Jisc Read & Publish Proposal Assessment Process

1. Proposal Received
   Subscriptions Manager distributes information to
   Associate Director Collections, Content & Discovery
   Digital Library Services Lead
   Head of Open Research
   Scholarly Communications Librarian

2. Data Gathering
   Subscriptions Manager gathers data on subscription spend with publisher
   (average 2 hours)
   Scholarly Comms Librarian gathers data on APC spend with publisher
   (average 1 hour)

3. Proposal Assessment
   Reading and assessment of proposal details by all members of the group
   (typically 1 hour per person)

4. Monthly OA/Transformative/Transitional Deals Catch-Up Meeting
   Discussion of proposal & agreed response
   (1 hour)

5. Proposal Survey Response
   Subscriptions Manager & Head of Open Research complete Jisc survey response
   (30 minutes)

*Steps 3 to 5 to be completed when each version of a proposal is released

Variables:

Timescales for data gathering and proposal assessment can vary according to the scale and complexity of the proposal. Typical timescales for a straightforward proposal are shown in the process map. Variable factors affecting the time spent gathering data include:

- Number of subscription titles currently held with the publisher
- Current subscription title direct with publisher or handled by agent
- Number and type of APCs previously purchased with publisher
- Reliability and availability of publisher data on APCs