

**Core Public Health Journal List Project Plan
Public Health/Health Administration Section (PH/HA)
of the Medical Library Association (MLA)
Revised June 3, 2005**

More information about the project is available on the PH/HA Web site at <http://www.phha.mlanet.org/activities/corejournal.html>. Comments are always welcome; send them to the oversight committee members listed below.

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Introduction

The core public health journals project is an effort to identify a list of core public health journals that should be considered by all libraries serving public health organizations in any or all of the specialty areas covered. The list should assist libraries and faculty in selecting journals for purchase and in evaluating their own collections.

Winn Sewell's work with the American Association of Colleges of Pharmacy to create a peer reviewed list of journals that continues to be maintained and updated by the Library group in that association was an inspiration. The original core public health journal project team was led by Stephanie Normann, Matt Wilcox and Cristina Campbell, later joined by an editorial committee. In January 2001, public health librarians and subject specialists were invited to participate as subject developers, partners, and reviewers. Close to fifty librarians from a few dozen institutions volunteered to participate in the project. The initial version of the project posted on the Yale Web site is linked as an activity of the PH/HA session. The time has come to update and further develop the project.

The plan outlined below describes how the project can be updated, maintained and promoted. The planning committee looks forward to your input.

Recruitment

Barbara Nail-Chiwetalu (L), Matthew Wilcox

Charge:

1. Create a plan for recruitment and selection of content compilers and reviewers
 2. Oversee work of compilers and reviewers on some areas
 3. Acknowledge and award ongoing knowledge work of compilers and reviewers
 4. See that the content of the Web site remains fresh
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The Core Public Health Journal Project involves the work of an oversight committee and volunteers who serve to compile and review the content of the list of journals. The oversight committee will recruit compilers and reviewers from appropriate professional associations and organizations as outlined below.

Composition and Recruitment of Oversight Committee

Members of the Oversight Committee will be public health librarians. They will be asked to serve for a two-year commitment. The Oversight Committee should have at least four members encompassing the following roles:

- Chair (recruitment for oversight committee, recognition and aspects of all other tasks)
- Editorial Oversight (one to three people to recruit and guide content developers and reviewers; one will coordinate volunteer assignment to subject areas)
- Technology Liaison (work with PH/HA and current web host, might also serve as Title Alert Person (TAP) as outlined in maintenance section)
- Promotion Liaison (promote and evaluate the program, all-around support)

The Chair of the Oversight Committee will be an appointed position of the PH/HA section and that person will serve a three year term (two years as Chair, the final year as a member) in order to assist with the transition. The Oversight Committee members will be recruited in September just prior to the recruitment of compilers and reviewers (e.g., September 2007 for new version due April 2008). This will allow for some lead time for familiarity with the project and tasks before recruiting new compilers and reviewers. At about three months before the end of the two-year commitment (approximately end of May), volunteers will be asked if they wish to continue another two-year cycle in the same committee, change committees, or be replaced. Openings will be filled by a call for volunteers primarily through the PH/HA section discussion list.

Qualifications of Compilers and Reviewers

Public health librarians will be recruited to serve as volunteer compilers. Either public health librarians or public health professionals may serve as reviewers. The input from public health professionals will be strongly encouraged but librarians will take primary responsibility for the content. Based on the response of volunteers for version 1.0, it is anticipated that few public health professionals will answer the call. Therefore, it is recommended that librarians take the role of compilers and, where available, public health professionals serve as reviewers. For

subject areas in which public health professionals are not available as reviewers, librarians may take the role.

Criteria for selection of compilers and reviewers will include: (1) currently working as a librarian serving public health or related areas represented on the lists or public health professional; (2) be very knowledgeable about the subject area(s) for which they are volunteering either through primary professional responsibility or having significant background knowledge in the area(s); and (3) be willing to commit to completion of the process for the new version.

Assignment to Subject Areas

There are thirteen subject areas in the core list, which include: biostatistics, environmental health and sciences, epidemiology, health education/behavioral sciences, health services administration, biomedical and laboratory practice, international public health, maternal and child health, occupational safety and health, public health practice, public health dentistry, public health nutrition, and public health nursing. Given that these areas were developed for version 1.0, version 2.0 may only require one volunteer as compiler and one as reviewer for each subject area. One individual may serve in dual roles (e.g., as a compiler for two areas or as a compiler for one area and a reviewer for a second area). Therefore, up to 26 volunteers could be recruited, fewer if individuals take on dual roles. New areas may be added to the lists as public health specialties develop further.

Tasks of Compilers and Reviewers

Version 1.0 will be the list of titles from which volunteers will work. Titles are listed under three areas: (1) essential core; (2) research level core; and (3) gray literature core. Compilers will review the list of titles in version 1.0 and suggest any changes such as the addition of a title, deletion of a title, or reporting of a dead link. Upon the completion of the compiler's suggested changes, the reviewer will review the list of titles from version 1.0 and recommended changes for version 2.0. The reviewer will discuss and negotiate as needed with the compiler to come to consensus on a final list for version 2.0.

Call for Volunteers

The call for volunteers for compilers and reviewers may be announced on discussion lists and in newsletters monitored by public health librarians and professionals. Some vehicles for recruitment may include: PH/HA discussion list, *PH/HA News*, MEDLIB-L, and PH Partners e-mail list. The call for volunteers should go out in October prior to the year of update (e.g., October 2005 for the final April 2006 update) to give the editorial/planning committee 2-3 months to manage the call and selection process. (Note: *PH/HA News* has a deadline for submissions of October 15. The newsletter comes out at the end of October or early November depending on the timeline of those preparing it.)

Timeline for Compilers and Reviewers

The Core Public Health Journals list will be updated every two years starting with version 2.0 to be completed in 2006, version 3.0 in 2008, continuing in even-numbered years. New core lists will be due by the end of April, which allows use of the National Library of Medicine (NLM)'s

List of Journals Indexed (updated annually in March-April) and release of the list at the business meeting of the PH/HA Section at the annual Medical Library Association conference in May. Review of the current version of the list will begin in January of the year of update (e.g., 2006, 2008) giving compilers and reviewers 4 months to complete the work. See complete timeline graphic at end of plan.

Acknowledgement of Work

An official letter of acknowledgement will be sent to each compiler and reviewer at the time of the release of the newest version by the Chair of the Oversight Committee. Members of the oversight committee will also receive similar letters of acknowledgement for their work at the end of their work cycle. MLA Academy of Health Information Professionals (AHIP) credit may be available for librarian participants as outlined in the "Noncommercially Published Materials" section of the point index in the authoring section.

Technology

Matthew Wilcox (L), Debra Revere

Charge: Redesign existing framework of site for increased utility; work with evaluation and promotion group to build in tools towards these ends

Status: The data for the version 1.0 lists is in a Microsoft Access database is maintained at Yale from which HTML lists for posting on the web are generated. The project list Web site is currently maintained on the Yale Web server with the look of the PH/HA Web site at <http://info.med.yale.edu/eph/phlibrary/phjournals/>. The version 1.0 list is frozen to content changes; only fixing of broken URLs, etc. and additional functionality desired in the way of feedback forms, etc. should be added. The feedback forms can be sent directly to the compilers for the lists and to the member of the oversight committee designated to that subject area. [See Site Maintenance and the Evaluation & Usage section of the plan]

Comments received can be archived on the Web site (password protected, if needed). All substantive changes will be passed on for incorporate into version 2.0. Previous versions (0.9) of the list will be archived. As development on these version 1.0 lists will end, there is little need in moving them over the PH/HA site. The future versions of the lists might be better maintained on the MLANET server. Procedures and space requirements will be provided to the PH/HA Web Committee Chair to begin this discussion.

Development for version 2.0: The lists are relatively short so a spreadsheet of individual subject lists can be generated for the compilers to use as tools for making version 2.0 lists. The revised lists will then be added into the version 2.0 database which will be reviewed by the editorial oversight committee. This minimizes version control and access problems, while ensuring that compilers will have the information they need to proceed with updating the lists. Yale can continue to maintain the database and will be able to generate the code to make it easy to host the version 2.0 lists on the PH/HA site. Compilers will only need to supply simple information (title, ISSN) and any ranking or justification info that they may want to share with the reviewers (not for public consumption) and Yale will add the other data elements required to ensure quality control and to remove difficulties in merging disparate data elements into the database. The

Oversight Committee will review the fields currently provided and decide on the fields displayed as well as the presentation of the lists in version 2.0.

The list should be searchable through its host Web site or site users should be provided with information about how to use the Find feature or other aspects of the browser on the complete journal list to locate particular titles of interest.

In order to make the data more available for research and planning purposes, the entire file of the journals with categories and core/research levels included for each title will be available as downloadable files (Excel, comma delimited, etc) on the project Web site.

Maintenance and Sustainability

Marie Ascher (L), Barbara Nail-Chiwetalu

Maintenance and Sustainability of content and context within PH/HA Section and larger community

Charge:

- 1) Create a plan for maintenance of site.
- 2) Develop methods to keep editorial groups up to date with announcements of new journals that should be considered.

1) Site Maintenance

The Technology committee's current plan is to continue to house the version 1.0 release of the lists on the Yale Web site at <http://publichealth.yale.edu/phlibrary/phjournals/bundle/index.html> with links from the PH/HA site. The core journal list data is maintained in a Microsoft Access database.

The version 2.0 release in April 2006 will be housed on the PH/HA section of the MLA server space permitting. Subsequent releases of the lists will be every two years.

Specific online forms will be created for the Project pages both for version 1.0 on the Yale server and on future lists hosted elsewhere to fulfill the following needs:

- Reporting dead links
- Suggesting a title
- Commenting on an existing title
- General comments/suggestions

Forms will force information into certain queues, with data being presented consistently and in the same format, and will enable appropriate and timely action to issues. Autoreplies to form submissions will be prepared by the Oversight committee. All form information should be directed to forms should be directed to the compiler and the assigned oversight committee member for quality assurance purposes.

Functional issues (dead links, dead titles) will be addressed within one week of receipt of the form i.e. links will be fixed and dead titles will be noted. In addition, link checking software will be run on the site monthly. The Technology liaison to the Oversight Committee will review the reports, double-check broken links by hand, and pass on a list of changes to the site Webmaster.

Content changes (new titles, titles to remove, etc.) will be published in subsequent releases of the lists. Interim title changes, however, will be noted on current lists. Content editors are responsible for at least annual checks of their lists, corresponding with the publication of the *NLM List of Journals Indexed*.

2) New journal awareness

This section of the plan requires one member of the oversight committee be designated as a Title Alert Person (TAP). The function of the TAP includes the following:

Twice a year:

February and August: Email list compilers and reviewers links to publishers “new journals” pages to scan such as:

Blackwell http://www.blackwellpublishing.com/journal_new.asp?site=1

Cambridge http://www.cambridge.org/uk/journals/journal_new_2005.asp

Lippincott Williams and Wilkins <http://www.lww.com/resources/librarians/index.html>

Oxford University Press <http://www3.oup.co.uk/jnls/> [URL to change June 1]

Sage Publications <http://www.sagepub.com/newtitles.aspx?sc=3>

Other resources potential interest to compilers for keeping up to date:

Ulrich’s Update

http://www.ulrichsweb.com/ulrichsweb/ulrichsweb_news/uu/newTitles.asp?uuMonthlyFile=uu200503/new_titles.txt&Letter=A&navPage=9&

PubMed Central News List (TAP will subscribe to this and other lists that may yield useful information)

<http://www.ncbi.nlm.nih.gov/mailman/listinfo/pmc-news>

February and August: Email PH/HA membership to specifically request suggestions and/or additions for the journal lists.

Fall and Spring issues: Solicit information and make new journal announcements via *PH/HA News*.

Annually: The TAP will inform compilers and reviewers of the publication of the new and changed *NLM Lists of Journals Indexed* publications <http://www.nlm.nih.gov/tsd/serials/lji.html> in April of each year and request content checks and amendments on current lists. The TAP may also check the Evidence-Based Practice for Public Health Project Journal list at <http://library.umassmed.edu/ebpph/journallist.cfm>

Compilers and reviewers will maintain ultimate responsibility for keeping current with new titles in their area.

Evaluation and Usage

Debra Revere (L), Melissa Rethlefsen

Charge: Measure and evaluate current usage of site and develop plan for ongoing assessment to include both librarian and public health workforce usage.

Task 1. Evaluation of Current Usage

- Work with Technology Group to determine Web site usage (log analysis).
- Conduct a brief review of all sites that point to the current site to determine how much "traction" the site has, who is pointing to the site, etc.
- Disperse a request to complete a brief survey or poll to appropriate discussion lists regarding amount of use and how useful the site is.
- If possible, after promotion efforts run an online, brief survey/pop-up survey that asks for the type of user/user purpose, if first-time or have used site in the past and whether the user found what s/he was seeking.
- Present findings to Oversight Committee.

Task 2. Ongoing Assessment

- Collaborate with Promotion Liaison to include a brief survey of usage as part of other promotional campaigns.
- Work with Technology Liaison and Webmaster to add assessment tools—such as a link to "Tell Us What you Think of this Site," link to leave comments/feedback—and other passive tools like counters to the site.
- Continue to use log analysis to compile usage statistics (how many users, how much time users spend at the site, etc.)
- Consider usability testing of existing list format to plan for format of future releases.

Promotion

Melissa Rethlefsen (L), Marie Ascher

Charge: Plan to promote usage of the Core Public Health Journal Project site; write articles on project for a variety of publications

Promotion Plans by Audience

Librarians

Librarians from multiple types of library, including medical, public health, academic, special, and others, will find the Core Public Health Journal Project Web site beneficial for collection development and collection analysis, as well as a tool for research and informing librarian and patron publishing decisions. The Core Public Health Journal lists will be especially useful to librarians new to the field of public health.

Strategies for Promotion

- Compose brief announcement and/or press release regarding release of version 1.0, editor and reviewer recruitment information, and information on making comments/suggestions. Submit to various electronic distribution lists (see Appendix A); newsletters and magazines/journals (see Appendix B); and blogs and web resources (see Appendix C).
- Write brief articles about project for publication. Potential journals for publication include *MLA News*, *PH/HA News*, and *Health Information & Libraries*, as well as relevant publications in other areas of librarianship.
- Present information about the core lists at conferences and meetings with interested audiences. Potential conferences for paper/poster presentation opportunities include the annual meetings of the Medical Library Association, MLA chapter meetings, the Special Libraries Association (SLA), and the Association of College & Research Libraries.
- Submit version 2.0 list to *Journal of the Medical Library Association* for publication, along with a brief communication article about the project.
- Send information about the core lists to new PH/HA members.

Public Health Professionals

Public health professionals, including persons working in academic public health; federal, state, and local public health; and non-government public health in all specialties, will benefit from the Core Public Health Journal Project Web site. This audience will be able to use the site as a tool for selecting where to publish research, a tool to demonstrate breadth and depth of public health as a discipline, and as a tool for finding sources of public health research.

Strategies for Promotion

- Compose brief announcement and/or press release regarding release of version 1.0, reviewer recruitment information, and information on making comments/suggestions. Submit to various electronic distribution lists (see Appendix D); newsletters and magazines (see Appendix E); and blogs and web resources (see Appendix F); and relevant organizations, including the Partners in Information Access for the Public Health Workforce, the Centers for Disease Control and Prevention, Association of Schools of Public Health (ASPH), Society of Public Health Education (SOPHE), the Public Health Foundation and the American Public Health Association. Ask the organizations receiving the announcement/press release to forward it to their regional/state chapters.
- Write brief articles about project for publication; potential journals for article publication include *American Journal of Public Health*, *BMC Public Health*, *Public Health Reports* and *Health Education & Behavior* and other subject-specific journals for individual lists.

- Present information about at conferences and meetings with interested audiences. Potential conferences for poster/paper presentation opportunities include the annual meetings of the American Public Health Association, SOPHE and National Environmental Health Association.

Researchers

Researchers, including librarians, public health professional, and other researchers, will be able to use the site as starting point for conducting bibliometric research, systematic reviews, or other research about needing or requiring public health information.

Strategies for Promotion

- Promote to researchers via methods outlined above.
- Examine potential for tracking research done using the Public Health Core Journal Project lists, at minimum those articles written by the project team which will be posted as a bibliography on the project Web site.
- Post downloadable files of the journal list in easy-to-manipulate formats and include a suggested citation for those using the list on the project Web site.

National Library of Medicine

One of the Core Public Health Journal Project's original intents was to encourage the National Library of Medicine to include more public health journals in MEDLINE. The Project Team should communicate with NLM's Literature Selection Technical Review Committee (LSTRC) regarding the possibility of indexing the journals on the core lists.

LSTRC Scientific Review Administrator
National Library of Medicine
Building 38A - Room 4N-419
8600 Rockville Pike
Bethesda, MD 20894
(301) 496-6217
Email: kotzin@nlm.nih.gov

Titles already indexed by MEDLINE, but not currently linked to online full-text in PubMed could be targeted for inclusion through PubMed's LinkOut. See <http://www.ncbi.nlm.nih.gov/entrez/linkout/> for contact information.

Action Points

- Create editorial team from Oversight Committee (and volunteers as needed) to develop promotions, write articles, etc.
 - send list of proposed announcement venues to editorial team

- develop final list of person(s) and places to submit announcement/press releases
- develop talking points for announcement/press release
- finalize announcement/press release
- write article(s) for submission to library and public health professional journals.
- develop paper/poster presentations for annual meetings of library and public health organizations
- Explore ways to improve site for each audience and target promotion messages accordingly.
- Work with Maintenance/Sustainability team to investigate potential for tracking research done using the project Web site.
- Develop recommended citation for Web site.
- Create team to develop recommendations to send to NLM through the PH/HA Section leadership.

Current Status

Marie Ascher presented information on the Core Public Health Journal Project at the April 20th, 2005 Partners in Information Access for the Public Health Workforce meeting. She returned with a number of suggestions which should be considered for version 2.0. In addition, she developed some interest among partner representatives. These representatives will help to publicize the lists to their constituents.

Appendix A: Potential distribution lists for promotion to librarians

- PHHA-LIB (public health)
- MEDLIB-L (medical)
- RESEARCH-MLA (medical)
- All NNLM Regional Lists (medical)
- MLA-CDS (medical)
- LIS-MEDICAL (medical, UK)
- VETLIB-L (veterinary)
- ARL-ANNOUNCE (academic)
- COLLIB-L (academic)
- STS-L (academic)
- SLAPA-L (special)
- SLA-TECH (special)
- SERIALST (serials)
- SIGMETRICS (research)
- ALF-L (Canadian)
- LIBREF-L (reference)

Appendix B: Potential newsletters and magazines for promotion to librarians

- Library Journal (general)
- College & Research Libraries News (academic)
- LJ Academic Newswire (academic)

- Developments (medical)
- Hypothesis (medical)
- Library Association Health Libraries Group Newsletter (medical, UK)
- MLA News (medical)
- Network News (medical)
- PH/HA News (public health)
- Biofeedback (special)

Appendix C: Potential blogs and web resources for promotion to librarians

- lisnews.com (general)
- Librarians' Rx (medical, Canadian)
- MLANET Member Professional Toolkit (medical)
- nnlm scr blog (medical)
- NN/LM MAR blog (medical)
- Dragonfly (medical)

Appendix D: Potential distribution lists for promotion to public health professionals

- DENTAL-PUBLIC-HEALTH (ph dentistry)
- OCC-ENV-MED-L (occupational/environmental)
- ENV-HEALTH (occupational/environmental)
- HLTHPROM (education/promotion)
- IUPHE (education/promotion)
- PH-INFO (ph informatics)
- PHNUTR-L (ph nutrition)

Appendix E: Potential newsletters and magazines for promotion to public health professionals

- Nation's Health (general)
- Center for Public Health Preparedness News (general)
- Friday Letter (academic)
- ASPHER Monthly Newsletter (academic, Europe)
- News & Views (education/promotion)
- Preventing Chronic Disease (education/promotion)
- Environmental Health News (occupational/environmental)
- Emerging Infectious Diseases (epidemiology)

Appendix F: Potential blogs and web resources for promotion to public health professionals

- Partners in Information Access for the Public Health Workforce (general)
- Public Health Weblog (general)
- Georgia State University Public Health Blog (general)

Next Steps

Confirm Oversight Committee participants.

Begin implementing plan with existing committee and PH/HA leadership support.