

# Memorandum

**Office of the Provost and Vice-Principal (Academic)**  
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**TO:** Board of Governors

**FROM:** Professor Christopher Manfredi, Provost and Vice-Principal (Academic)

**SUBJECT:** Renewal of ProQuest McGill Comprehensive (McGill Select) Subscription Agreement

**DATE:** December 1, 2016

**DOCUMENT #:** GD16-22

**ACTION REQUIRED:**  INFORMATION  APPROVAL/DECISION

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**ISSUE & EXPECTED OUTCOME** Approval is sought to renew the ProQuest McGill Comprehensive (McGill Select) Subscription Agreement for the McGill University Library.

**BACKGROUND & RATIONALE** ProQuest LLC. is a U.S. publisher that provides online access to archives of sources such as newspapers, periodicals, dissertations, and aggregated databases.

On October 11, 2011, the Executive Committee of the Board of Governors approved a five-year agreement for the complete range of ProQuest full text databases, e-book collections, indexes and other subscriptions produced by ProQuest. This agreement enabled the McGill University Library to increase its access to over 270 subscriptions immediately, for \$4,334,600 USD over five years. This represented a 400% increase in content for a 30% increase in expenditure, compared to what would have been spent over the same time period.

The five-year agreement is now up for renewal and the Library wishes to continue to purchase the complete range of e-resources currently offered by ProQuest and all new material produced within the next five years.

The value of the agreement will be \$3,898,954 USD before taxes. This represents a further 10% discount and a savings of \$435,646. Because the license fee is fixed, the Library is able to plan and budget accordingly. Converted to Canadian dollars at the rate of \$1.35 the value of the agreement will be CAD \$5,265,537 (including taxes and tax rebates) and payable in US dollars as follows:

2016 – 2021 Renewal Agreement: \$3,898,954 USD Total

Year 1	Year 2	Year 3	Year 4	Year 5
\$779,791 USD	\$779,791 USD	\$779,791 USD	\$779,791 USD	\$779,791 USD

It is to be noted that a short-term license agreement of two months was recently entered into, effective October 1, 2016 to November 30, 2016 as a means to benefit immediately from certain additions to the offering by ProQuest. The short-term license agreement confirms that the service will be maintained until December 15, 2016, to provide the University with time to follow its contract approval and signature process. The monthly fee during the term of the short-term license agreement is significantly higher than what is offered for the new agreement, however upon the effective date of the new agreement on December 1, a credit memo will be issued against the first-year payment to readjust to the same monthly amount.

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**ALIGNMENT  
WITH MISSION  
AND STRATEGIC  
PRIORITIES**

The renewal of these valued library resources, particularly in Humanities and Social Sciences, Management, Law and Life Sciences areas, will ensure that the expanded library collection will continue to support the University's teaching and research missions. Many of the resources provided by ProQuest are primary resources which enhance teaching and research by providing electronic access to content previously available only in rare book collections in libraries around the world.

The strength of the overall collection has ensured that the Library is ranked #1 in the McLean's University Ranking and a significant driver behind McGill's #1 ranking for the past years.

**COMPLIANCE  
WITH  
UNIVERSITY  
POLICY**

The proposal has been

	<p>However, ProQuest seems to be thriving as the company has grown and expanded its offering since we entered our first agreement with them in 2011.</p>
<b>SUSTAINABILITY CONSIDERATIONS</b>	<p>All sustainability implications have been taken into consideration in the development of this agreement. The ProQuest McGill Comprehensive (McGill Select) subscriptions are delivered in electronic form to any device and can be accessed by authorized McGill users from anywhere in the world. No physical storage is required, which has a positive environmental impact.</p>
<b>IMPACT OF DECISION AND NEXT STEPS</b>	<p>Following the approval of the agreement by the Board of Governors, Procurement Services will immediately proceed to the execution of the agreement by the Provost and Vice-Principal (Academic).</p>
<b>MOTION OR RESOLUTION FOR APPROVAL</b>	<p>Be it resolved that the Board of Governors, on the recommendation of the Provost and Vice-Principal (Academic), approve the ProQuest McGill Comprehensive (McGill Select) Subscription Agreement between The Roy Institution for the Advancement of Learning/McGill University and ProQuest LLC, at a value of \$3,898,954 USD before taxes and authorize the Provost and Vice-Principal (Academic) to sign the Agreement and any access documents provided that where necessary, they are reviewed by Procurement Services</p>
<b>APPENDICES</b>	<p>The Subscription Agreement is available upon request.</p>