



LIBRARY

Acquisition guidelines

1. Information supply

As a central operating facility of the HMDK (§ 28 LHG Baden-Württemberg¹) the library has the task of planning and providing services relating to digital and analog media. This includes the review of the offer, its acquisition or licensing, the development, coordination, provision for all university members and its permanent maintenance.

The primary goal is an acquisition profile that covers current information needs and anticipates future needs, but which is also committed to the history of the HMDK and its teaching priorities².

2. distribution of tasks

Proofreading and acquisitions are carried out by the library management according to specialist library criteria. In doing so, it liaises with faculties and institutes and acts in agreement with the Rectorate as the directly superior authority. Proofreading is carried out in the subject department according to standardized procedures and includes industry-specific information tools (reviews, newsletters, publisher's brochures, etc.).

The active participation of members of the university is ensured through the permanent consideration of acquisition suggestions from users. Taking into account the acquisition profile and availability of funds, the library endeavors to respond positively to these suggestions as often as possible in order to further improve the supply of literature to university members.

In terms of cost and scope, larger acquisition requirements of individual members of the teaching staff or entire faculties cannot be covered by library funds. The possibilities for this must be explored on a case-by-case basis³.

The HMDK library is the single point of contact for the procurement of all media within the institution, even if these are intended to be passed on to other organizational units. It bundles the projects, concludes discount agreements with suppliers and negotiates licenses in consortia or directly in order to make acquisitions as cost-efficient as possible.

3. Guidelines

a. General

The library is largely oriented towards the subjects taught at the HMDK (practice, theory, science), but this does not exclude the acquisition of media with related or non-music-related content. The aim is to cover all epochs, styles and subject areas (music and performing arts) as well as a wide variety of instrumentations as broadly and comprehensively as possible.

The library also endeavors to continuously expand its collection with lesser-known works of old, new and contemporary music.

The university's priorities have a direct impact on acquisition policy. The European Organ Center⁴ requires increased attention in the procurement of literature and media in the fields of church music, organ building and liturgy. It is significant in this context that the library has grown historically since 1857 (collection history) and has significant special collections and rare books as well as bequests and estates. These are archived, indexed, constantly maintained and updated as required. The Institute for Music Education, which is horizontally and vertically integrated into the HMDK and also closely linked to the Eberhard-Ludwig-Gymnasium⁵ music grammar school, also plays an important role.

The HMDK library is a hybrid institution and now holds more electronic than physical titles. In the medium and long term, the digital transformation will cause an even greater shift in acquisitions towards electronic resources, even if it can be assumed that physical information carriers will continue to play an important role in the future. Where possible, individual licenses are preferred to package solutions if they can be made available on a long-term and secure basis. In close consultation with the cooperation partners (library networks, library service center, consortia), it is planned to establish suitable structures for the development of the digital collection and to guarantee the information supply of the HMDK through consortial and cooperative acquisitions.

b. Sheet music

The library endeavors to ensure that all artistic and pedagogical study programs are permanently supplied with basic materials. It acquires practical editions of sheet music that are editorially up to date with the latest scholarly standards. Scholarly and critical editions, in particular complete editions and serial works, are an indispensable source for the understanding of practical music and form a further focus of the collection. In order to avoid redundancies, the editorial department works in close consultation with the neighboring Württemberg State Library (WLB). Literature for individual instruments or solo parts as well as for larger ensembles (chamber music, ensemble music, choir, orchestra, stage) is acquired. Important works in the repertoire area are acquired on a staggered basis (multiple copies) and in comparable sheet music editions from various publishers.

With the Wilhelma Theater and its own concert halls, the HMDK has excellent and intensively used venues for all its ensembles⁶. The HMDK's existing cooperation agreements with professional orchestras in Baden-Württemberg open up further concert venues and increasingly require the purchase of materials required for performances. The procurement of rental material is taken into account here if purchase is not possible. This includes contract design and related processes (royalties, fees to publishing companies, shipping).

The HMDK is home to a collection of different organs and historical keyboard instruments that is unique in Europe. The Institute for Organ and Historical Keyboard Instruments, which is part of Faculty 3, together with the outstanding artistic quality of the teachers⁷, constantly generates demand for sophisticated, sometimes rarely heard literature, which the library has a special mission to procure worldwide.

The library acquires sheet music by contemporary composers for the Electronic Music Studio, which is often only available as POD (Print on Demand) or only in small editions. The sometimes horrendous costs involved are taken into account in the budget calculation. The requirements of the new Qualified State Center CG "Campus Gegenwart" are also taken into account.

c. Music literature and general writings

The primary focus is on the acquisition of newly published specialist literature relating to music, in particular musicological, music didactic and music theory literature as well as literature on the subject of music, media and society. A representative cross-section from the German and English-speaking world is collected. This also applies to series, which are usually acquired with the aim of long-term collection. A second focus is on specializations resulting from newly created institutes, departments, focal points as well as teaching and research areas (doctoral rights, CG). A third focus is on permanent special collections for specialized and highly specialized needs, which are generated from the established collection tradition.

In justified cases, the library acquires literature of non-musical content, especially for the fields of cultural management, theology, literary studies, psychology, economics, law and social sciences.

d. AV-media

AV media in all formats (CD, CD-ROM, Blu-ray, DVD, LP, DAT) are no longer actively acquired in favor of the much more attractive streaming offerings (Naxos Video Library, Naxos Music Library, Naxos Jazz Library, Digital Concert Hall). However, acquisitions for specific reasons, such as for courses or on the basis of general acquisition suggestions, are taken into account as far as possible. Expansion and new acquisitions are made in cases where university artists still publish conventionally (CD, DVD), whereby the special collections can potentially be updated or supplemented.

e. Journals

The library obtains specialist journals either by subscription, exchange or membership (associations). Electronic journals are in the collection if they can be obtained via consortium agreements for databases with e-journal packages or license-free. For the time being, the subscriptions in the inventory can only be obtained from the publisher in the analog version. A shift in formats towards electronic licenses is expected in the medium term.

4. Digitality

a. Digital media forms and preservation

The HMDK library now licenses many different e-media (e-books, e-scores, e-journals) as well as journal databases, online lexicons, specialist bibliographies and streaming services. This is made possible by the Baden-Württemberg Consortium⁸ as a purchasing group for academic libraries⁹ in the MWK Baden-Württemberg division¹⁰ and by free national licenses. Licensed electronic resources are preferred over analog media forms if they are cheaper to acquire and are available for the long term - usually indefinitely.

In order to safeguard content worthy of protection in any format (sole ownership, in-house productions, long-term archiving of retro-digitized historical collections, etc.), the library is developing strategies in close cooperation with the partners involved (WLB, HMDK sound technology, Library Service Centre Constance) to enable long-term availability. This includes the indexing of metadata, the digitization of analogue media (rare books, audio formats that can no longer be played such as LP, VHS, MC, DAT) and the creation of structural prerequisites (repositories, script servers) for their usability. In close coordination with the SWB library network, the library is also proceeding according to plan to safeguard the historical heritage through the cooperative preservation of printed cultural assets ("Last Copies")¹¹.

b. Open Access OA, research data management

In accordance with the BW 12 e-science concept, the library is of the opinion that university publications (theses, dissertations, habilitation theses, research data, articles) should increasingly be published within the framework of an institutional OA repository. This requires the definition of an Open Access Policy of the HMDK as a regulatory basis with the aim of providing suitable platforms and tools for publication, indexing and long-term archiving.

As part of the Higher Education Network Digitalization in Teaching Baden-Württemberg (HND-BW), the universities in Baden-Württemberg are setting up the Central OER Repository (ZOERR) at the Information, Communication and Media Centre (IKM) at the University of Tübingen. Although the MWK Baden-Württemberg is funding a number of projects, priority should initially be given to setting up suitable platforms at the universities themselves. With the involvement of the libraries, the increased development of tools for *e-science and research data management* is planned. In the future, the library will take on the role of an authority for research data management / clearing and advice center that refers to existing repositories for research data; it advises scientists on metadata standards for research data and establishes networks for these standards.

However, the potential for cross-university cooperation on *information literacy assessment*, the creation of e-tutorials and the exchange of best practice has not yet been exhausted.

The Baden-Württemberg Consortium has been supporting the transformation to open access publishing for several years. It should be noted that traditionally little or no digital publishing has taken place at universities of art and music. An important task for the consortium is to develop a sustainable and financially viable business model that takes into account the interests of all member universities in order to ensure the diversity of publications, provide standardized metadata and enable barrier-free access through suitable interfaces.

5. Information transfer

The university library is responsible for imparting information and media skills in an overarching manner. It provides information tools and resources that are necessary for the implementation of active and passive offers (guided tours, training courses, consultations, handouts on the website).

In coordination with institutional cooperation partners (libraries of the same type, library networks, information facilities at the university location), suitable structures are also taken to ensure the supply of information for digital collection development, e.g. through consortial and distributed acquisition. In accordance with the draft of the National Strategy for Open Access in Higher Education, the University Library is of the opinion that university publications in any (suitable) form should be published in an institutional OA repository under its editorial control.

Claudia Niebel, Dezember 2022

¹ <https://www.landesrecht-bw.de/jportal/?quelle=jlink&query=HSchulG%20BW%20Inhaltsverzeichnis&psml=bsbawueprod.psml&max=true> ² Bibliotheksentwicklungsplan Baden-Württemberg 2021. – Hrsg. vom Landesverband BW des DBV. – S. 67f.

³ Aushandlung von Berufungsmitteln bei Neuantritt einer Stelle bzw. Sondermitteln bei der Hochschulleitung

⁴ <https://www.hmdk-stuttgart.de/unsere-hochschule/orgelsammlung/>

⁵ Etablierung eines neuen Zugs für musikalische Hochleistungsträger ab dem Schuljahr 2013/14. Seither gibt es am Ebelu zusätzlich zum regulären Musikzug einen Zug für musikalisch Hochbegabte, den Musikgymnasiums zug. Dieses Pilotprojekt, das erste Musikgymnasium in BW, erfolgt in enger Kooperation mit der HMDK (precollege) und der Stuttgarter Musikschule. <https://www.ebelu.de/das-ebelu/musikgymnasium/> ⁶ <https://www.hmdk-stuttgart.de/studios-und-ensembles/>

⁷ [https://bsz.ubs-bw.de/aDISWeb/app?service=direct/0/Home/\\$DirectLink&sp=SOPAC35#](https://bsz.ubs-bw.de/aDISWeb/app?service=direct/0/Home/$DirectLink&sp=SOPAC35#)

⁸ <https://www.konsortium-bw.de>

⁹ Teilnehmende Bibliotheken der Universitäten, der Kunst- und Musikhochschulen sowie Bibliotheken der PH, der DHBW und der HAW mit dem Ziel des kosteneffektiven Erwerbs von Nutzungsrechten an elektronischen Informationsressourcen ¹⁰ Ministerium für Wissenschaft und Kunst Baden-Württemberg als übergeordnete Behörde

¹¹ „Bibliotheken gestalten den Digitalen Wandel“ (= BigDiWa 2020)

<https://mwk.baden-wuerttemberg.de/de/service/presse/pressemitteilung/pid/bigdiwa-bibliotheken-gestalten-digitalen-wandel/> ¹²

<https://mwk.baden-wuerttemberg.de/de/forschung/forschungslandschaft/e-science/>