Managing Grey Literature: Technical Services Perspectives

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Abstract:

Grey literature is an important resource for scholarly research, and relevant to every discipline. This type of scholarly resource is often overlooked when conducting research, yet provides a richness of unique content, and often more current than commercial publications. This book will describe the importance of and a holistic approach to implement grey literature in library collections.

Target Audience:

Librarians, collection managers, preservation librarians, catalogers, library managers, acquisitions librarians

Organization:

Chapters will have a linear progression within the technical services workflow that includes collections, acquisitions, cataloging, and preservation. All chapters will include how decisions are made, policies, tools for assessing quality of grey literature, staff responsibilities, checklist(s) for workflow, case study or library example, opportunities and challenges, and further reading.

Chapter 1: History, description, types, and relevance of grey literature in library collections, including importance to researchers, scholars, and students.
Chapter 2: Collections: policies for selection/deselection, workflow for inclusion,
Chapter 3: Acquisitions: vendors, OA, collection categories in the public facing catalog promoting grey literature in the library collections, including institutional repositories
Chapter 4: Cataloging
Chapter 5: Preservation
Chapter 6: Marketing, branding and outreach: best communication practices to support grey literature in the collections. Communication techniques for colleagues, administrators, patrons. Examples to be provided.

Contributor requirements & timeline:

A) March 25, 2020: call for proposals via listservs; invitations to authors at mid-winter; promotion of call at mid-winter.
B) April 30, 2020: proposals due; selection of authors; Zoom with authors for expectations, deadlines
C) May-September: write chapters
D) October-December: revisions
E) End of December: revisions due

F) January 31, 2021: finalize and send to ALCTS
G) Each chapter will be ~8-10 pages (~4,000-5,000 words), covering the necessary components on the identified topic.
H) The chapter title should reflect the content within the chapter. Titles should be short and not contain a subtitle. See http://www.ala.org/tools/author-guidelines for chapter preparation, including font size and formatting.
I) Tone: Avoid using the passive voice, past tense.
J) Use the third person, and gender neutral pronouns. Authors must adhere to the Author Guide: http://www.ala.org/tools/author-guidelines
K) All chapters should use the Chicago Manual of Style (CMS), 17th edition

Chapter topics may include:

- Overview of grey literature materials: types of grey literature, examples, uses and relevance to the academic community
- Policies for grey literature in library collections
- Inclusion of grey literature in the collections – identifying, selecting/deselecting, case study/examples
- Acquisitions: vendors, challenges to acquire grey literature, case studies/examples
- Cataloging: best practices, case studies/examples
- Preservation/IR: of institutional materials, case studies/examples
- Marketing/branding the grey literature in library collections: trends and future initiatives, case studies/examples

For chapter author(s), please provide:

- A brief abstract and outline of contents identified above
- Brief biographical statement including your experience relevant to the proposed chapter. Please limit biographical information to one paragraph (500-1,000 word count) and include your current position, one previous position, and any relevant experience related to the subject of the book.

Diversity and Inclusion: http://www.ala.org/tools/author-guidelines

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