces!



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Context

- Growing student population
- Increased demand for study spaces
- Ongoing move from print to electronic resources
- Increase in Online Distance Learning
- Growth in physical collections
- Need to preserve and improve access to our unique collections



Project Funding

Collections Rationalisation Project funding

- 2016-17: £300,000
- 2017-18: £150,000
- 2018-19: £150,000



Definitions of rationalise and rationalisation from the Oxford English Dictionary:

- “The reorganization of a business, industry, etc., so as **to reduce** or eliminate waste of labour, time, or **materials**.”
- “To endow with reason.”
- “To make an organization or process more efficient by the application of rational principles.”

OED Online. Oxford University Press, June 2017. Web. 1 September 2017



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Collections Rationalisation Project

- Project began August 2016
- Project staff
 - Projects Conservator
 - 2 x General Collections Assistants
 - Archivist
 - Archives Assistant



Collections Rationalisation Project aims

To rationalise collections to increase the efficiency of current Library space, and to ensure best use of any additional space. To achieve this [we] are carrying out collection assessments to highlight priority collections, identify collections requiring conservation and cataloguing and to determine collections that can be disposed of or transferred to offsite storage. Collection assessment is relevant across all Library and Museum collections to ensure the appropriate allocation of ongoing funding to house, curate and conserve collections. Collection assessment is to be undertaken at the Library Annexe, the Main Library and Library sites to ensure all collections are located appropriately and the most efficient use of Library space is maintained across the whole University Estate.

What's in our collections?

Are our collections
used?

How do we arrange our items?

What's the condition of our
collections?

How many items do we have?

What shelving do we use?

Do we preserve and promote our
unique items?

Do we have national responsibilities to retain
some items?

How many duplicate items do we have?

Do we manage space well?

Which items do we no longer need?

Are our catalogues and finding aids
accurate?

Do our collections support
teaching, learning and research?

Can we improve access to our
collections? Digitisation?

Do we follow best practice in
ongoing collection management?

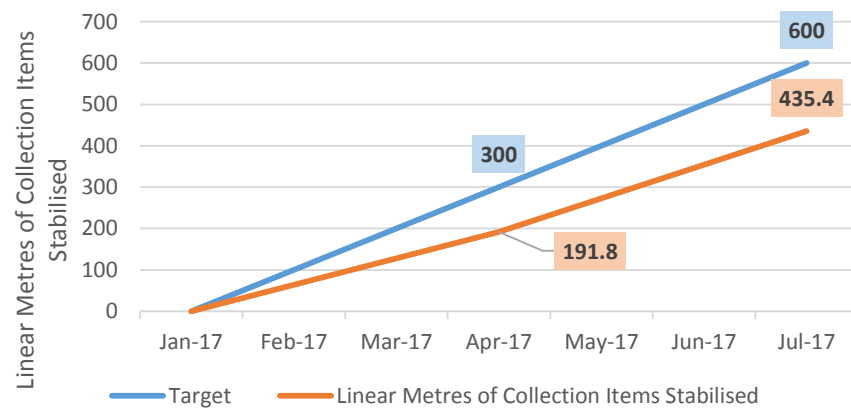
What's the linear meterage of our
collections?

Project Targets 2016-17

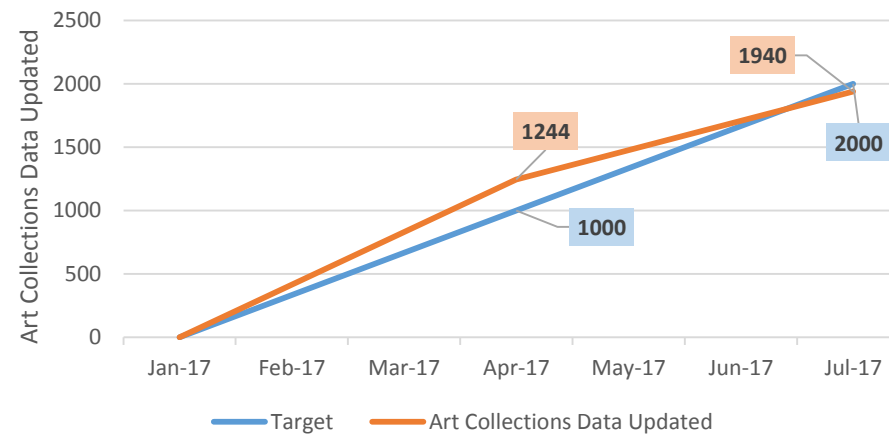
- General Collections -- To create 700 linear metres of shelving space through collection rearrangement and appropriate disposal.
- Archives -- To create 500 linear metres of shelving space through collection rearrangement and appropriate disposal.
- Cataloguing -- To catalogue 5000 items, making collections accessible and enabling full collection assessment and rationalisation.
- Conservation -- To stabilise the condition of 600 linear metres of collection items.
- Artworks -- To update collections data for 2000 artworks.
- To survey / assess as many of our collections as possible.



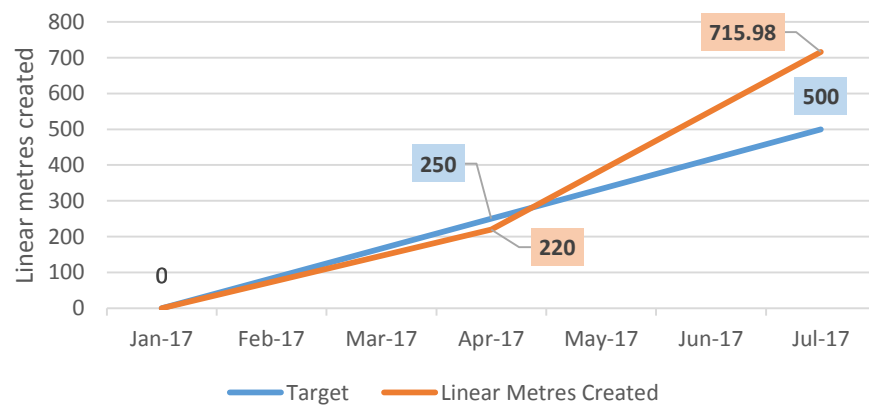
Conservation Progress Jan-July 2017



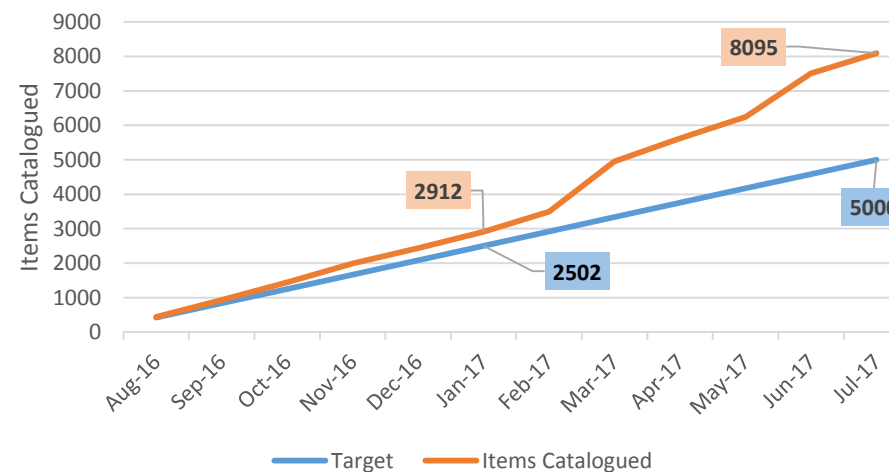
Artworks Progress Jan-July 2017



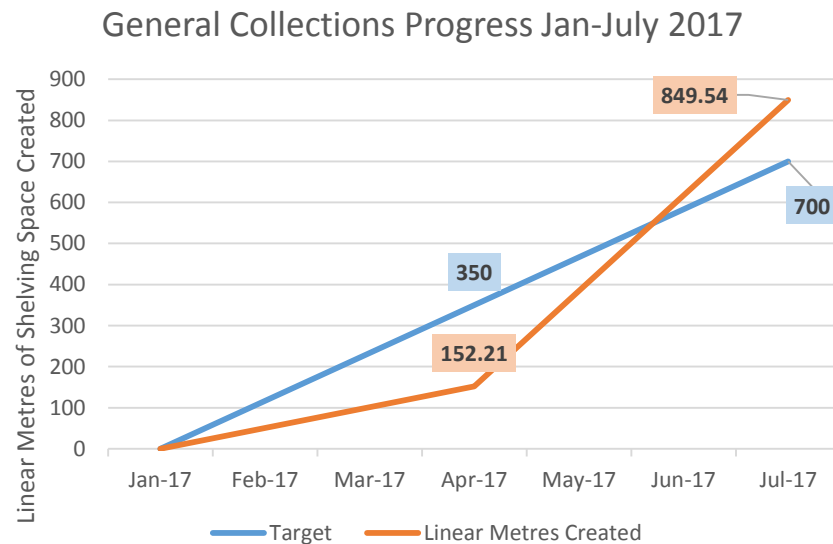
Archives Progress Jan-July 2017



Cataloguing Progress Aug 2016 - July 2017



General Collections: To create 700 linear metres of shelving space through collection rearrangement and appropriate disposal



- Disposal / transfer of 2841 volumes (151 linear metres) of Official Publications through collaboration with National Library of Scotland
- Assessment of large backlog of donations leading to disposals
- Disposal of items following de-duplication of collections across sites
- Disposal / transfer of large number of maps from the map library
- Reorganisation of collections to increase shelves per bay
- Disposal / transfer to Library store of items from Main Library Research Support Collection



Project Achievements

- Team working
- Identifying and using best practice
- Developing methodologies for ongoing collection management
- Employing students
- Creating space in central Edinburgh area for priority University developments



Project Management

- Project reporting
- Project meetings
- Budget management



Next steps

- Set Project Targets for 2017-18
- Review project budget
- Continue work in project areas
- UKRR disposals
- Development of off-site Library store



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