

**Task Force on *JEAL*
Final Report
March, 2014**

At the 2013 meeting of the Council on East Asian Libraries in San Diego, the CEAL Executive Board established the Task Force on the *Journal of East Asian Libraries*. The Task Force was charged (1) to investigate both sides of the question of a change in the current publishing format of *JEAL* from print for current issues with a complete digital archive to online only (for both current and archival issues), and (2) to present their findings to the Executive Board.

Task Force Members:

Gail King, Task Force Chair (*JEAL* Editor), Hee-Sook Shin (CEAL Treasurer), Vickie Doll (CEAL Statistics), Chengzhi Wang (past *JEAL* contributor), Joy Kim (Past CEAL President and *JEAL* contributor), Ellen Hammond (President-Elect), Peter Zhou (CEAL President and ex officio)

The *JEAL* Task Force conducted their investigation and presented their findings in a report to the CEAL Executive Board, who then discussed the report.

A summary of the *JEAL* Task Force findings and EB deliberations follows.

Task Force on *JEAL*: Summary Report

1. Benefits of changing to online-only format for *JEAL*:

- We would save the cost of printing and mailing 2 issues of *JEAL* per year, thus saving on paper, postage, and handling.

The total cost of printing and mailing the two issues of *JEAL* published in 2013 was \$9461.40.

	#156 (Feb. 2013)	#157 (Oct. 2013)	Total
Printing	\$3800.17	\$3762.83	\$7563.00
Mailing	\$ 534.12	\$1364.28	\$1898.40
Total	\$4334.29	\$5127.11	\$9461.40

- The money saved could be used for other purposes that would benefit CEAL members.
- Libraries subscribing to *JEAL* would save binding cost, staff time, shelving space, and preservation costs. Future extra print issues of *JEAL* will no longer need to be stored by the Editor or other designated person to fill claims and new subscription requests.
- Access, being electronic, will be facilitated. In addition to being able to search our archive and current issues on the *JEAL* website, searchers can discover contents of issues since 2011 when searching EBSCO databases.

Question: Could we limit access to current issues of the journal to CEAL members only?

Yes, the system is capable of doing this. However, our license with EBSCO states that they will be allowed access to all current and future issues from the signing of the license (June 2012). Hence, we cannot make the current issue or current year of *JEAL* accessible by member password only without first trying to change our license agreement with EBSCO.

- The time from completion of the editing and compiling process to receipt of the issue by subscribers and CEAL members would be shortened, since there will be no period of time when the issue is being printed and mailed.
- Libraries advocate for open access, and a free, online *JEAL* facilitates open access.

2. Drawbacks of changing to online-only format for *JEAL*:

- Probable loss of revenue from cancellation of institutional subscriptions
We presently have 38 institutional subscribers. At \$45 per subscription, this comes to \$1710 per year in revenue to CEAL. Because institutions can now link to digital *JEAL* for all issues and articles at no cost, our institutional subscription base would probably continue to erode.
- Sustainability of the electronic archive: will BYU commit to continued support?
Yes, for the foreseeable future. If it must move to another institution, they would help in the move.
- Some CEAL members and *JEAL* readers prefer print issues, or certain issues in print.
- Possible loss of CEAL members if a printed, bound *JEAL* is no longer received as a benefit of membership
CEAL as an organization facilitates and enables participation in the world of East Asian librarianship in many intangible ways. We need to think of additional ways to make membership in CEAL a professional advantage even if *JEAL* is no longer received as a tangible benefit.
- Loss of printed *JEAL* as a branding tool for CEAL
CEAL is a small organization and the only physical manifestation of our organization is our print journal. There may be some loss to “the brand” in the move to a completely virtual presence.

Issues

Costs of an online journal:

The BYU library has decided to purchase a license to Digital Commons institutional repository software as the platform for the library ScholarsArchive, which includes the Scholarly Journals website where *JEAL* is hosted. ScholarsArchive presently uses Open Journal System (OJS) software. This function will be migrated to Digital Commons over the next two to five years. In BYU library contract negotiations with Digital Commons, migration of the ScholarsArchive journals to the Digital Commons platform was included as a benefit with no charge to BYU. Hence, *JEAL* will not need to pay the onetime editorial setup fee of \$1500 for journals. There will still be an annual maintenance fee of about \$500.

Would we need to revise the bylaws if *JEAL* becomes an online-only journal?

Probably not. The Bylaws state that members receive *JEAL* as a benefit of membership. Whether electronic or print, the latest issue would still be received.

Could we still print a limited run?

A limited run is possible; a print on demand service is more feasible.

How print on demand works

At the present time, BYU Print Services prints the issues of *JEAL*. In the summer of 2013 BYU Print Services set up a new print-on-demand service in which they handle all interactions with customers. In the case of *JEAL*, these customers would probably be CEAL members desiring a printed copy of a particular issue, CEAL institutional subscribers, or the occasional visitor to our website who desires a printed copy of a particular issue. To set up the service, Print Services would link to our online site (<https://ojs.lib.byu.edu/spc/index.php/JEAL/>) and place a storefront link on the *JEAL* website through which customers would order the printed issue of *JEAL* that they want. Customers would pay Print Services, which would also take care of mailing the issue to the customer. Payment would be by credit card to BYU Print & Mail Services. CEAL would not be involved in the ordering, printing, or mailing process for any individual print-on-demand issues ordered.

Some Questions about on-demand printed issues

1. What would the cost of a printed issue be?

The cost depends on the number of pages in the issue and how many pages are printed in black and white and how many in color. Black and white pages cost about 3½¢ per page; pages with color on them cost 24¢ per page, plus a charge for the cover.

2. What about customers who want a standing order for print issues (like institutional subscribers to *JEAL* who still want a print copy in addition to the online one)?

Print & Mail does not presently offer a subscription service for its On-Demand Print Service, but this could be set up.

3. Are reports available?

BYU Print & Mail could provide reports about how many issues have been ordered.

4. Could issues besides the current one be ordered?

Yes, once the link is established with our *JEAL* website and the full-issue PDFs of issues of *JEAL* available there, any issue could be produced as an on-demand print volume.

Examples of other scholarly journals

The *Journal of Asian Studies* is both print and online: print issues to subscribers and digitally accessible through proprietary databases. Concerns that kept them from going to an entirely online journal were long-term accessibility through software, programming, and formatting changes. Journal branding was also a consideration.

C&RL, the ACRL journal, in making their decision regarding print vs. online, considered the likely loss of advertising revenue if the print was discontinued, analyses of print costs and savings that would come as the result of eliminating print, and analyses of individual and institutional subscriptions and losses that would occur with the elimination of print. ACRL felt it was important for the ACRL journal to pursue an approach that would allow them to speak with principle and authority regarding open access. They have now transitioned to online only. Among their major concerns is the need to ensure continued, high-quality of the journal's content and "brand."

MELA Notes, The Journal of the Middle East Librarians Association, remains both a print and digital publication.

Recommended date to begin all-digital *JEAL*, if the vote of the membership is Yes:

February 2015, Issue No. 160

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