Knowledge Unlatched

Governance Strategy Document

Knowledge Unlatched (KU) is presently a Community Interest Company and is guided by its library and publisher stakeholders.

1. Charter and Round Two Member Library Benefits

Round Two is an extension of the Pilot and aims to prepare KU for full scaling.

All KU Charter and Round Two Member Libraries will enjoy the following benefits:

i. **Participation in KU Governance**

Charter Member Libraries and new libraries joining in Round Two will be entitled to nominate and vote for members of the Library Steering Committee and the Collections Committee.

ii. **The ability to ensure that current print and e-book purchases contribute towards making books Open Access**

Publishers have agreed to recognise additional format purchases made by each participating library as a contribution towards the cost of unlatching Round Two Collection. If a title in any Round Two Collection is ordered in any print or electronic format before 30 April 2016, the library will be offered a discount for unlatching that title. The unlatching fee paid by that library will be adjusted down.

The process of recognising additional format purchases will be reviewed after Round Two and may be refined in future rounds to support scaling for both libraries and publishers.

For example, in future rounds deductions to the unlatching fee in recognition of additional format choices may vary, depending on whether a library has purchased an additional print or e-book format.

Regardless of how the KU model is refined as it scales, recognition of the purchase of an additional format of a title offered to libraries via KU as a contribution towards unlatching will continue to be a benefit that remains exclusive to Member Libraries.

iii. **Usage data**

KU will share detailed usage information with Member Libraries as it becomes available. To the extent possible KU will provide summary reports of COUNTER compliant usage data to Member Libraries.
2. Membership Categories

There will be 3 levels of KU Library Membership:

i. Founding Libraries

Founding Library status is granted to institutions that have made a substantial contribution to the startup and running costs of KU.

Founding Libraries include:

- Queensland University of Technology
- The University of Melbourne
- The University of Western Australia

In addition to the benefits listed in Section 1 above, founding Libraries will be entitled to a permanent position on the KU Library Steering Committee.

ii. Charter Members

Libraries that have taken part in the KU Pilot will become Charter Members of KU.

iii. Round Two Members

Round Two Library Members will be eligible to vote for the Collections Committee.

3. Knowledge Unlatched Governance Structure

KU will adopt a two-tier approach to library governance. Charter Member Libraries will be invited to elect a Library Steering Committee. Charter and Round Two Member Libraries will be eligible to vote for a Collections Committee.

i. Library Steering Committee

Members of the first Library Steering Committee (2014-2016) have been selected based on support for and engagement with KU after which nominations will be invited from all members and elected for two-year terms.

From 2016 onwards, five of the eight members of the Library Steering Committee will be elected every two years. Representatives of the Founding Libraries will occupy the remaining three positions, unless they choose to waive this right, in which case their position will be opened for election.

In order to be eligible to serve on the Library Steering Committee, a nominee must be employed as a Director, Associate Director or equivalent at a KU Member Library.

The Library Steering Committee will be responsible for:
· Approving recommendations made by the Collections Committee on title selection.
· Making recommendations to KU on matters including:
  o Adjustments to the KU business model and strategy for scaling;
  o The development of new business opportunities and partnerships;
  o Overall strategic direction for KU

Members of the Library Steering Committee will also be asked to assist with:

· Representing KU to library and Open Access communities;
· Identifying external sources of funding for KU;
· Reviewing the performance of the KU project, drawing on indicators including usage data, levels of library participation, satisfaction and engagement.

ii. Collections Committee

Elections for the Collections Committee will take place after the completion of Round Two and as KU moves to scale up.

KU Charter and Round Two Member Libraries will be invited to nominate representatives and vote for the Collections Committee.

In order to be eligible to serve on the KU Collections Committee, a nominee must be employed in a collections/acquisitions capacity at a KU Charter or Round Two Member Library.

The Collections Committee will play a key role in selecting content to be offered to libraries via KU. The committee will make recommendations to the Library Steering Committee on:

· Procedures for curating collections offered to libraries via KU;
· Criteria for publisher inclusion in the KU programme;
· Subject areas included within the KU programme.

The Collections Committee will also play an advisory role on matters such as library acquisitions workflow, library-vendor relationships, metadata, accessibility, and archiving.