



UGANDA TECHNOLOGY AND MANAGEMENT UNIVERSITY

e-Library Policy

Introduction

UTAMU being a largely online university where students are not on the university campus most of the time, rather than having hard copy books in the library, the university has set up a fully functional electronic library (e-library). The e-library will make library resources available in electronic format wherever it is appropriate to do so, taking into account teaching and research needs, cost effectiveness, technical requirements, user authentication and licensing and preservation issues.

UTAMU has also subscribed to several printing and publishing companies that provide a collection of e-books¹. E-books have been with us for a while with sites like Project Gutenberg and Google Books generally offering titles that are free of copyright restrictions (and free to download). More academic journal content is online through e-library databases. The university has setup an e-library (<http://utamu.ac.ug/library>) which is a collection of e-resources available for use and also a collection of links to all available open access journals, e-books and other databases relevant to teaching, learning and research at UTAMU.

This policy guides the collection, use and distribution of the e-resources that are cataloged under UTAMU's e-library. The policy aims to provide appropriate access to resources in support of the research and learning priorities at UTAMU.

Collections Policy

The e-library will ensure that the E-library's collection of electronic resources is appropriate to support and advance the teaching, learning and research activities of UTAMU. The e-library will collect, record, preserve and make available published materials, which support the courses taught by UTAMU.

Freely available e-books and other texts will be added to the e-library catalogue if the content is relevant to teaching or research at UTAMU.

UTAMU shall subscribe to an aggregation platform provided by an e-book service provider through which UTAMU's students can access and download e-books.

The e-library will purchase and make available research tools (e.g. bibliographies and reference works) to support the teaching and research needs of UTAMU

¹ Any content that is recognizably 'book-like', regardless of size, origin or composition, but excluding serial publications, made available electronically for reference or reading on any device

Overlaps with existing subscriptions will be kept to a minimum. Where there is substantial overlap with other electronic resources the dis-continuation of subscriptions for overlapping electronic resources may be considered.

Freely available databases, negotiated will be made available where they support the teaching and research needs of UTAMU

Where necessary as agreed by the university council, new journals will be purchased in electronic format only.

Electronic versions of books will be purchased as additional copies for books in high demand where they are available

The e-library will accept donations of material relevant to our collections

The e-library will purchase any new title in the electronic version where such a resource is available electronic format.

The e-library will identify and subscribe to major re-known journals and provide its students access to the journals

Full text materials will be made available where copyright allows otherwise the reference details can be deposited and a link to the online location of the research paper will be included (if available)

Cancellation

Usage of e-resources will be monitored and databases with low usage may be cancelled

Price increases and changes of supplier or content may result in cancellation of subscription

Access to e-resources

The e-library will make its collections and services available to students and academic staff of UTAMU and to others as far as resources permit and with regard to copyright legislation.

Access to UTAMU's e-resources will be strictly to only registered students and teaching staff of UTAMU. The public may have access upon request to open and freely distributed materials.

e-library users must agree to abide by the terms of use of the various resources made available to them. The terms of use may defer by publisher.

Computers will be made available to provide access to e-resources for users who will be physically present at the university campus.

The e-library will provide access for UTAMU's students and staff in as user-friendly manner as possible, adopting new technologies as appropriate

New resources will be added to resource discovery tools and catalogued as required

Some of our electronic resources may not be available to visiting readers under the terms of our user licenses with the publishers.

e-library resources may be copied in accordance with copyright law. Reproductions of items from the e-library's collections may be requested by students/staff by contacting the Directorate of ICT, Quality Assurance and E-library Services. For material in the dependent libraries, please see their websites.