Journal Inventory Project

When I first started in the publishing services manager position about a year ago, Sarah and I thought it would be beneficial to review all of our journals in ScholarWorks to evaluate the health of all of them and identify ways we can improve the quality. The end of July, Matt and I presented our evaluation projects to the Digital Commons Great Lakes User Group at Wayne State University.

Need For Evaluation:
There was a need to evaluate our journals because for a few different reasons. First, over the years several different people had been setting them up and I wasn't sure what they had done and I wanted to get an idea of what these journals look like. One of the biggest reasons why I wanted to review these journals was because a little over a year ago the library created an open access journal quality indicator list that was created for faculty to use to judge OA journals to determine the quality of that journal. I thought that if we are encouraging faculty to use this list, our journals should also adhere to the indicators. Finally, I wanted the opportunity to meet with the editors in my new role. I met some of them in my previous role, but I wanted to make sure they knew that I was the new contact for their journal.

Resources:
When I got started, I knew I wanted to wanted to keep track of the basic journal information and downloads from year to year, but I also wanted to review several resources to see what other organizations deem quality for OA journals. Some of those organizations were the Directory of Open Access Journals and the Open Access Scholarly Publishers Association. I also used our in house OA quality indicator list to make sure we were adhering to our own standards as well. I also found the information from the bepress publishing services course I attended in Berkeley last fall as a great resource as well.

Once I collected this information, I compiled it all into an Excel spreadsheet to be able to keep track of each year with a new tab.

Implementation
After the spreadsheet was created, I was ready to start evaluating. And since we have 22 journals, I started with journals that use the review functionality and will end with the ones that are ceased publications.

After I review a journal I then set up meetings with the editors and meet with them to have conversations and give suggestions on ways they can improve the journal.

This is a project I hope to repeat every year.

Findings:
Some editors I spoke with had little involvement in the day-to-day workings of the journal; they just oversee the journal as a whole. I also found that when journals were set up, they didn't change the boilerplate language, which could potentially be problematic especially

regarding copyright and polices because typically that standard language doesn't align with the actual polices of the journal. I discovered that a lot of basic information was missing such as ISSN number, introductory text, and contact information for the journal. Finally, I realized that several or our journals have been around for 5 or more years and there is constantly new features available through the software witch the journal may not know about, so I've explained some of those new features.

Next steps
This project is somewhat ongoing since there will be continuous contact with editors and our support team at bepress regarding updates to journal sites, which will take several forms of communication to have changes made and implemented.

In the future I would like to create a journal set-up checklist to avoid going back and cleaning up polices and journal information after the fact, it would save time to look over everything with an incoming journal, rather than cleaning it up later.

I would also like to review our event series and OERs and make sure there is sufficient information on those sites.