

## Materials allocation methodology

The amount available for the purchase of library material on behalf of academic departments is divided into a Teaching Allocation and Research Allocation, in the ratio 65:35. The two allocations together total the **notional** allocation to each department for the year. The **actual** allocation is modified by a number of factors, including existing periodical subscriptions - a 'safety net' prevents a reduction greater than 15 per cent; purchasing history; and discussions with Library and academic staff.

### Teaching allocation

This is divided between departments on the basis of the number of 'teaching units'. These are arrived at by multiplying **weighted student numbers** by **book price** and **library use** indices.

For each academic department:

- undergraduate students are weighted 1
- taught postgraduate students are weighted 1.5
- book price index is calculated from the average price of books bought on behalf of the department during the past three years
- Library use index is calculated from the per capita loans and renewals recorded for staff and students of the department over the past twelve months.

### Research allocation

This is divided between departments on the basis of the number of 'research units'. These are arrived at by multiplying **weighted research postgraduate and academic staff numbers** by **serials price** and **research rating** indices.

For each academic department:

- academic and research staff are weighted 2
- research postgraduate students are weighted 1.5
- serials price index is calculated from the average cost of serials subscriptions paid on behalf of the department during the past five years
- HEFCE research ratings are included using the proportions employed by HEFCE in distributing research funds after the 2001 RAE – 2.71, 1.88 and 1 representing 5\*, 5 and 4 (3a treated as 4 for this purpose)