

VIVA  
AGREEMENT FOR THE COOPERATIVE RETENTION OF  
RARE AND UNIQUE MONOGRAPHS  
August 8, 2014

In 2013-2014, VIVA conducted a pilot monographic collection analysis with Sustainable Collection Services. This project involved twelve pilot libraries: George Mason University, Germanna Community College, J. Sargeant Reynolds Community College, James Madison University, Mountain Empire Community College, Old Dominion University, Radford University, University of Richmond, University of Virginia, Virginia Commonwealth University, Virginia Tech, and Washington & Lee University.

The goals of the project were as follows:

- Pilot a coordinated, consortial approach to collection assessment.
- Use the data and analysis to inform future, collaborative collection development.
- Identify scarcely-held titles in need of protection.
- Begin a discussion about the possibility of reducing unnecessary duplication and saving local space through strategic weeding.
- Provide remediated and enhanced records back to the participating schools.

Each pilot library sent its bibliographic, holding, and item records to Sustainable Collection Services for processing. The records included in the analysis were circulating, English language print monographs in the main libraries (not from law, medical, business, or other specialized libraries), and classed in LC. Specifically out of scope were non-LC materials, non-circulating materials, non-English materials, theses, dissertations, reference materials, government documents, special collections, e-books, scores, microform, AV materials, serials, juvenile literature, and withdrawn or lost items.

The analysis revealed that there were 72,534 title holdings that were unique within Virginia (any edition) and held by fewer than 10 libraries in the United States (any edition), according to OCLC WorldCat holdings. These titles were distributed across the participating institutions as follows:

George Mason University: 4,470  
Germanna Community College: 63  
J. Sargeant Reynolds Community College: 158  
James Madison University: 6,284  
Mountain Empire Community College: 21  
Old Dominion University: 7,450  
Radford University: 1,202  
University of Richmond: 863  
University of Virginia: 33,459  
Virginia Commonwealth University: 3,608  
Virginia Tech: 12,999  
Washington & Lee University: 1,957

Discussion about these unique and rare holdings led to the drafting of this Memorandum of Understanding (MOU). It is recognized that these materials would not by default belong to a retention list – each institution will be reviewing their titles and making that decision locally – but acting together to preserve the titles selected as Repository Copies is believed to show a valuable partnership among the VIVA institutions. Participants are requested to sign this MOU by September 1, 2014 to show intent in completing this project.

In addition, although identifying Repository Copies in WorldCat is mentioned in the MOU, it is recognized by VIVA that OCLC is currently reconsidering its recommendations for identifying shared print in WorldCat. This is therefore intended to be a future action once OCLC's recommendations have finalized.

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The participating libraries (“Holding Libraries”) establish by this Agreement a distributed print repository (“the Repository”) wherein each Holding Library commits to retaining in its collections a copy (“Repository Copy”) of specific printed monographic works. The primary goal of this initiative is preservation of rare and unique materials.

\_\_\_\_\_ (as the Holding Library) agrees to:

*Retention Term*

Retain the copy from the date of this agreement until June 30, 2024 or as long as is practicable (see Cancellation of Commitment below).

*Interlibrary Loan*

If the book is locally approved for interlibrary loan, lend to VIVA libraries according to local library policy, VIVA Interlibrary Loan Guidelines (December 2013), and in compliance with Title 17 of the U.S. Code.

*Retention Note*

Identify Repository Copies in their library system and in WorldCat. This identification serves to prevent accidental withdrawal of the copies and to facilitate the creation of a Union List of Repository Copies. The note shall read “VIVA Repository Copy 2014.”

*Cancellation of Commitment*

If a Holding Library wishes to withdraw a Repository Copy prior to the conclusion of the Term of this Agreement, it will offer the copy to other VIVA libraries. Such a transfer between libraries would be done within Virginia State laws and regulations and would include a transfer of the retention obligations under this agreement. The offer should provide these libraries a stated, reasonable period of time to claim the copy, after which the Holding Library may discard the copy.

*Project Review*

This agreement will be reviewed in 2019 to assess the value of the project and determine its future.

APPROVAL:

\_\_\_\_\_  
Library Dean/Director or Designee

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Date