Lemieux Library Collection Development Policy

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1. Introduction and Background

Lemieux Library first issued general Collection Development Policies statements in 1981 and revised them in 1987 to include all programs across the curriculum. In 2005, a renewed focus to update and revise general guidelines emerged with the formation of a Collection Development Group, a collaborative effort among the Coordinator of Collection Development and the librarians. A second phase of activity aims to review subject-specific guidelines and assign the appropriate level of collecting (basic, undergraduate, graduate) for current programs and departments across the curriculum. Ultimately, these general guidelines and the subject statements are reviewed by the respective librarians and departmental library representatives on a continual basis and form the heart of the collection development policy.

This overall statement is intended to guide collecting on an integrative level, to provide direction about formats, and to position the Library’s collection development activities in the environment of a twenty-first century academic library.

2. Collection Description

2.1 Purpose of the Collection

The purpose of the Lemieux Library collection is to support and anticipate the curricular and scholarly needs of students and faculty at the University. The Library contributes to the undergraduate, graduate and professional programs by supporting student research and instruction. The library contributes to faculty research on a very basic level, primarily through consortium borrowing, traditional interlibrary loan, and commercial document delivery.

2.2 Undergraduate Collection

At the undergraduate level, the goal is to build dynamic, current collections in a variety of formats that provide students with the necessary resources to complete their coursework, and to expose students more broadly to academic writing and other scholarly output in their chosen disciplines. Typically, the Library does not acquire undergraduate textbooks in print format, although some exceptions occur inadvertently during the acquisitions process when commercial or academic review sources do not specify “textbook” format. The library does subscribe to e-book collections that may include basic textbooks for the undergraduate level.

2.3 Graduate Collection

At the graduate level, the goal is to collect materials in a variety of formats that support areas of active student scholarship at the University, and to provide timely and efficient access to the secondary collection of materials in libraries both at the regional and national level. Access to a secondary collection of materials is provided through membership in the Orbis Cascade Alliance Consortium supplemented by traditional interlibrary loans and document delivery, and by forming cooperative relationships with
other libraries in the region. Typically, the Library does not acquire graduate textbooks in print format, although some exceptions occur inadvertently during the acquisitions process when commercial or academic review sources do not specify “textbook” format. The library does subscribe to e-book collections that may include basic textbooks for the graduate level.

2.4 General Collection

General collections are developed to the extent that they support general academic work at the University.

2.5 Reference Collection

The Library maintains a small, separate collection of print reference materials, such as dictionaries, encyclopedias, and atlases but it is the online e-books and databases that meet most user needs. In general, the Librarians foresee the overall reduction of the print reference collection following national academic trends.

2.6 Special Collections

Special Collections include materials which for reasons of rarity or fragility or form or association with the University or local community have been separated from the main collection. While active collection development has not been a priority, recent acquisitions to Special Collections include book arts and special press books.

3. Responsibility for Collection Development

Under the administration of the Dean, Lemieux Library, the librarians and faculty share the responsibility for selecting and maintaining the collections. Under the general direction of the Coordinator of Collection Development, Liaison Librarians and Faculty Library Representatives work in partnership across the specific subject areas to build collections that further the academic objective across the majors, programs and colleges of the university.

The Collection Development Group, comprised of all the librarians advises the University Librarian on collection development issues. The Coordinator of Collection Development serves as chair. The committee reviews requests for all new serials subscriptions and electronic resources. In its annual review cycle, the committee also reviews cost increases, format changes, and usage statistics impacting cancellation or retention decisions.

3.1 Selection and the Role of the Liaison Librarian

The primary responsibility for identifying and selecting items for the Library collection lies with the liaison librarians. As information specialists in each subject area at the University, they provide expertise in the bibliography of these areas. Their role includes partnering with faculty and departments to stay abreast of changing areas of the curriculum and student scholarship and responding by selecting appropriate new materials for the collection. With a focus on assigned disciplines and specific topics of
interest, the librarians are in a strong position to guide the development of the collection in each area.

*Selection of materials is guided by the following criteria:*

1. Relevant to the curriculum
2. Supports student research needs, and faculty teaching
3. Usefulness of the material with respect to other materials already in the collection or readily accessible from other collections; including representation of multiple viewpoints
4. High quality and accuracy in content
5. Appropriate format to best serve our users' needs with a focus on online resources
6. Timeliness or permanence of the material
7. Authoritativeness; reputation of author(s) or creator(s)
8. Reputation of publisher or producer
9. Inclusion of title in recognized bibliographies
10. Availability via ILL or commercial document delivery of those materials considered too expensive to purchase
11. Availability of title among Orbis Cascade Alliance Consortium members via SUMMIT catalog and WorldCat (OCLC).
12. Language
13. Cost of the material in comparison with other equally useful material.

Whenever possible, it is advisable to select materials on the basis of the professional review literature. Selection of retrospective materials is best done on the basis of bibliographies of recommended works.

### 3.2 Selection and the Role of Faculty Liaisons Representatives

Although the ultimate responsibility for collection development rests with the Library, the faculty liaisons also carry the responsibility to work with their subject specialists to achieve a balanced collection, and to coordinate the resource development of the Library in their subject areas. The following statement describes their responsibilities in detail:

1. Each department or program is responsible for appointing a faculty member to serve as liaison to the Library. Each Department Chair or Program Director should communicate the name of the faculty liaison to the Liaison Librarian, the Coordinator of Collection Development, or the Dean, Lemieux Library and promptly notify the library when the faculty liaison changes.

2. The faculty liaison representative serves as the information conduit between the library and the academic department or program. The liaison should be in regular contact with all faculty members in that academic unit, and should work with the Chair or Program Director to ensure adequate communication with the Library concerning program changes, new faculty appointments, retirements, and other changes having an impact on the Library’s collections and services.

3. The liaison representative should communicate needs of the department/program for specific library resources to their appropriate Liaison Librarian. This includes requests for books, journals, databases, and other materials. The liaison should consult with all faculty members in the academic unit to recommend the mix of electronic and print resources.
that will best serve the needs of the program. The liaison should be actively involved in decisions about library resources which support the curriculum, including both selection and deselection decisions where appropriate.

4. Individual faculty may work directly with Liaison Librarians for special class-based instruction or research consultation or referrals to address collection development needs.

5. The liaison should inform faculty about changing modes of information sources and how to obtain instruction in their use from the Liaison Librarian. The liaison should encourage faculty to incorporate library use, where appropriate, into course assignments for the specific discipline.

6. Liaisons are encouraged to communicate with their counterparts from other departments and programs regarding similar or complementary interests in collection development.

3.3 Budget

The budget for library materials each year is set by the Dean, Library in consultation with the Director of Resource Acquisitions and Management (RAM), the Coordinator of Collection Development and the liaison librarians. The proposed budget is presented for discussion among the librarians at Collection Development Group meetings for comment and support, and the final version distributed to liaison librarians and departmental library representatives.

3.4 Coordination

Through the activities of the Collection Development Group, the Coordinator of Collection Development facilitates and supports the efforts of liaison librarians in building and managing the collection and collaborates with the Director, RAM who serves as primary liaison with vendors and monitors expenditures. Ultimate responsibility for the expenditure of the library’s book and periodical budget and the development of the collection resides with the Dean, University Library.

3.5 Community Input

The Library welcomes input from the university community about the development of collections. Requests for new material are accepted in any form written or email. Requests from students will be given serious consideration when the material requested is consistent with the Collection Development Policy. Whenever subject specialists act on requests from students who have identified themselves, the students will be informed whether or not the recommended items will be acquired. Because they represent a long term budget commitment, requests for serial continuations are considered by the Collection Development Group on the advice of the liaison librarian and/or the departmental library representative.

Requests for new material from external borrowers (i.e. people outside the university community) may be considered, but not given as much weight as requests from members of the university community. If these requests meet the Library’s collection guidelines
and do not place pressure on the materials budget, they may be acquired for the collection.

4. Subject areas: Reference to Collecting Levels

Specific policies with detailed collecting levels are listed elsewhere in this document. These subject-specific policies relating directly to distinct academic programs have been developed in cooperation with the appropriate department, school or faculty. While these collection policies have an emphasis on the selection of books, the principles also apply to the selection of journals for each area. However, not factored into the policies are the elements of cost, coverage and trends for any specific subject. The collection policy is just one tool used to help shape the collection.

The collecting levels assigned in these policies describe current collecting goals, not necessarily the existing collection. Because the Library's role is to support and contribute to the achievement of quality teaching and learning at the University, its collections and collecting policies change as the academic environment changes. Liaison librarians ensure that present collecting policies and goals are changed and updated as course or program changes are approved and implemented.

5. Participation in Library Consortia

5.1 Summary of consortia relationships

Participation in consortia allows Lemieux Library to work with other libraries and to leverage purchasing power by aggregating spending and negotiating potential in the market. The savings that accrue through these activities allow the Library to expand access to additional new resources.

Lemieux Library benefits from active participation in several library consortia. Specifically, the Library participates in the following:

- Orbis Cascade Alliance Consortium, representing 38 academic libraries in Washington, Oregon, and California
- Puget Sound Academic Independent Libraries (PSAIL), representing 8 university libraries in Washington
- Other consortia include the Association of Jesuit Colleges and Universities (AJCU) for virtual reference and chat sessions.

5.2 Orbis Cascade Alliance

The library’s current collection development practices will continue to be influenced by membership in the Orbis Cascade Alliance. The strategic agenda of the Alliance Executive Council (revised 2018) outlines various initiatives in support of exploring new directions that further the mission of the consortium. The most significant strategic initiative affecting Lemieux Library collection policies, preservation and acquisitions

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activities is found in the Alliance Strategic Plan, 2018.

6. Languages

Materials added to the collection are primarily in English.

Rare exceptions include support for the curriculum in modern languages and literature including French, Spanish and Japanese.

Special collections of materials in other languages may also be considered where there is a body of faculty or students fluent in this language, and where there is a demand in support of student scholarship undertaken at the University. For example, there is limited collecting in Arabic, where the emphasis is online resources.

7. Format

The Library acquires and preserves materials in a variety of formats: print, microform, audio and videocassettes, DVD, with an emphasis on electronic resources, web accessible full-text archival databases, e-journals and e-books.

7.1 Monographs

7.1.1 Firm Orders

Monographs are acquired through direct (firm) order acquisition vendors. A historical allocations pattern forms the basis of the firm order departmental funds.

Direct (firm) orders are books selected from requests, reviews or other sources. Relevance to the curriculum, currency, quality, anticipated demand, and price are all factors in the selection of such items.

Expenditures for monographs are tracked by format and fund (department, program or school).

Emphasis has been on acquisition of ebooks, but both hardcover and paperback editions are purchased as available. Where there is a significant price difference between hardcover and paperback the lesser priced format may be selected. Preference for paperback format may suggest an exception in the case of books with short expected shelf life, such as technology manuals, or works expected to be superseded soon by subsequent editions.

7.1.2 Out of Print Books

Out of print books will be acquired when they meet current collection guidelines, and are readily available in good condition at a price that can be accommodated within the budget. The acquisitions staff may search online out-of-print vendors for replacements and lost books.
7.1.3 Electronic Books

Since 2010, the library has moved more aggressively to purchase e-books. Both librarians and faculty will give preference to purchasing e-books when there is a comparable choice between print and electronic. Some general guidelines are provided here for the selection of electronic vs. print books.

Electronic books are preferred for:
- Reference books, and other works not normally read cover-to-cover
- Reserve books, focusing on short-term use and targeted content
- Books with added utility in the electronic format providing access 24x7 to distance, online and hybrid environments.
- Texts which undergo frequent revisions
- Books useable in electronic form that support programs at more than one campus

Print books are preferred for:
- Books used primarily as objects (e.g. art books)
- Books not useable in electronic format
- Reserve collection when electronic format is not available

Both print and electronic formats may be acquired for:
- Books which are normally read cover-to-cover
- Books available electronically from temporary or unstable web sites
- Books with mutually exclusive utility in both formats e.g. literary texts that are read cover-to-cover in print, but analyzed electronically
- Books preferred in electronic format, but which the Library would also like to make available permanently
- Books selected in one format, with the alternative format provided at no added cost

7.1.4 Seattle University Authors

Books authored by Seattle University faculty members will be collected primarily to support the circulating collection and will be replaced when lost or missing from the collection.

Some works authored by Seattle University faculty may be assigned to the library’s archival collection. In general, the Library does not add copies of thesis or dissertations of authors who are not affiliated with Seattle University.

7.1.5 Microform

The library maintains a small collection of monographs on microform primarily dealing with religion and the ecumenical movement.
7.2 Serials

7.2.1 Selection of Serials

Subject specific collection policies emphasize the selection of books, but the same principles apply to the selection of journals for each area. Because serial subscriptions represent long term institutional and financial commitment the library is selective in its subscription decisions. New subscriptions are evaluated and continuing subscriptions are maintained based on a delicate balance of long-term cost with usefulness. Accurate, current usage statistics are essential evaluation tools. Core titles for all academic programs should be identified and a determination made on providing access either on site, through remote access or document delivery. Priority should be given to titles that support academic programs emphasized by colleges, programs, and majors for which a known demand exists.

Current trends in licensing of collections of serial titles from providers such as EBSO or ProQuest present a contrast to this traditional principle of selectivity in serials selections. Purchases of these vendor-aggregated collections in response to increased user demand for electronic journals circumvent articulated selection criteria. Likewise some of these collections do not meet the guidelines for selection of electronic resources as outlined in section 8.2.2. In truth by subscribing to some electronic collections the library gives up control over content. Titles, issues or articles may be added or deleted based on agreement between database providers and publishers. In spite of the fact that databases are, in effect, leased because archival provisions are generally lacking, vendor-aggregated collections can contribute to collection diversity and meet unanticipated needs of users. They are a cost effective way to subscribe to a large number of journals. The content volatility that accompanies the licensing of aggregate databases contributes to the increasing realization that library collections are not static.

When new journals or databases are requested for the collection, ongoing funds must be identified to support them. These funds can come from the cancellation of other serial title(s) of equal dollar value, the transfer of funds from the firm order monographs budget (up to a specified limit) allocated to the departments, or the library general fund for interdisciplinary titles, if the budget allows. The Collection Development Group considers new serial requests from departments. Ideally, departments review serials lists in their subject areas at least every five years. The Coordinator of Collection Development and the liaison librarian, in consultation with the Collection Development Group provide support for this periodic review process.

Criteria considered in the selection of new journal subscriptions include:
1) relevance to curriculum
2) faculty demand
3) ILL demand
4) coverage by the indexing and abstracting sources
5) reputation of the publication and its issuing body
6) cost.

For the purchase of periodical backfiles, unless otherwise requested and justified the library will prefer an electronic or digital format (either owned or leased access), then print, and finally, if neither is available at a reasonable cost, microform.
7.2.2 Electronic Journals

The Library recognizes that the scholarly community at large, and Seattle University users rely on and in some cases prefer academic journals in a digital format. The Library is committed to delivering digital content to readers’ desktops both on- and off-campus. The Library recognizes the benefits of electronic journals with respect to allowing access outside the library and beyond the campus, and permitting simultaneous use by multiple readers. For these reasons, and to most effectively allocate its resources, the Library has worked directly in consultation with faculty, to review duplicate subscriptions and migrate to electronic-only journals when possible. Because of the diversity and volatility of the e-journal marketplace, the library is still in the process of establishing the criteria that will guide the decision to migrate from print or print+online to online-only journal subscriptions; when finalized, these criteria will be incorporated into this document.

New journals added to the collection will normally be in electronic-only format, ideally when the electronic format is the same price or less expensive than print. Other options are weighed as appropriate.

7.2.3 Microforms

The availability of journal back files from commercial vendors through stable, reliable platforms has superseded the library’s former practice of acquiring and preserving journal collections through microform subscriptions. In the past decade as a step toward reducing content redundancy, the library moved aggressively to cancel and withdraw microforms from the collection. This initiative will continue in the future as more journals are digitized and made available.

7.2.4 Other Digital Resources

Library users have come to expect a variety of electronic resources and in most cases prefer electronic access. In general, the Library actively collects digital resources that fit within current subject collection policies. These include indexing and abstracting databases, bibliographic data, aggregated third party databases of electronic serials, map data, statistical databases, internet linked resources, etc. In all cases, the Library selects resources that can be supported by the Library’s and the University’s computing infrastructure, are available to authorized members of the university community from on- and off-campus, and offer other licensing terms agreeable to the Library. The variety of electronic resources available today presents challenges for collection development and suggests that policies are evolving in all academic libraries. Recent priorities are to develop electronic collections of serials and reference materials.

Criteria for Selection of electronic resources:

Overall, the library gives priority to purchases of electronic resources that will benefit a large number of users, including aggregated collections in indexing sources such as EBSCO and Proquest. The collection has gradually expanded to include subject specific resources. The Library is committed to providing one premier database and additional, secondary subject specific databases or collections, as the budget allows in order to meet the needs of each department and college.
The following criteria are considered in determining which electronic resources to make available to our library's users:

- The resource is appropriate to the collection, reflecting the scope and depth of the academic programs of the university.
- The resource is anticipated to be of significant use to our students and faculty. Some considerations would be: provision of unique access points, expected number of users, value for student research and teaching (needed for specific class or group assignments), currency of information.
- The resource offers ease-of-use to patrons.
- Budgetary considerations, including reduced subscription price, back file costs, hardware and software costs, or other maintenance costs.
- Technical factors: hardware required, space considerations, compatibility with existing systems.
- Staffing considerations: hardware and software, maintenance, staff training, patron assistance.
- Reputation of database producers/vendors.
- Physical space in the collection will be re-purposed as a result of e-resources

7.3 Media

7.3.1 Films, Videos, DVDs
The Library collects audio and video to support teaching at the University.

DVD is the preferred format unless otherwise specified by the requester.

7.3.2 Sound Recordings

The Library collects selected sound recordings in compact disc/cd formats to support teaching at the University, in particular, music of interest to the Fine Arts Department or liturgical music for the School of Theology and Ministry. Cassette tapes are purchased when that is the only format available.

Audiobooks are not normally collected, but may be considered in support of language learning programs at the University, where appropriate. This may include support for the development of English skills in the TESOL or ESL programs where English is an additional language.

The library no longer collects music or spoken word in LP formats.

7.3.3 Microforms

Since 2009 as a step toward reducing content redundancy, the library moved aggressively to cancel and withdraw periodicals in microform from the collection. This initiative will continue in the future as more journals are digitized and made available.

The small collection of monographs on microform will be maintained and additional purchases may be made based on faculty requests in support of the curriculum and student research projects.
8. Multiple copies/ Updated Editions

In order to maximize its financial resources the Library does not usually acquire duplicates or multiple copies of books already in the collection. Duplication of copies is limited to those titles justified by perceived need or by heavy and continuous use such as the Reserve Collection or items already in the collection and in very high demand for student use such as writers guides and style manuals. Requests for multiple copies will be considered on an individually. A librarian will contact faculty members who request multiple or duplicate copies in order to verify the actual need for such added titles. In an instance when a decision is made to purchase multiple copies, the additional copies will be acquired in the most economical format (e.g. e-book, or used print copy)

Duplicate runs of serials are not added to the collection.

A later edition of a monograph already in the collection may be acquired when past use indicates demand and the new or revised material justifies its purchase.

9. Replacement copies

Working with the staff from Circulation and Technical Services, the Collection Development Group and the liaison librarians monitor lost and missing books on a regular basis and suggest replacement where appropriate. The decision to replace an item is based on past use, currency, relevance to current collecting goals, and price. An allocation is made in the collections budget each year for replacement of lost items.

10. Gifts

Gifts of books, periodicals, media or film, maps, manuscripts or other documents are accepted selectively. Retention of gifts is at the discretion of the Library. The Library can not legally appraise donations; the donor is responsible for determining the fair market value of the gift for tax purposes. The Coordinator of Collection Development apprises potential donors of these conditions. In addition, the donor is informed that that there are no commitments as to final disposition and that the materials are not necessarily added to the collection.

The same criteria used for the selection of all other materials will be used for evaluating gift donations. In general, gifts should be limited to resources that the librarians judge to be potentially useful to the collection. The following types of materials should be excluded;

1. Materials not meeting collection development policy criteria.
2. Out-of-date publications
3. Duplicate copies
4. Materials in poor physical condition
5. Textbooks
6. Dissertations, theses (outside of Seattle University program requirements)

Except in highly unusual or temporary circumstances, the Library will not designate specific shelving or clustering of a gift collection in one section of the library. Items designated for Special Collections are exceptions.
Gift materials requiring a continuing obligation on the part of the Library will not be accepted. Individual journal issues may be accepted to fill a gap in an existing run of an essential title in the collection.

The Library accepts in-kind monetary donations to supplement programs or targeted collection development activities.

11. Deselection

Lemieux Library periodically withdraws materials from the collection in order to maintain a current, active, and useful collection that reflects the goals of the Library and support of academic programs. Specific deselection projects are undertaken from time to time in specific subject areas to remove superseded editions, or books worn from use. In these cases, past use, currency, and relevance to the curriculum are the major criteria for deselection.

Currently the Library also retains print equivalents of selected resources available in electronic format. However, back runs of print journals now available on stable, reliable electronic platforms such as JSTOR are withdrawn from the collection on a routine basis.

In the process of deselection of materials the subject specialists have primary responsibility for deciding what materials should be withdrawn from the collection. In general, titles which are no longer useful in maintaining a collection that is active and responsive to student and faculty needs should be discarded. Decisions to deselect materials may be made in consultation with faculty members to safeguard withdrawal of items with special qualities or significance. Faculty members may be in a unique situation to know of potential future use or shifts in the curriculum that may impact the resources under review.

Deselection of materials may be guided by the following factors:

11.1 Books

- Unneeded duplication or availability in multiple formats (i.e. electronic or e-book collections clustered by subject specificity)
- Obsolescence of information or edition
- Superseded editions
- Diminished patterns of checkout or in-house use
- Physical condition compromised and unable to rebind
- Language
- Relevance to the library's mission and the university curriculum - with consideration given to both historic and current design of curriculum. Materials should not be automatically withdrawn because they are not heavily used. Although a difficult task, assessment of such titles should include whether the title has “potential” to support future programs or redesign of the curriculum.
- Inclusion of a title in a standard bibliography does not guarantee retention. Nevertheless, disposition of classic standard titles should be carefully weighed.
- Special collection materials are withdrawn only on the recommendation and advise of the Coordinator of Collection Development and the University Librarian.
11.2 Serials and continuations

- Quality of journal
- Availability of indexing
- Availability via stable electronic full-text archival databases (i.e. JSTOR, ACS) as replacement for print copies
- Availability via multiple aggregated databases where limited retrospective access or embargoes do not impede student research.
- Non-current, print journal runs where currency has been compromised and alternate sources supply similar content should be considered for deselection
- Citation frequency
- Cost
- Availability from other libraries in cooperative arrangements

11.3 Other media

- Obsolete technology, content no longer accessible
- Availability of equipment on site in the library
- Physical condition
- Availability in other physical formats.

12. Conservation and Preservation

The Library strives to preserve its materials in the best possible condition by providing a clean environment, proper shelving, correct humidity and temperature control, and excellent routine care and handling of materials. Techniques such as mending, binding, weeding, and replacement are used to prevent damage to materials or to restore them after damage has occurred.

A disaster preparedness plan has not yet been completed. The plan will assist the library staff in responding to a variety of disasters by identifying responsible parties and their responsibilities within and outside the library and university, prioritizing portions of the collections for attention and treatment, and summarizing other steps necessary to a successful recovery effort.

13. Disposition of Materials

The Library determines the method for disposition of deselected materials typically by selling to a used book dealer. As interest in print runs of journals has diminished in the past decade, recycling or outright discard of materials at the Library’s discretion is also an option.

As of 2009, twenty six journal runs have been identified for permanent retention by Lemieux Library as its initial contribution to the cooperative program of the Orbis Cascade Alliance Distributed Print Repository. Each bound volume has been identified with a bookplate provided by the consortium and each bibliographic item record carries a system code for retrieval. These titles have been designated for “In
Library Use” only and will remain in the collection until future transfer to a regional archive. The Library is prepared to participate in future components of the DPR and to entertain the possibility of participation in similar cooperative programs with other institutions or associations.

14. Challenged materials

From time to time a library user may object to material in the collection, and request that it be withdrawn. Library staff faced with challenges about items in the collection refers complaints to the University Librarian. Lemieux Library supports the American Library Association statement on Intellectual Freedom (appendix A). While all challenges to library material are seriously entertained, the Library’s goal in such cases is to uphold the principles of intellectual and academic freedom; these are acknowledged as the foundation of collections management at Lemieux Library, and contribute to an environment of openness, inquiry, and innovation at the University.

15. Process and timetable for review and update to collection guidelines

The Lemieux Library Collection Development Policy is intended to clarify the general policies of the Library with regard to the principles on which the library collection is built. The constant additions of new programs and majors across the curriculum, shifts in user needs and expectations, budgetary situations and any number of other factors and circumstances require that the Collection Development Policy be reviewed regularly. Appropriate and periodic revision of the policy will allow for current, flexible but clearly stated guidelines that are necessary for wise, cost-effective collection development.

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