

LEWIS UNIVERSITY COLLECTION DEVELOPMENT POLICY

I. Introduction

This Collection Development Policy statement reflects the Mission

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not available in either the print or electronic collections through I-Share/OCLC interlibrary loan.

Because of budget and space considerations, the library

IV. Monographs

The library maintains both print and electronic monograph collections, each with differing collection and fund allocation policies.

Library support is an additional cost that must be factored in when considering the implementation of new programs or courses. The Library Director will work with university program directors in determining the budget allocations to be included in any program proposals.

A. Print Monographs

i. Allocation

The amount of money allocated to support the purchase of library materials for each discipline reflects such factors as the size of the college/department (e.g., the number of faculty and students), number of courses taught, the average cost of materials in the college/department, etc. As new programs are approved for the curriculum, funds should be allotted to support these educational ventures through the proper process. The library maintains some funds to be used at the discretion of the Director and the librarians for new titles for the reference collection, operational support, and professional development.

ii. Selection Guidelines

The selection process is built on fulfillment of the University Mission, the Library Mission, the curriculum, and consortia purchase agreements. The major selection guideline, and the top priority of the library, is that the subject of the material should support the curriculum and be relevant to learning outcomes. Interlibrary Loan (ILL) will usually be the method of choice for access to materials that do not directly support the undergraduate and graduate current curriculum. The use of ILL is the recommended alternative method to obtaining materials not purchased by the library. The library maintains consortia relationships with other libraries throughout Illinois through CARLI (I-Share) and RAILS, and throughout the Chicago area with LIBRAS, relationships that help provide fast and efficient ILL service. Although a lower priority, the library also makes some effort to purchase materials that support the cultural and general information interests of the University community. Specific guidelines that should be considered in selection of print books are as follows:

1. Reflective of the academic level at which the discipline is offered at Lewis University

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The depository collection is designed to support the University undergraduate and graduate programs and thus selection is based on curricular needs - notably key statistical, regulatory, legislative, executive, and judicial documents, all which can serve as primary sources in research. The depository collection also serves the

Will County. The bulk of the collection is catalogued under Library of Congress classification and interfiled in the general collection. The rem4

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