



SUBJECT: Acquisitions and Collection Development (Library)	Effective Date: July 1, 2021	Policy Number: 01-2-001
	Supersedes: Policy: Date:	Page 1 Of 2
	Responsible Authority:	

I. Purpose and statement of operational policy underlying the procedure.

Policy is to acquire resources to support the curriculum.

II. Applicability/Scope

Cover all majors with books and electronic resources.

III. Process for Implementing Procedure

Responsibility	Action	Timeline
Librarian	Review the collection, course syllabus and recommended titles for academic libraries.	Annually
Librarian	Update and replace obsolete material.	On-going
Faculty	Make recommendations and suggestions for new acquisitions prior to start of the course.	Every semester.
Librarians	Deselect ion: withdraw old and outdated resources.	Annually
Library Staff	Inventory all library resources to maintain the currency of the collections.	Annually
Library	Censorship is not practiced.	On-going
Librarian	Gift Policy: accept only resources that augments the collection	On-going
Librarian	Identify Unneeded subscriptions for cancellations	Annually
Librarian	Accept donations evaluated by the same standards for new acquisitions	On-going

IV. Related policies/References for more information

See Acquisition Policy

Authorizing Official: <u>Barbara J. Frank</u>	Authorization Date: <u>OCT 06 2011</u>
Title: <u>Vice President/Chief Academic Officer</u>	