



The College at  
**BROCKPORT**  
STATE UNIVERSITY OF NEW YORK

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**DRAKE MEMORIAL LIBRARY**

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**Collection Development  
Policy**

Approved by the Library Advisory Committee 4/22/2014

Coordinated by Jennifer Smathers  
Head Technical Services  
March 19, 2014

# Introduction

The Collection Development Policy is informed by the Drake Library Mission: “With a commitment to the College’s mission, the broader educational experience, and with an emphasis on service, the mission of Drake Memorial Library is to organize and provide easy access to information sources which meet the curricular and research needs of our students and those within the academic community.<sup>1</sup>” It is also directed by the first goal of the 2011-2016 LITS Strategic Plan, which states the need to, “Support the Academic Enterprise through innovative Library Information Services and Develop the Library as a vibrant center for scholarly communication and research.<sup>2</sup>”

Library collections are constantly evolving. Perhaps the most crucial task performed by any library is that of selecting which materials, from the countless titles created each year, to include in its collection. In addition, some materials become obsolete and should be withdrawn. This document provides a general framework for all collection development selection decisions. It is written to inform the Brockport community about library collection development and to benefit the librarians who evaluate, select, and deselect resources for the library collection.

The Collection Development Policy is designed to be a living document, allowing for additions, changes and deletions from the Detail of Subject Areas Collected section. This will allow the library to easily respond to curricular changes at the departmental or program level. All such changes will be reviewed by the appropriate Liaison Librarian, Departmental Library Representative, Head of Technical Services, Library Advisory Committee and Library Director before inclusion.

## Part I

### OVERVIEW

#### PATRONS

Drake Library’s patrons are the undergraduate students, graduate students, faculty and staff of the College at Brockport. Other groups granted circulation privileges include Brockport Alumni, SUNY students, including Empire State students, and holders of the Rochester Regional Library Council (RRLC) Access Card. Community users are welcome to use the information resources within the library, but are required to purchase a community user card to gain circulation privileges.

Undergraduate students’ academic and research needs are supported through the library collection and further enhanced through the use of Interlibrary Loan. Librarians work with faculty to ensure that the collection will be adequate for most undergraduate students’ needs. Graduate students’ academic and most research needs are also supported through the library collection with increased reliance on Interlibrary Loan. Faculty and Librarians work together to ensure that the information

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<sup>1</sup> <http://www.brockport.edu/library/about/mission.html>

<sup>2</sup> [http://www.brockport.edu/lits/about/11-16\\_Strategic\\_Plan.pdf](http://www.brockport.edu/lits/about/11-16_Strategic_Plan.pdf)

resources will be adequate for most graduate students' needs.

Typically the Faculty's curricular needs are met through a combination of resources. Faculty research needs are met with electronic and physical collections and further supported via Interlibrary Loan. Research materials are constrained by available budgets in size and scope. As a college library, supporting a wide variety of programs and majors, Drake Library will make extensive use of Interlibrary Loan to meet the research needs of the faculty and graduate-students. At this time Drake Library does not meet the criteria necessary to qualify as a Research Library that would be capable of meeting all faculty and graduate-student research needs through its own collection.

All other library users are granted the right to use materials in the library. Since other college or public libraries may best serve their information needs, materials are not directly selected for non-Brockport affiliated patrons.

## **COLLECTION PARAMETERS**

All materials, both electronic and physical, are selected to support the academic priorities of the College. The college "has the success of its students as its highest priority, emphasizing student learning, and encompassing admission to graduate and professional schools, employment, and civic engagement in a culturally diverse society and in globally interdependent communities."<sup>3</sup>

The College at Brockport also promises to "reveal to each student each day his or her capacity of intellectual, physical and creative accomplishment."<sup>4</sup> In addition, the Key Messages<sup>5</sup> state that the College at Brockport provides a multidimensional education, champions the scholar in every student, and is a vital community of engaged citizens. With the academic programs and key messages in mind, the library includes in its collection basic materials in the subjects of liberal arts, professional education and general information on the full range of human knowledge. In the effort to fulfill the final Key Message to "open the world to our students"<sup>6</sup>, Drake Library focuses on collecting materials which reflect diverse viewpoints and cultures.

Breadth of information sources are specifically defined in the vision for the library, "We will collect, organize, and provide the best possible access to a collection of materials selected in sufficient quantity, depth, and diversity to support the curriculum and the teaching needs of the faculty."<sup>7</sup>

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<sup>3</sup> <http://www.brockport.edu/about/president/>

<sup>4</sup> <http://www.brockport.edu/about/identity/tools.html>

<sup>5</sup> <http://www.brockport.edu/about/missionstmt.html>

<sup>6</sup> [www.brockport.edu/about/identity/km/](http://www.brockport.edu/about/identity/km/)

<sup>7</sup> <http://www.brockport.edu/library/about/mission.html>

## **ROLE OF COOPERATIVE COLLECTION DEVELOPMENT**

Drake Library enjoys strong cooperation with SUNY Comprehensive Colleges Coordinated Collection Development Project (C4D), SUNY, Information Delivery Services (IDS) Project and Rochester Regional Library Council (RRLC) libraries. The RRLC Access Card grants privileges to The College at Brockport graduate students and faculty to borrow from the collections of participating libraries. With the RRLC Access Card program and undergraduate students' ability to readily order materials through Interlibrary Loan from multiple C4D, SUNY, IDS, and RRLC libraries; items owned by those libraries may not be acquired unless there is judged to be sufficient need.

Drake Library participates in the New York State Coordinated Collection Development program. The areas for which the College at Brockport receives NYS grant supplemental funding are: Dance, Education, History, Kinesiology, American Literature, and British Literature.

## **ROLE OF INTERLIBRARY LOAN**

Interlibrary Loan works in tandem with the library collection to meet the needs of the College at Brockport's students, faculty and staff. Further information regarding the ILL process may be found on the library's homepage under Interlibrary Loan or at <http://www.brockport.edu/library/ill>.

Interlibrary loan is a means of supplementing the library collection and providing for Faculty and graduate student research needs. It is not a substitute for developing a collection that supports the college's curriculum.

## Part II

### SELECTION

#### SELECTION RESPONSIBILITY

The responsibility for collection development rests with the library. Aside from direct patron requests, the process of selecting materials for the library collection is a cooperative one involving teaching-faculty and library faculty and staff.

The library relies on faculty members as well as the Drake Librarians to select materials for the library in various subject areas. Materials are selected by the faculty and librarians that support the curriculum and enhance the library collection for all users. The library trusts that the selectors will be broadminded and unprejudiced in selection.

Teaching Faculty are asked to consider, not only the specialized needs of their students for research and coursework, but also the general strength of the collection within the discipline as a whole, in related disciplines, and in interdisciplinary areas where they have expertise.

Librarians should consider the needs of the students based on reference interviews and work with department coordinators. Librarians should also weigh the needs of the collection as a whole to help maintain a balanced and up-to-date collection.

Current lists of faculty departmental representatives and liaison librarians are maintained in the Library Ordering Module available via Web-Banner.

#### GENERAL SELECTION GUIDELINES

##### Coordinated Collection Development

Purchase considerations will reflect the goals and agreements of the SUNY Comprehensive Colleges Coordinated Collection Development (C4D) project as well as SUNY-wide cooperative efforts. This includes an active effort to add first-copy titles to the SUNY collection and a general guideline to not collect lendable titles held by 3 other SUNY libraries, except when local needs override.

##### **Recommendations will be evaluated according to the following criteria, as applicable:**

Item applies to a subject area that is part of the College at Brockport curriculum.

Item has expected immediate use.

Information contained in the item is as accurate and current as possible.

Item's treatment of the subject is complete and balanced.

Fact and fiction are distinguishable.

Review(s) indicated that the item is applicable to an undergraduate audience.

Review(s) indicated that the item is applicable to a graduate audience.

Review(s) indicated that the item is applicable to a professional/practitioner audience.

Item would enhance the current collection.

The author, producer, and/or publisher has a good reputation and is respected in the field.

In addition to expected use, the item has lasting value for the collection, remaining relevant.

The form of the item is suitable to its content.

Item is obtainable at a reasonable cost.

Textbooks are not normally purchased, unless specifically selected by teaching-faculty. Exceptions include those textbooks which are regarded as “classics” in their fields, or when a textbook is the only or best source of information for a topic.

When selecting print books, if there is an option of paperback or hardcover, paperbacks are preferred. The final binding choice will be made by the Acquisitions staff based on expected use, lasting value or content, availability, and cost differential.

The majority of selections are current publications. In view of the expense and potential difficulty in obtaining out-of-print and reprinted materials, it is most important to spend funds on current publications expected to fill immediate needs and/or items of lasting value.

## **SELECTION GUIDELINES FOR FACULTY**

Drake Library relies on faculty members, as well as the librarians, to select materials for the library in various subject areas. Materials are selected by faculty to support the curriculum and enhance the library collection for all users. The library acknowledges the time, effort, and specialized knowledge that faculty bring to the task of selecting titles for the collection.

In addition to the general guidelines listed above, faculty should use their expertise to select materials to enhance the library collection. The primary role of faculty selections should be to focus on students' information needs as they complete their course of study and particular assignments. Faculty are encouraged to make requests for library materials via the Library Ordering Module in Web-Banner. Faculty may provide the library with lists of recommended reading for their courses to be included in the library. Materials exclusively for faculty research are rarely purchased. Faculty are expected to make use of Interlibrary Loan for research level needs not met by current library information resources.

## **SELECTION GUIDELINES FOR LIAISON LIBRARIANS**

Drake Library employs a liaison structure to aid subject-specific collection development efforts. Each professional librarian is assigned subject areas for which they make either electronic or physical book and media recommendations. Liaison librarians review standard sources for reviews on regular basis.

Five primary types of input are employed by each liaison librarian in gathering information about prospective acquisitions. These include:

- Faculty Recommendations
- Library Journals
- General Book Review Resources
- Subject-Specific Journals
- Publisher Catalogs

Secondary means of input include

- Discussions with Faculty Regarding Curricular Needs
- Knowledge of Questions Posed at the Reference Desk
- General Knowledge of the Subject

### **STANDARD REVIEW JOURNALS**

The following standard titles are reviewed by all librarians on a regular basis.

- Booklist
- Choice Reviews Online
- Library Journal

### **GENERAL BOOK REVIEW RESOURCES**

Librarians may also consult:

- Times Literary Supplement
- New York Times Review of Books
- New York Review of Books
- Books for Understanding: <http://aaupnet.org/booksforunderstanding.html>

### **JOURNALS IN LIAISON SUBJECT AREAS**

As further defined in the Detail of Subject Areas Collected, starting on page 7, Librarians review core journals in each liaison subject area for the following types of input:

- Book reviews in scholarly journals
- Overview of current topics as evidenced by the subject matter addressed in journal articles.

# **Detail of Subject Areas Collected**

## **African & African American Studies** Updated: December 2012

**Clientele:** The African & African American Studies Collection serves the needs of African & African American Studies faculty and students as described on the departmental website at (<http://www.brockport.edu/aas>). Many programs consult the African & African American Studies collection; Art, English, Dance, Music, Sociology, Theatre amongst others, all with an interest in various aspects of African & African American culture and history. The collection supports a number of interdisciplinary undergraduate courses.

**Existing Collection:** Drake Library's African & African American Studies collection has been as comprehensive as possible with strength and depth in all aspects of African & African American history, literature and art.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of African & African American Studies. Faculty and student research interests orient the collection development activity. The African & African American Studies program is organized around the liberal arts with core subjects selected from topics on African-Americans, Africa and Africans in the Caribbean and on other parts of the Third World.

**LC Classification and Subjects Covered:** Topics related to African & African American Studies span a wide span of subject areas and can be found virtually within every LC call number range. As such, materials collected for African & African American Studies may not be sourced from a specific set of call numbers. Call numbers with particular relevance to African and African American culture, history, literature and the fine arts are as follows:

DT	History of Africa
E184-185	Elements in the population – Afro-Americans
E441-453	Slavery in the United States. Antislavery movements
HN	Social history and conditions. Social problems. Social reform
M	Music and Books on Music
N	Fine Arts
PL8009.5-8014	African Literature
PN	Literature (General)
PN841	Black literature (General)
PS	American Literature

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Manuscripts and Archives Materials
2. Newspapers
3. Rare Books
4. Textbooks

### **Deselection considerations:**

**Notes:**

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews.

1. [African American Review](#)
2. [African Arts](#)
3. [African Studies Quarterly](#)
4. [Ethnic and Racial Studies](#)
5. [Journal of American Ethnic History](#)
6. [Journal of Black Studies](#)
7. [Research in African Literatures](#)
8. [Western Journal of Black Studies](#)

## **Anthropology** Updated: December 2012

**Clientele:** The students of the department, the faculty, and other researchers as well. For example, titles on Native people will be of interest to a wide range of researchers. Titles related to archaeological sites will often be of interest to researchers coming from disciplines other than Anthropology. Cultural insights and approaches gleaned from Anthropology may be of use at times to those engaged with people of other cultures and so on. <http://www.brockport.edu/ant/>

**Existing Collection:** Drake Library's Anthropology collections are grounded in the department's primary areas of archaeology, cultural anthropology, and biological anthropology. The nature of anthropological studies is such that titles acquired in support of the discipline will be found in a wide range of our collection.

**Current Collecting:** Drake Library collects as comprehensively as possible in relevant areas of Anthropology. Faculty and student research needs are the primary influences on collecting.

### **LC Classification and Subjects Covered:**

CB-CC History of civilization, archaeology  
GF Human ecology, anthropogeography.  
GN Anthropology  
GR Folklore

**Geographical Information:** All imprints, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection (Weeding) Considerations:**

### **Notes:**

### **Journals Consulted:**

1. [Anthropological Notebooks](#)
2. [Anthropological Quarterly](#)
3. [Canadian Journal of Archaeology](#)
4. [Journal of the Royal Anthropological Institute](#)

### **Databases Consulted:**

1. [Academic Search Complete](#)
2. [Ethnic NewsWatch](#)
3. [GenderWath](#)

## **Art** Updated: December 2012

**Clientele:** The Art Collection supports undergraduate students and faculty in a wide range of artistic formats as well as the history of Art. The collection also supports a broad range of interdisciplinary courses in American Studies, African & African American Studies, Anthropology Literature, Modern Languages, History, Religious Studies, Education, and Women and Gender Studies.

**Existing Collection:** Drake Library's Arts collection has been as comprehensive as possible with strength and depth in American Art and artists, as well as an extensive collection of photography books. The recent addition of a concentration in Graphic Arts has introduced another facet to the collection.

**Current Collecting:** Drake Library collects as comprehensively as possible in all areas of Visual Arts. In the past, emphasis has been placed on visual surveys of countries, movements, artists, and time periods, rather than in-depth analysis of a particular artist or work. Currently, we are adding more specialized works to suit the needs of students for works dealing with specific visual formats and techniques.

### **LC Classification and Subjects Covered:**

AM 1-501	Museums/collecting
N-NX	Art
TR 1-1050	Photography
TT 1-160	Handicrafts (general)
TT 180-298	Woodworking / Metalworking / Mic. Crafts
TT 490-695	Clothing manufacture

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Graduate level texts
2. Manuscripts and archives materials
3. Newspapers
4. Rare books
5. Textbooks

### **Deselection (Weeding) considerations:**

### **Notes:**

### **Journals Consulted:**

1. [African Arts](#)
2. [Afterimage](#)
3. [Art in America](#)
4. [Art Journal](#)

## **Biology** Updated: December 2012

**Clientele:** The students of the department, the faculty, and other researchers as well. For example, titles on evolution will be of interest to a wide range of researchers. Titles related to medical technology will often be of interest to researchers coming from disciplines as disparate as Business and Nursing. <http://www.brockport.edu/biology/>

**Existing Collection:** Drake Library's Biology collections are grounded in the department's primary areas of biology, cellular and molecular, the area of biological and medical technology; botany is shared with Environmental Science. The development of the collections for this department will at times coincide with those of the Environmental Sciences Department.

**Current Collecting:** Drake Library collects as comprehensively as possible in relevant areas of Biology. Faculty and student research needs are the primary influences on collecting.

### **LC Classification and subjects covered:**

QD415-436	Biochemistry
QH	Natural history – Biology
QH426-470	Genetics
QH491	Developmental biology
QH506	Molecular Biology
QH573-671	Cell biology (cytology)
QK	Botany
QL	Zoology
QM	Human anatomy
QM550-577.8	Human and comparative histology
QP	Physiology
QR	Microbiology
R	Medical technology

**Geographical Information:** All imprints, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection Considerations:**

### **Notes:**

### **Journals Consulted:**

1. [BioScience](#)
2. [Current Science](#)
3. [Journal of the History of the Behavioral Sciences](#)

4. [Quarterly Review of Biology](#)
5. [Wilson Journal of Ornithology](#)

**Databases Consulted:**

1. [BioOne](#)
2. [ScienceDirect](#)

## **Business Administration & Economics** Updated: December 2012

**Clientele:** The students of the department, the faculty, and other researchers as well. For example, titles on economic history may be of interest to those researching history and political science, those on the economics of health care to researchers in nursing and health science and so forth.

<http://www.brockport.edu/bus-econ/>

**Existing Collection:** Drake Library's Business and Economics collections are grounded in the department's primary areas of Accounting, Business Administration, Finance, International Business, and Marketing.

**Current Collecting:** Drake Library collects as comprehensively as possible in relevant areas of Business and Economics. Faculty and student research needs are the primary influences on collecting.

### **LC Classification and Subjects Covered:**

HA Statistics  
HB Economic theory  
HC Economic history  
HD Industries, Labor...  
HE Transportation  
HF Commerce, Accounting...  
HG Finance  
HJ Public Finance

**Geographical Information:** All imprints, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection (Weeding) Considerations:**

### **Notes:**

### **Journals Consulted:**

1. [International Journal of Business & Management](#)
2. [Journal of Advertising](#)
3. [Journal of Applied Economics](#)
4. [Journal of Economic Issues](#)
5. [Journal of Marketing Research](#)

### **Databases Consulted:**

1. [Business Source Complete](#)

## **Chemistry** Updated: January 2013

**Clientele:** The Chemistry Collection serves the needs of chemistry faculty and undergraduates. The principal objectives of the Chemistry Department are to prepare students for graduate work in chemistry or biochemistry; for professional schools, such as medical, dental, veterinary, or law; for positions in the chemical industry; or for positions in education. Undergraduate majors are Chemistry and Biochemistry. Secondary use of the collection includes undergraduate Biology, Nursing, and Physics students and students fulfilling their science core requirement.

<http://www.brockport.edu/chemistry/>

**Existing Collection:** Drake Library's Chemistry Collection has been as comprehensive as possible with strength and depth in all aspects of chemistry. Access to the American Chemical Society Online is provided.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in the areas of Chemistry that are currently taught. Faculty and student interests are important influences on collecting. Faculty have historically chosen the majority of titles ensuring that they coincide with the curriculum.

### **LC Classification and Subjects Covered:**

QD	Chemistry
QK 861-865	Plant biochemistry
QP 501-801	Biochemistry
TP	Chemical technology, Applied chemistry

**Geographical Information:** All imprints, in English, are in scope.

### **Exclusions:**

1. Juvenile literature.
2. Rare books
3. Manuscripts, and Archival materials.
4. Textbooks.
5. Advanced-level or highly specialized works.
6. Conferences proceedings unless specifically required for classroom use.

### **Notes:**

Preference will be given to electronic format for books, with print purchased as appropriate or recommended by faculty.

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews and selection lists.

1. [Journal of Chemical Education](#)

## **Communication** Updated: March 2013

**Clientele:** The Communication Collection serves the needs of Communication faculty, graduate students and undergraduates. Undergraduates in the department may choose to major in communication studies, or journalism and broadcasting, the former emphasizing theory and applied skills development including speaking, listening, writing, and critical analysis, the latter offering specialties in Media Production, Electronic/Print Journalism, Public Relations or Media Studies. Beyond the series of four required seminars dealing with 1) rhetorical theory, 2) interpersonal communication 3) organizational communication, and, 4) mass communication theory, Masters students in Communication can tailor a course of study to meet their individual interests. Options include courses with a strong theoretical orientation or a more applied focus in communication. The collection also supports related courses in departments such as Business and Economics, Psychology, Education, Nursing, Sociology, Public Administration, and Political Science as well. <http://www.brockport.edu/cmc/>

**Existing Collection:** Drake Library's Communication reflects the areas of emphasis in the department's programs as described above.

**Current Collecting:** Faculty and student interests inform the collection development activity.

### **LC Classification and Subjects Covered:**

HD59-59.6 Public relations. Industrial publicity  
HE 7601-8700 Telecommunications  
HF5717-5734.7 Business Communication  
HF5801-6182 Advertising  
HM1106-1171 Interpersonal relations. Social behavior  
KF2750-2899 Mass communications and media law, regulation  
P 87-96 Communication  
P99.5-99.6 Non-verbal communication  
P300-301.5 Style, composition, rhetoric  
PN 1990-1992 Broadcasting  
PN4000-4355 Oratory, elocution, etc.  
PN 4699-5650 Journalism  
PN6121-6129 Orations. Collections  
PR901-907 English Literature. Oratory  
PS400-408 American Literature. Oratory  
TK5101-6720 Telecommunication  
Z 657-659 Freedom of the press

**Geographical Information:** Imprints from all countries, in English are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Rare books
3. Textbooks with a narrow subject focus

### **Deselection (Weeding) considerations:**

For classic works of oratory or rhetoric date of publication is not a consideration.

**Notes:**

Classic works of rhetoric or oratory may be collected from any time period  
Audio-visual materials are heavily collected

**Journals Consulted:**

1. [Columbia Journalism Review](#)
2. [Communication Education](#)
3. [Journal of Advertising Research](#)
4. [Journal of Communication](#)
5. [Journal of Media Economics](#)
6. [Journalism and Mass Communication Educator](#)
7. [Journalism and Mass Communication Quarterly](#)
8. [Journalism History](#)
9. [Nieman Reports](#)
10. [Quarterly Journal of Speech](#)

## Computer Science Updated: March 2013

**Clientele:** The Computer Science Collection serves the needs of faculty and undergraduates of several departments. The Computer Science department currently has nine full-time and four part-time faculty members that utilize the Computer Science Collection directly. The collection also supports a broad range of interdisciplinary undergraduate courses in computer science, computer information systems, mathematics, and business.

<http://www.brockport.edu/cs/>

**Existing Collection:** Drake Library's Computer Science Collection has been as comprehensive as possible with strength and depth in the areas of:

- algorithms, data structures, and programming languages
- software engineering and object-oriented design and development
- systems analysis and software project management
- computer organization, architecture, and operating systems
- artificial intelligence and decision support and expert systems
- computer networks and computer and network security
- database systems and data mining
- web publishing, multimedia, and electronic commerce

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Computer Science. Faculty and student interests orient the collection development activity. Currency of materials is an on-going challenge in this area as the subject matter may change rapidly. One key means for providing currency is an extensive set of online journals for this and related disciplines.

### LC Classification and Subjects Covered:

Q 295-390 System theory/Cybernetics/Information theory

QA 75-76 Computer science

T 173.2-174 Technological change

TK 7885-7895 Computer engineering

**Geographical Information:** Imprints from all countries, in English, are in scope.

**Deselection considerations:** As noted above, currency is a key concern.

**Notes:** The extensive online journal collection includes:

- The (mostly full-text) collection of Association for Computing Machinery journals and magazines.
- The IEEE Computer Society Digital Library
- 15 journals published by the Society for Industrial and Applied Mathematics.

Because of these offerings and the need for currency, the department has not heavily requested monographs, as most of their needs can be met through the library's journal collection.

## **Counselor Education** Updated: February 2013

**Clientele:** The Counselor Education Collection serves the needs of the Counselor Education master's program graduate students and faculty. There are more than twenty faculty members involved in Social Science and Nursing-related classes that utilize the Counseling Education Collection. This includes two master's level programs: Human Service Administration and Nursing. The collection supports a broad range of interdisciplinary undergraduate courses in Nursing, Sociology, and Psychology.

<http://www.brockport.edu/edc/>

**Existing Collection:** Drake Library's Counseling Education Collection has been as comprehensive as possible with strength and depth in all aspects of medical, educational, psychological, and sociological theory, as well counseling practice and public policy.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in subject areas related to the theory, practice, and management of mental health counseling services across a variety of community settings and populations.

### **LC Classification and Subjects Covered:**

BF 1-999 Psychology  
LB 1050.9-1091 Educ psychology  
LB 2799 Educational consulting  
RA 790 Mental health  
RC 321-344 Biological psych-general  
RC 346-429 Neurology  
RC 435-571 Psychiatry

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection considerations:**

### **Notes:**

### **Journals Consulted:**

1. [Cognitive Psychology](#)
2. [Developmental Psychobiology](#)
3. [Journal for the Theory of Social Behavior](#)
4. [Journal of Adolescence](#)
5. [Journal of Analytical Psychology](#)
6. [Journal of Clinical Psychology](#)

7. [Journal of Community Psychology](#)
8. [Journal of Experimental Child Psychology](#)
9. [Journal of Research in Personality](#)

## **Criminal Justice** Updated: December 2012

**Clientele:** The Criminal Justice collection serves the needs of Criminal Justice faculty and undergraduates in a BS program or minor. The program “is committed to providing a comprehensive undergraduate professional education, grounded in the liberal arts, that fosters critical and creative thinking skills, focusing on the theory and practice of American justice systems designed to deal with the causes and consequences of criminal behavior”<sup>8</sup> The collection supports a broad range of interdisciplinary undergraduate and graduate courses in sociology and psychology and social work.

**Existing Collection:** Drake Library’s Criminal Justice information resources have been as comprehensive as possible with strength and depth in all aspects of American and international justice and police, drug and alcohol programs, and research methods.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of criminal justice. Faculty and student interests orient the collection development activity. American and international justice and police, drug and alcohol programs, and research methods.

### **LC Classification and Subjects Covered:**

HM 811-816 Deviant behavior/social deviance  
HV 6001-6030 Criminology (general)  
HV 6035-43 Criminal anth/soc/psych, Causes/Hereditiy/Env.  
HV 6250-7220 Victims / Crimes & offenses  
HV 7231-9960 Criminal justice administration  
KF 8700-9827 Courts/procedure / Criminal law  
RA 1001-1171 Forensic medicine

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection considerations:**

**Notes:** Some aspects of Criminal Justice are covered in LC classes H, HQ, RM, and RT. These are covered by Sociology, Psychology, Counselor Education and Social Work collection development policies.

### **Journals Consulted:**

1. [American Criminal Law Review](#)
2. [Corrections Today](#)

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<sup>8</sup> <http://www.brockport.edu/crj/>

3. [Crime and Delinquency](#)
4. [Criminology & Criminal Justice](#)
5. [Journal of Criminal Law & Criminology](#)

## **Dance** Updated January 2013

**Clientele:** Students and faculty of the Dance Department, as well as the Interdisciplinary Arts for Children program, and students preparing for teaching physical education. The Department of Dance comprises artists, scholars, and educators who train dancers on the graduate and undergraduate level for a wide variety of careers in the arts as choreographers, performers, teachers, and leaders in the dance field. Also, College at Brockport students can combine a BA/BS dance major curriculum with existing programs in other departments that prepare them for graduate study in dance therapy, arts management, dance medicine, and other areas<sup>9</sup>

“The modern dance-centered program includes a variety of approaches to modern dance, as well as studio courses in ballet, contact improvisation and partnering, tap, African dance and drumming, and Irish dance. Students explore the areas of choreography, dance history and theory, teaching methodologies, somatics, and movement analysis,” plus children’s dance.

Undergraduate programs in: Dance and Dance for Children. Graduate programs in: Dance and MA with PreK-12 teacher certification

<http://www.brockport.edu/dance/>

### **Existing Collection:**

Drake Library’s Dance collection is one of, if not the, largest in New York State outside of New York City. The collection is recognized as a regional repository for dance materials by the Rochester Regional Library Council (RRLC) with an annual NYS Coordinated Collection Development grant to purchase books on dance. The Library will therefore collect all materials possible pertaining to dance, but most predominantly current works in English. Drake Library’s Dance collection is as comprehensive as possible with strength in video materials. Includes access to the Alexander Street Press Dance Video collection, as well as a large media collection. Historically, there is strength and uniqueness in folk dance and music. Dance students also use the Juvenile Collection.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Dance. Faculty have historically chosen the majority of titles, to ensure that collecting coincides with the curriculum. Pre-K-12 classroom support and juvenile selections are governed by the Juvenile Collection policy.

Focus will be on materials in the curricular areas, with special emphasis on African & Afro-Caribbean Dance, Teaching, Movement Theory, Kinesiology/Dance Science, and History. Modern dance and ballet will both be collected, with the emphasis on Modern. Folk and square dance will be selectively collected, at an introductory level.

**Geographic Information:** All imprints are in scope with English Language strongly preferred:

### **LC Classification and Subjects Covered:**

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<sup>9</sup> <http://www.brockport.edu/dance/>

GV 1580-GV 1799	Dance history, Theory, Notation, Technique, Performance, Choreography, Children's dance, Teaching
RC 1200-RC 1245	Dance medicine
QP 310.D35	Dance kinesiology
RC 389.D3	Dance therapy
BF 295	Movement theory
M (various sections)	Dance music

**Exclusions:**

1. Textbooks.

**Deselection (Weeding) Considerations:**

Deselection, due collection strength and cooperative agreements, will be minimal.

**Journals Consulted:**

1. [American Journal of Dance Therapy](#)
2. [Dance Research Journal](#)

**Websites Consulted:**

1. [Artworks / ADF Video](#)
2. [Dance Films Association](#)
3. [Human Kinetics](#)
4. [Kultur](#)
5. [PBS Great Performances: Dance](#)
6. [Princeton Books / Dance Horizons Video](#)

## **Earth Science** Updated: December 2012

**Clientele:** The students of the department, the faculty, and other researchers as well. For example, water resources books will be of interest to those researching environmental issues, mineral resources to those researching energy issues, or the history of geology to someone researching creationism issues and so forth. <http://www.brockport.edu/esc/>

**Existing Collection:** Drake Library's Earth Science collections are grounded in the department's primary areas of Meteorology, Geology and Water Resources.

**Current Collecting:** Drake Library collects as comprehensively as possible in relevant areas of the Earth Sciences. Faculty and student research needs are the primary influences on collecting.

### **LC Classification and subjects covered:**

- QC Meteorology, climatology, weather...
- QE Geology, mineralogy, petrology, paleontology...
- TC Hydraulics, river and oceanic water resources...

**Geographical Information:** All imprints, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection (Weeding) Considerations:**

### **Notes:**

### **Journals consulted:**

1. [Bulletin of the American Meteorological Society](#)
2. [Holocene](#)
3. [Progress in Physical Geography](#)
4. [Pure & Applied Geophysics](#)
5. [Geoscience Canada](#)

### **Databases consulted:**

1. [GeoRef](#)
2. [ScienceDirect](#)

## Education and Human Development Updated: January 2013

**Clientele:** The Education collection serves the needs of faculty and students of the Education and Human Development Dept., which provides programs that prepare its graduates to meet the highest professional teacher standards for certification in New York State. The department's faculty and staff are committed to preparing graduates who will be agents of change within the larger community and leaders who will promote and advance educational reforms, which improve student learning. The Department is fully accredited by the National Council for Accreditation of Teacher Education (NCATE) for its teacher education programs.

<http://www.brockport.edu/ehd/>

Undergraduate programs in:

- Childhood Inclusive Education (Grades 1-6)
- Adolescence Inclusive Generalist Program with Middle Childhood Extension (Grades 5-12).

Graduate programs in:

- Childhood Literacy ; Childhood Curriculum Specialist
- Bilingual Education
- Adolescence Inclusive English ; Adolescence Inclusive Math ; Adolescence Inclusive Social Studies ; Adolescence Inclusive Science (Biology, Chemistry, Earth Science or Physics).

**Existing Collection:** Drake Library's Education collection is as comprehensive as possible with strength and depth in all aspects of educational history, theory, standards, assessment, methods, trends, and issues related to teaching diverse and special needs students. Titles related to childhood learning, motivation, and development are also included. The Education faculty and students make extensive use of the Juvenile Collection which is described in the Juvenile Collection policy on page 42.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Education. Faculty and student interests, as well as emerging areas of research, are important influences on collecting. Faculty have historically chosen the majority of titles, to ensure that collecting coincides with the curriculum. Classroom support and juvenile literature selections are governed by the Juvenile Collection policy, and include kits and other multimedia materials. NYS Coordinated Collection Development funds are available for collecting materials in Education.

### LC Classification and Subjects Covered:

BF	Psychology
BF 561	Emotions
BF 637	Applied psychology
BF 723	Developmental psychology
GV 1203-1469	Children's games/Toys/Indoor games
KF 4101-4330	U.S. law-education
L 7-991	Education-general
LA 5-2396	History of education
LB 1050.9-1091	Educ psychology

LB 1101-1139	Child study
LB 1140-1696	Preschool-Secondary education
LB 1705-2286	Educ/training teachers
LB 2300-2430	Higher education
LB 3401-3499	School health
LB 3525-3640	Special days/School life
LB 5-1050.79	Theory/practice educ / Teaching
LC 8-5163	Special aspects of educ
Q 181-222	Science-study & teaching
QA 101-141	Elementary mathematics
QA 11-20	Math (study & teaching)
RJ 101-235	Child health, physiology, nutrition

**Geographical Information:** United States imprints, in English, are preferred.

**Exclusions:**

1. Conference proceedings and very specialized works (history of specific colleges/universities, etc.), unless specifically required for classroom use.
2. Manuscripts and Archival Materials.
3. Materials published in foreign languages.
4. Rare books.
5. Textbooks.

**Deselection Considerations:**

**Journals Consulted:**

1. [Booklist](#)
2. [Education digest](#)
3. [School library journal](#)
4. [Science & children](#)
5. [Science teacher](#)
6. [Topics in early childhood special education](#)

**Websites Consulted:**

1. [Caldecott Medal and Honor Books](#)
2. [Children's Choice Book Awards](#)
3. [Coretta Scott King Book Awards](#)
4. [Margaret A. Edwards Award](#)
5. [Newbery Medal and Honor Books](#)
6. [Notable Children's Books, Recordings, Videos](#)
7. [Notable Social Studies Trade Books for Young People](#)
8. [Orbis Pictus Award for Outstanding Nonfiction for Children \(NCTE\)](#)
9. [Outstanding Science Trade Books for Students K-12](#)
10. [Pura Belpre Award](#)

## **Educational Administration** Updated: February 2013

**Clientele:** The Master of Educational Administration Collection serves the needs of the graduate Educational Administration program students and faculty. There are more than twenty faculty members involved in Education and Business classes that utilize the Educational Administration Collection. The collection supports a broad range of interdisciplinary undergraduate and graduate courses in Public Administration, and Education as well as Education Administration  
<http://www.brockport.edu/edadmin/>

**Existing Collection:** Drake Library's Master of Educational Administration Collection has been as comprehensive as possible with strength and depth in all aspects of finance, regional planning, local government, public safety, public health, and public policy.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in subject areas related to the theory, practice, and management of mental health counseling services across a variety of community settings and populations.

### **LC Classification and Subjects Covered:**

KF 4101-4330 U.S. law-education  
L 7-991 Education-general  
LA 5-2396 History of education  
LB 1050.9-1091 Educ psychology  
LB 1705-2286 Educ/training teachers  
LB 2300-2430 Higher education  
LB 2799 Educational consulting  
LB 2801-3325 School administration/architecture, equipment  
LB 3401-3499 School health  
LC 8-5163 Special aspects of educ

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection (Weeding) considerations:**

### **Notes:**

### **Journals Consulted:**

1. [American Educational Research Journal](#)
2. [American Secondary Education](#)
3. [American Teacher](#)
4. [Assessment in Education](#)

5. [Cambridge Journal of Education](#)
6. [Childhood Education](#)
7. [The Clearing House](#)
8. [Curriculum Inquiry](#)
9. [Early Childhood Education Journal](#)
10. [Early Childhood Research Quarterly](#)
11. [Educational Leadership and Administration](#)
12. [Educational Research Quarterly](#)
13. [Educational Researcher](#)
14. [Educational Theory](#)
15. [Harvard Educational Review](#)
16. [International Journal of Leadership in Education](#)
17. [Journal of Curriculum Studies](#)
18. [Journal of School Leadership](#)
19. [Journal of Teacher Education](#)
20. [Review of Educational Research](#)

## **English** Updated: April 2013

**Clientele:** Faculty, undergraduate and graduate students in the English Department's English, Creative Writing and Composition programs, as well as a number of other departments across campus, notably Women & Gender Studies, African & African American Studies, and Modern Languages and Cultures. The writing aspects of English are relevant to some degree to every academic department, and literary works also support the general reading needs of the entire campus community. <http://www.brockport.edu/english/>

**Existing Collection:** Greatest strength and depth in all English and American Literature periods, Creative Writing and Composition. Includes Non-English literatures, especially classics, as research and instructional interests dictate.

**Current Collecting:** Faculty and student interests are important influences on collecting. Faculty have historically chosen the majority of titles ensuring that they coincide with the curriculum. Supplementary New York State Coordinated Collection Development funds are available for collecting British and American literature at the Research level.

### **LC Classification and Subjects Covered:**

HQ: The Family. Marriage. Women  
B Philosophy (General)  
BC Logic  
BD Speculative philosophy  
BJ Ethics  
BS The bible  
D51-D95 History (General) Ancient History  
DA British history  
E-F U.S. history/US states, Canada, Latin America history  
P Philology. Linguistics  
P 301-301.5 Style. Composition. Rhetoric  
PA Classical languages and literature  
PE English philology & lang  
PG 500-585 Slavic lit  
PG 2900-3580 Russian lit  
PJ Oriental philology/lit  
PK Indo-Iranian phil & lit  
PL 21-396 Turkish lit  
PL 2250-3208 Chinese lit  
PL 700-889 Japanese lit  
PL 8000-8844 African lang & lit  
PN 1-1525 General literature / Poetry  
PN 1600-1988 Drama  
PN 1993-1999 Motion pictures  
PN 6010-6790 Collections genl lit  
PQ 1-3999 French literature  
PQ 4001-5999 Italian literature  
PQ 6001-8929 Spanish literature

PQ 9000-9999	Portuguese literature
PR	English lit
PS	American lit
PT	German/Dutch/Scandinavian lit
PZ 5-10.3	Juvenile fiction
Z 4-8	History of books
Z 657-659	Freedom of the press

**Geographical Information:** Imprints from all countries, in English, are in scope. Works in other languages are collected, as funds allow, in support of faculty scholarship.

**Exclusions:**

**Deselection (Weeding) Considerations:**

For classic works, publication date is not a consideration.

**Additional Notes:**

English Language to include Modern English and its antecedents, Middle English and Old English. Imprints: older editions in usable condition may be collected if only texts available, but preference is for most recent authoritative editions.

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews

1. [African American Review](#)
2. [American Literature](#)
3. [ANQ](#)
4. [Bryn Mawr Classical Review](#)
5. [Callaloo](#)
6. [College Composition and Communication](#)
7. [College Literature](#)
8. [Comparative Literature](#)
9. [Contemporary Literature](#)
10. [Eighteenth-Century Studies](#)
11. [Journal of English and Germanic Philology](#)
12. [Literary Review](#)
13. [Melus](#)
14. [Poetry](#)
15. [Renaissance Quarterly](#)
16. [Renaissance](#)
17. [Research in African Literatures](#)
18. [Review of Biblical Literature](#)
19. [Review of Contemporary Fiction](#)
20. [Review of English Studies](#)
21. [Shakespeare Studies](#)
22. [Slavic and East European Journal](#)
23. [Studies in Romanticism](#)
24. [Studies in Short Fiction](#)
25. [Victorian Studies](#)

26. [World Literature Today](#)
27. [Writer](#)

## **Environmental Science & Biology** Updated: March 2013

**Clientele:** The undergraduate and graduate students of the department, the faculty, and other researchers as well. For example, conservation books will be of interest to those studying environmental issues, fisheries resources, or the history of resource management. Environmental problems require an interdisciplinary approach, and the research conducted by our highly productive faculty and students is dependent on a wide variety of literature.

**Existing Collection:** Drake Library's Environmental Science collections are grounded in the department's primary areas of aquatic ecology, terrestrial ecology, wetlands ecology, environmental chemistry, and environmental earth science. The development of the collections for this department will at times coincide with those of the Earth Sciences Department and Biology Department.

**Current Collecting:** Drake Library collects as comprehensively as possible in relevant areas of Environmental Science. Faculty and student research needs are the primary influences on collecting. The faculty has historically done much of the ordering, and in recent years the library liaison program has allowed for the input of experienced librarians into the ordering process.

### **LC Classification and Subjects Covered:**

GB Physical Geography  
GC Oceanography  
GE Environmental Sciences  
GF Human Geography  
QB Astronomy  
QC Physics  
QD Chemistry  
QE Geology  
QH Natural History, Biology  
QK Botany  
QL Zoology  
SD Forestry  
SH Aquaculture  
RA Public Aspects of Medicine  
TD Environmental Technology, Sanitary Engineering

**Geographical Information:** All imprints, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archival Material
3. Newspapers
4. Rare Books
5. Textbooks assigned for courses

### **Deselection Considerations:**

Gray literature holdings should be exempt from deselection unless readily available elsewhere (and

not subject to future deselection). Holdings with historical significance related to the development of ideas in ecology/environmental science should be exempt also.

**Notes:**

**Journals Consulted:**

1. [BioScience](#)
2. [Ecology](#)
3. [Ecological Applications](#)
4. [Freshwater Biology](#)
5. [Limnology and Oceanography](#)
6. [Nature](#)
7. [Science](#)
8. [Wetlands](#)

**Databases consulted:**

1. [BioOne](#)
2. [Science Direct](#)

## **Film Studies** Updated: December 2012

**Clientele:** The Film Studies Collection serves the needs of Film Studies faculty and undergraduates as described on the departmental website at (<http://www.brockport.edu/filmstudies/>). The Film Studies program is an interdisciplinary minor within the Department of English. As a result, the Film Studies collection overlaps with materials in English, Communication, Anthropology, History, Music and Women and Gender Studies; all which focus on the history, theory, aesthetics and politics of cinema.

**Existing Collection:** Drake Library's Film Studies collection has been as comprehensive as possible with strength and depth in all aspects of the history, theory, aesthetics and politics of cinema. Drake also collects DVDs and subscribes to streaming video services to provide access to films and documentaries for study and research.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Film Studies. Drake continues to collect DVDs and subscribes to streaming video services to provide continuing access to films and documentaries for study and research. Faculty and student research interests orient the collection development activity.

**LC Classification and Subjects covered:** Topics related to Film Studies can span a wide cross-section of subject areas and materials collected are not exclusively sourced from a specific set of call numbers. Call numbers with particular relevance to Film Studies with emphasis on the history, theory, aesthetics and politics of cinema are as follows:

PN 1993-1999 – Motion pictures  
TR845-899 – Cinematography. Motion pictures

DVDs & electronic streaming video services – both narrative and non-fiction titles

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection (Weeding) considerations:**

### **Notes:**

### **Journals Consulted:**

1. [Cinema Journal](#)fac
2. [Film Comment](#)
3. [Film History: An International Journal](#)

4. [Film-Philosophy](#)
5. [Journal of Film & Video](#)
6. [The Moving Image](#)
7. [Quarterly Review of Film and Video](#)
8. [Screen](#)
9. [The Velvet Light Trap](#)

**Websites Consulted:** In addition to the standard selection aids, the following websites are consulted on a regular basis for selection lists.

American Film Institute <http://www.afi.com/>

Society for Cinema and Media Studies <http://www.cmstudies.org/>

## Health Sciences Updated: October 2012

**Clientele:** The Health Science collection serves the needs of Health Science undergraduate and graduate students and faculty. Academic concentrations for undergraduates include; School and Community Program in Health Education, Alcohol and Substance Abuse Studies, Health Care Administration, Liberal Arts and a BS/MPH Program with the University at Buffalo. Graduate programs are offered in health Education (PreK-12), Community Health Education, and Alternative Health Education (PreK-12) for students without provisional teaching certification. Secondary use of the collection includes use by Nursing and Counseling students.

<http://www.brockport.edu/healthsci/>

**Existing Collection:** Drake Library's Health Sciences collection has been concentrated on public health policy, alcohol and substance abuse, school health and community health in alignment with the department's curriculum and faculty research interests.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas related to Health Sciences. Faculty and student interests are important influences on collecting.

### LC Classification and Subjects Covered:

HQ	Family/marriage/woman
HV 4961-5840	Substance abuse (drugs/alc./tobac.)
QH 5471-531	Reproduction / Life
RA 1-772	Public health
RA 773-788	Personal health/Exercise
RC 49-52	Psychosomatic medicine
RC 952-954	Geriatrics
RG 133-138	Conception/Contraception
RJ 101-235	Child health, physiology, nutrition
RM 214-259	Diet & vitamin therapy
RM 300-666	Drugs & their actions

**Geographical Information:** While imprints from all countries, in English, are in scope, strong preference is given to North American sources.

### Exclusions:

1. Manuscripts and archives materials
2. Rare books
3. Newspapers

Popular Literature, such as consumer patient information, is limited to a small portion of the collection.

### Deselection Considerations:

Materials should be deselected/updated that are older than 10 years.

### Notes:

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews and selection lists. <NOTE: This listing needs updating>

1. [Child & Family Behavior Therapy](#)
2. [Community Practitioner](#)
3. [Drugs \(Abingdon, England\)](#)
4. [Journal of Alcohol & Drug Education](#)
5. [Journal of Health Politics, Policy & Law](#)
6. [Journal of Policy Practice](#)
7. [Qualitative Health Research](#)

## History Updated: April 2012

**Clientele:** The History Collection serves the needs of History faculty and undergraduates as defined on its website: <http://www.brockport.edu/history/>. The collection supports a broad range of interdisciplinary undergraduate courses in American Studies, African & African American Studies, Anthropology, Political Science, Sociology, and Women and Gender Studies.

**Existing Collection:** Drake Library's History Collection has been as comprehensive as possible with strength and depth in all aspects of historical theory and research methods.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of History. Current faculty and student research interests orient the collection development activity. Current collection emphases include the histories of North and South America, Africa, Asia, Europe, and Women's History.

### LC Classification and Subjects Covered:

C-CB	Auxiliary history (general) / History of civilization
CT	Biography-general
D-DS	History: Europe, Asia
DT	History of Africa
DU-DX	History of Oceania & Gypsies
E-F	U.S. history/US states, Canada, Latin America history
HC 10-1085	Economic history
HD 28-4730	Economic hist/conditions
HD 7795-8031	Labor & the state
HD 8036-8999	Professions
HD 9000-9999	Spec industry & trades
HN	Social hist & conditions
HS 1-3371	Secret societies
HT 1501-1595	Races
HT 401-815	Rural groups/Social classes
HT 51-384	Human settlements-general/Urban/The city
HT 851-1445	Slavery
HX 1-970	Socialism, communism
JK 1-9993	Constitutional hist U.S.
JV 1-9480	Colonies & colonization
JZ 1-6530	International relations

**Geographical Information:** Imprints from all countries, in English, are in scope.

### Exclusions:

1. Manuscripts and Archives Materials
2. Newspapers
3. Rare Books
4. Textbooks

**Deselection considerations:**

Due to the retrospective nature of the study of History, publication date is a minor criterion for deselection. Changing areas of emphasis in historical research are taken into consideration as well.

**Notes:**

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews.

1. [American Historical Review](#)
2. [Current History](#)
3. [ELH](#)
4. [Historian](#)
5. [History](#)
6. [Journal of Contemporary Asia](#)
7. [Journal of World History](#)
8. [Reviews in American History](#)
9. [Speculum](#)

## Interdisciplinary Arts for Children Updated: December 2012

**Clientele:** The IAC collection serves the needs of undergraduate education students. It is a unique part of the library's collection designed to support the needs of education students as they review curriculum, create lesson plans, and start student teaching. The collection may also be used in support of Counselor Education students for bibliotherapy purposes.

<http://www.brockport.edu/afc/>

**Existing Collection:** Drake Library's Juvenile / Curriculum Collection has been built as a starting point for both Children's Literature and K-12 Curriculum. The Children's Literature is especially strong as all major award-winning titles are added to the collection. The curriculum materials have been added as made available through publishers and through direct faculty requests.

**Current Collecting:** Drake Library continues to collect all the major award winners in Children's Literature as well as any literature needed to directly support specific courses. Faculty and student interests orient the collection development activity. Select periodical titles for children are also collected.

**LC Classification and Subjects covered:** Children's non-fiction is across all LC call number ranges as dictated by its subject matter. Children's fiction literature covers the LC ranges P-PZ. The curriculum material is spread across all LC call numbers as dictated by its subject matter. A special focus is directed to collection multi-cultural and diversity related titles.

M	Music
N – NX	Art
TT	Handicrafts

**Geographical Information:** Imprints from all countries, in English, are in scope.

### Exclusions:

1. Manuscripts and Archives Materials
2. Newspapers
3. Paperback Books (unless faculty requested title is only in print in paperback)
4. Rare Books

### Deselection considerations:

**Notes:** Whenever possible Library or School Bindings are chosen above standard Hardcover Bindings.

**Journals Consulted:** In addition to the standard selection aids, the following journals may be consulted for relevant reviews.

1. [The Bulletin of the Center for Children's Books](#)
2. [Children's Literature](#)
3. [Children's Literature Association Quarterly](#)
4. [School Library Journal](#)

## **Juvenile Collection** Updated: January 2013

**Clientele:** The Juvenile Collection serves the needs of the College at Brockport's faculty and teacher candidates /students in many departments: all the members of the College's Professional Education Unit plus the Interdisciplinary Arts for Children program, Theatre and Music Studies, English for its Children's and Young Adult Literature courses, Recreation and Leisure, and Modern Languages and Cultures.

Other departments supported include:

Counselor Education

Dance

Education and Human Development

Educational Administration

English Department: Children's/YA Literature

Health Education

Interdisciplinary Arts for Children & Theatre

Modern Languages and Cultures

Physical Education/Sports

Recreation and Leisure Studies

It is a unique part of the Library's collection designed to support the needs of teacher candidates as they review curriculum, create lesson plans, and start student teaching. It has historically high circulation and in-library use.

**Existing Collection:** Drake Library's Juvenile Collection has been built as a starting point for both PreK-12 curriculum and Children's/YA literature. It is especially strong at the middle school level. The major focus of the collection is classroom support materials in a wide variety of media. Children's/YA literature is also strong as all major award-winning titles are added to the collection.

**Current Collecting:** Drake Library continues to collect "outstanding" and "notable" K-12 level topical fiction and nonfiction to support Common Core standards, "activity program" and other classroom support books and media in all disciplines taught, as well as major award winners in Children's/YA literature and any fiction needed to directly support specific courses. Faculty and student interests orient the collection development activity. A special focus is directed to collection multi-cultural and diversity related titles. K-12 textbooks and readers may be purchased. Kits and various media (inc. DVDs, Kits, Games, Manipulatives, CDs, Realia) are actively sought.

**LC Classification and Subjects covered:** Juvenile non-fiction is across all LC call number ranges as dictated by its subject matter. Juvenile fiction literature covers the LC ranges P-PZ. The curriculum material is spread across all LC call numbers as dictated by its subject matter. A special focus is directed to collection multi-cultural and diversity related titles.

**Geographical Information:** Imprints from all countries, in English, are in scope. French and Spanish titles may be added to support teacher candidates.

**Exclusions:**

1. Juvenile periodicals.

2. Manuscripts and Archives Material.
3. Rare books

**Deselection (Weeding) Considerations:**

Award winners are retained regardless of publication date or use statistics. Replacement is preferred if award-winning items are in poor condition.

Juvenile materials should be thoroughly examined for condition since they are more likely subjected to rough handling.

**Notes:**

Library binding preferred to extend the life of the collection.

Paperback books preferred for titles comprising 64 or more pages.

**Journals Consulted:**

1. [Booklist](#)
2. [School Library Journal](#)
3. [Science & Children](#)
4. [Science Teacher](#)

**Websites Consulted:**

1. [Caldecott Medal and Honor Books](#)
2. [Children's Choice Book Awards](#)
3. [Coretta Scott King Book Awards](#)
4. [Newbery Medal and Honor Books](#)
5. [Notable Children's Books, Recordings, Videos](#)
6. [Notable Social Studies Trade Books for Young People](#)
7. [Orbis Pictus Award for Outstanding Nonfiction for Children \(NCTE\)](#)
8. [Outstanding Science Trade Books for Students K-12](#)
9. [Pura Belpre Award](#)

# **Kinesiology, Sport Sciences, and Physical Education (KSSPE)**

Updated: December 2012

**Clientele:** The KSSPE Collection serves the needs of faculty and students in the Kinesiology, Sport Sciences, and Physical Education Department. It is one of four “programs of distinction” at the College, including the “unique program” of Adapted PE. There are over 35 full-time faculty members directly involved in the KSSPE Department. Within KSSPE there are 7 undergraduate majors/minors: athletic training, exercise physiology, kinesiology, physical education teacher education (PETE), adaptive physical education concentration, sport management concentration, and a minor in coaching athletics. There are 3 graduate tracks: adapted physical education, athletic administration, and teacher education/pedagogy. It also provides a wide range of physical activity major courses for and enrolled College student.

<http://www.brockport.edu/pes/>

**Existing Collection:** Drake Library’s Collection is quite extensive, the largest in the Rochester Regional Library Council.

**Current Collecting:** The intent with respect to collection development is to collect as comprehensively as possible in all areas of KSSPE. Video materials (DVD, streaming media) are of importance to this collection as they assist students in visualizing important aspects of kinesiology. Where appropriate, materials are ordered and cataloged in the juvenile collection in order to support the education component of the major. On occasion textbooks are ordered as they provide important foundational information and additional viewpoints about each track. Two particularly relevant article databases include SportDiscus with full-text and Physical Education Index. Medical, business, education, and psychology databases also support research for this department. NYS Coordinated Collection Development funds are available for collecting materials in Education.

## **LC Classification and Subjects Covered:**

GV 1-191.1 Recreation and leisure  
GV 1203-1469 Children's games/Toys/Indoor games  
GV 191.2-200 Outdoor life & rec  
GV 201-555 Phys ed & training  
GV 557-558 Sports sciences  
GV 561-1198 Sports  
RA 773-788 Personal health/Exercise  
RC 1200-1245 Sports medicine  
RM 695-894 Physical medicine & therapy

**Geographical Information:** Imprints from all countries, in English, are in scope.

## **Exclusions:**

1. Manuscripts and Archives Materials
2. Rare Books

## **Deselection Considerations:**

Materials should be deselected/updated that are older than 5 years in time-sensitive areas like

exercise science, sports medicine, or athletic training.

**Journals Consulted:**

1. [Adapted Physical Activity Quarterly](#)
2. [Journal of Sport Management](#)
3. [Medicine & Science in Sports & Exercise](#)
4. [Sociology of Sport Journal](#)

**Websites Consulted:**

1. Human Kinetics Publisher <http://www.humankinetics.com>
2. DVD websites:
  - a. <http://www.championshipproductions.com>
  - b. <http://www.coacheschoice.com>
  - c. <http://www.healthylearning.com>

## Mathematics Updated: January 2013

**Clientele:** The Mathematics collection serves the needs of faculty, undergraduates, and graduates in the exploration of all major topical areas of mathematics. The collection is intended to prepare mathematics graduates pursuing careers such as mathematics teachers at the secondary and college levels, industrial mathematicians, computer professionals, and prospective candidates for a PhD in Mathematics.

<http://www.brockport.edu/math/>

**Existing Collection:** The collection overlaps with materials in Business, Computer Science, Education, and Psychology, and supports core mathematics courses in algebra, analysis, applied mathematics, and statistics. The collection is generally strong in areas of mathematical models, study and teaching, history of mathematics, and congresses/proceedings.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Mathematics. Faculty and student research interests orient the collection development activity.

**LC Classification and Subjects Covered:** Call numbers with particular relevance to Mathematics are as follows:

HA 1-4737	Statistics
QA 1-10	Math (general & philosophy)
QA 21-35	Math history
QA 35-63	Math (workbooks, problem solving, tables, etc.)
QA 71-74	Math instruments/machines
QA 93-99	Math (popular)
QA 101-141	Elementary mathematics
QA 150-939	Math (specific subjects: Algebra/Calculus/Geometry, etc.)

**Geographical Information:** Imprints from all countries, in English, are in scope.

### Exclusions:

1. Manuscripts and Archives Materials
2. Newspapers
3. Rare Books
4. Textbooks

### Deselection considerations:

Mathematics is unusual among sciences in its use of older literature, therefore deselection practices will focus on redundancy, condition, and relevancy.

### Notes:

### Journals Consulted:

1. [Current Mathematical Publications](#)

2. [Mathematical Reviews](#)
3. [Mathematics in School](#)

## **Military Science** Updated: January 2013

**Clientele:** The Military Science collection serves the needs of faculty and undergraduates in the exploration of all major topical areas of military science. While the collection is intended to support students enrolled in the Army Reserve Officers' Training Corps (ROTC), it is also a valuable resource for traditional students studying leadership or military history.

<http://www.brockport.edu/armyrotc/>

**Existing Collection:** The collection overlaps with materials in History and Political Science. The collection is generally strong in the areas of leadership, war, terrorism, military history, and the social, moral and ethical aspects of military science.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Military Science. Faculty and student research interests orient the collection development activity. Materials chosen support undergraduate coursework in military history, leadership, strategy, and tactics.

### **LC Classification and Subjects Covered:**

D25	Military History
HM 141	Leadership
U 1-900	Military Science
UA	Armies: Organization, distribution, military situation
UB 210	Military Leadership

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Manuscripts and Archives Materials
2. Newspapers
3. Rare Books
4. Textbooks

### **Deselection considerations:**

### **Notes:**

**Journals Consulted:** In addition to the standard selection aids, Commander's Reading Lists and the following journals are consulted on a regular basis for relevant reviews.

1. [MHQ: The Quarterly Journal of Military History](#)
2. [American History](#)
3. [Military Review](#)

## Modern Languages and Cultures Updated: April 2013

**Clientele:** Faculty and students of the Department of Modern Languages and Cultures, which offers majors in French and Spanish languages and cultures, beginning through intermediate-level courses in French, Spanish, Chinese and Arabic languages, and introductory-level courses in Japanese, Italian and ASL. For students interested in teaching in bilingual classrooms (Spanish/English), the Department offers an Interdisciplinary Major in Bilingual and Multicultural Studies.

The Department's focus is for students to acquire knowledge, skills, and attitudes that are necessary in the workplace and to develop the analytic skills needed to be effective participants in local and national discussions. Studying languages at Brockport in the context of history, politics, and popular culture can help students to follow international events with insight and opens up perspectives to make students informed and responsible citizens of their country and of the world.

<http://www.brockport.edu/modlang>

### **Existing Collection:**

Drake Library's existing foreign languages collection is not adequately reflective of the levels and languages taught.

Its foreign literatures collection is dated ; focused on collected works sets, with most titles bound in old, odd, unappealing leather or very poor quality European paperbacks.

The Spanish literature collection is focused on peninsular Spanish literature.

Classics in French and Spanish literature, both in the original and in translation, are in very poor condition.

There is a pronounced strength in Italian and Ukrainian/Russian, neither of which are currently being taught. There is also a pronounced strength in non-English language study written in a different language than the one studied (ie: Arabic for Spanish speakers, Spanish for Italians).

The Library's foreign cultures collections is also dated.

The existing collection, for decades, focused on purchasing obscure works in Italian, due to the enthusiasm of the Italian professor coupled with infrequent ordering by professors of French and Spanish.

**Current Collecting:** The current focus is on updating the classics collection in French and Spanish. Faculty and students are important influences on collecting. The current greater participation by faculty is having a definite positive impact.

### **LC Classification and Subjects Covered:**

HV 2474-2480 American Sign Language  
LC 1099 Multicultural education  
LC 2667-2698 Education of Hispanic Americans  
LC 3701-3747 Bilingual education  
P 115 Bilingualism, multiculturalism  
P 118.2 Second language acquisition  
P 51-53 Research in language teaching  
PC 2001-3708 French language

PC 4001-4977 Spanish language  
PE 1128 ESL/ETOFL  
PJ 6074-7781 Arabic language  
PL 519-685 Japanese language  
PQ 1-3890 French literature  
PQ 3897-3999 Francophone literature  
PQ 6000-6999 Peninsular Sp. Literature  
PQ 7081-8560 Hispanic literature

**Exclusions:**

1. Advanced or specialized works on languages taught only at the beginning level (Japanese and ASL).
2. Conference proceedings (unless required for classroom use).
3. For those languages taught at only the beginning and intermediate levels (Arabic, Chinese), advanced-level textbooks and readers will only be purchased if specifically required for classroom use.
4. Literature for languages that do not have literature course(s) within the Department will be purchased in English translation only (i.e.: Russian, Polish, Arabic, Chinese, etc.). Currently, that means that only French, Hispanic, Latin American & Caribbean, and Francophone literature and up to intermediate-level literary analysis will be purchased in the original language.
5. Manuscripts and archival materials.
6. Rare books,
7. Scholarly foreign-language nonfiction (histories, literary analyses, philosophy, etc.) written for advanced-level or native-language college-level readers.
8. Textbooks.

**Deselection considerations:**

Literature in languages not taught (i.e. Russian/Ukrainian); SUNY Binghamton has eagerly agreed to add to its collection all deselected material that they do not already own. SUNY Binghamton will also take advanced-level or specialized nonfiction and language study in languages not taught at Brockport.

**Notes:**

**Journals Consulted:**

1. [Contemporary French & Francophone studies](#)
2. [French review](#)
3. [French studies](#)
4. [Hispania](#)
5. [Modern language journal](#)

## **Nursing** Updated: October 2012

**Clientele:** The nursing information resources serve the needs of undergraduate students seeking the B.S. in Nursing. The collection is also frequently used by students, faculty, and staff searching for medical information. The Department of Nursing mission is to “prepare a professional nurse who can meet the health care needs of a culturally diverse society.”<sup>10</sup> “The program is accredited by the Commission on Collegiate Nursing Education.”<sup>11</sup>

<http://www.brockport.edu/nursing>

**Existing Collection:** Drake Library’s Nursing collection has been as comprehensive as possible with strength and depth in all aspects of nursing theory, clinical application, research methods, nursing administration, nursing leadership, ethical decision making, nursing informatics, specialized practice areas, and psycho-social issues related to health care. Parts of the collection are dated.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas related to Nursing. Faculty and student interests are important influences on collecting. Quality clinical textbooks are collected. Due to the time-sensitive nature of medical information, resources older than 5 years are generally not collected and are given high consideration for replacement and/or withdrawal.

### **LC Classification and Subjects Covered:**

R-RD Medicine, Pathology, Public Health, Psychiatric Nursing

RG-RJ Gynecology, Pediatrics

RL Dermatology

RM Therapeutics. Pharmacology

RT Nursing

RV-RZ Alternative Medicine

**Geographical Information:** While imprints from all countries, in English, are in scope, strong preference is giving to North American sources.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and archives materials
3. Rare books
4. Newspapers

Popular Literature, such as consumer patient information, is limited to a small portion of the collection.

### **Deselection considerations:**

Materials should be deselected/updated that are older than 5 years. Exceptions are made for biographical and history of nursing titles.

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<sup>10</sup> <http://www.brockport.edu/nursing/>

<sup>11</sup> <http://www.brockport.edu/nursing/>

**Notes:**

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews and selection lists. <NOTE: This listing needs updating>

1. [AORN Journal](#)
2. [American Journal of Nursing](#) (lists Book of the Year Awards)
3. [Critical Care Nurse](#)
4. [Nursing Education Perspectives](#)
5. [Nursing Ethics](#)
6. [Nursing Science Quarterly](#)

**Websites Consulted:** In addition to the standard selection aids, the following websites are consulted on a regular basis for selection lists.

National League for Nursing. Interagency Council on Information Resources for Nursing.  
<http://www.icirn.org/>

Medical Library Association. Collection Development Section.  
[http://colldev.mlanet.org/resources/professional\\_resources.htm](http://colldev.mlanet.org/resources/professional_resources.htm)

## **Philosophy** Updated: December 2012

**Clientele:** The Philosophy Collection serves the needs of faculty and undergraduate students in the Philosophy department as well as a number of other departments across campus. The collection is heavily used by the History, Political Science and English departments, among others. Titles on ethics are particularly relevant across disciplines. <http://www.brockport.edu/phl/>

**Existing Collection:** Drake Library's Philosophy Collection has been as comprehensive as possible with strength and depth.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible. Faculty and student interests are important influences on collecting. Faculty have historically chosen the majority of titles, ensuring that they coincide with the curriculum.

### **LC Classification and Subjects Covered:**

B	Philosophy (General)
BC	Logic
BD	Speculative philosophy
BJ	Ethics
D51-D95	History (General) Ancient History
PA	Classical languages and literature
Q174-Q175	Philosophy of Science

**Geographical Information:** Imprints from all countries, in English, are considered.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Popular Literature
5. Rare Books
6. Textbooks

### **Deselection considerations:**

Due to the retrospective nature of the study of Philosophy, publication date is only a minor criterion for deselection.

### **Notes:**

**Journals Consulted:** In addition to standard selection aids, the following resources are available for searching relevant reviews.

1. [Classical World](#)
2. [Journal of Philosophy](#)

3. [Logic](#)
4. [Philosophical Review](#)
5. [Teaching Philosophy](#)

**Databases Consulted:**

1. [Philosophers' Index](#)
2. [Religion and Philosophy Collection](#)

## **Physics** Updated: December 2012

**Clientele:** The Physics Collection serves the needs of Physics faculty and undergraduate students. The Physics program prepares students for graduate study in physics, engineering, astronomy and mathematics, leading to careers in university and college teaching and research, leadership positions in industrial or government research projects; employment as engineers or technicians in industry, government, or university laboratories; teaching at the secondary (grades 7-12) level; professional schools in medicine, law or business.

(from: [http://www.brockport.edu/physics/dept\\_summary.html](http://www.brockport.edu/physics/dept_summary.html))

**Existing Collection:** Drake Library's Physics Collection has been as comprehensive as possible with strength and depth in all aspects of physics.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible. Faculty and student interests are important influences on collecting. Faculty have historically chosen the majority of titles, ensuring that they coincide with the curriculum.

### **LC Classification and Subjects Covered:**

QB1-QB991 Astronomy

QC1-QC798 Physics

QC801-QC849 Geophysics / Geomagnetism

T-TP Technology, Engineering

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books

### **Deselection considerations:**

### **Notes:**

**Databases Consulted:** In addition to standard selection aids, the following resources are available for searching relevant reviews.

1. [Physical Review Online Archive](#) [PROLA]
2. [Science Direct](#)
3. [SciFinder Scholar](#)
4. [Taylor & Francis Science and Technology Library](#)

## Political Science and International Studies Updated: January 2013

**Clientele:** The Political Science and International Studies collection serves the needs of faculty and undergraduates in the exploration of all major topical areas of political science. The collection prepares political science graduates for careers ranging from law, business and commerce, to international affairs including international trade, foreign policy and diplomacy.

<http://www.brockport.edu/pls/>

**Existing Collection:** The collection overlaps with materials in African and American Studies, Business Administration, Communication, History, Sociology, and Social Work. The collection is generally strong in the areas of political thought, philosophy, western government, and political and social aspects of the overlapping subject areas.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Political and International Studies. Faculty and student research interests orient the collection development activity. Materials chosen support undergraduate coursework designed to provide a systematic understanding of government and politics, introducing students to political thought, American politics and government, comparative government and politics, and international relations.

### LC Classification and Subjects covered:

D	History of Europe, Asia, Africa, Oceania & Gypsies
E	United States history
F	United States, Canada, Latin America history
H-HC	Social sciences (General); Statistics; Economics
HD 6951-7791	Industrial sociology
HD 7795-8031	Labor and the state
HS 1-3371	Secret societies
HX 1-970	Socialism, communism
JA/JC	Political science/theory
JF 8-2112	Constitutional history/administration
JK 1-9993	Constitutional history, United States
JZ 1-6530	International relations
K	Law in general
KF	Law of the United States
KJE 5-7975	Regional organization and integration; Comparative law
U	Military Science (General)
UA	Armies: Organization, distribution, military situation
V	Naval Science (General)

**Geographical Information:** Imprints from all countries, in English, are in scope.

### Exclusions:

1. Manuscripts and Archives Materials
2. Newspapers

3. Rare Books
4. Textbooks

**Deselection considerations:**

**Notes:**

**Journals Consulted:**

1. [Comparative Political Studies](#)
2. [Journal of Political Science Education](#)
3. [New Political Science](#)
4. [Perspectives on Politics](#)
5. [Political Psychology](#)
6. [Z Magazine](#)

## **Psychology** Updated: May 2013

**Clientele:** The Psychology Collection serves the needs of Psychology faculty, undergraduates in a BS or BA program or minor, and graduates in the MA program. “The programs are based on the conception of psychology as the scientific study of behavior and experience aligned with the goals set forth by the American Psychological Association”<sup>12</sup> The collection supports a broad range of interdisciplinary undergraduate and graduate courses in Sociology, Communications, Business, Education, Nursing, Women and Gender Studies, and Sport Management.

**Existing Collection:** Drake Library’s Psychology information resources have been as comprehensive as possible with strength and depth in all aspects of psychological theory, research methods, and practical applications.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Psychology. Faculty and student interests orient the collection development activity. Current collection emphases include biopsychology, learning and cognition, sociocultural psychology, developmental psychology and psychopathology and clinical psychology<sup>1314</sup>

### **LC Classification and Subjects Covered:**

BF 1-999 Psychology  
HM 1001-1281 Social psychology  
HV 6035-43 Criminal anth/soc/psych, Causes/Hereditry/Env.  
LB Theory and practice of education  
RA 790 Mental health  
RC Internal medicine  
RC 321-344 Biological psych-general  
RC 346-429 Neurology  
RC 435-571 Psychiatry  
RC 49-52 Psychosomatic medicine

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection considerations:**

### **Notes:**

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<sup>12</sup> <http://www.brockport.edu/psh/>

<sup>13</sup> <http://www.brockport.edu/psh/undergrad/>

<sup>14</sup> <http://www.brockport.edu/psh/grad/>

**Journals Consulted:**

1. [American Psychologist](#)
2. [Behavior Research and Therapy](#)
3. [Child Development](#)
4. [Cognitive Psychology](#)
5. [Journal of Applied Behavioral Science](#)
6. [Journal of Personality and Social Psychology](#)
7. [Memory and Cognition](#)
8. [Psychological Review](#)

## **Public Administration** Updated: February 2013

**Clientele:** The Master of Public Administration Collection serves the needs of the graduate Public Administration program students and faculty. There are more than twenty faculty members involved in Social Science and classes that utilize the Public Administration Collection. The collection supports a broad range of interdisciplinary undergraduate and graduate courses in Sociology, and Psychology as well as Public Administration

<http://www.brockport.edu/pubadmin/>

**Existing Collection:** Drake Library's Master of Public Administration Collection has been as comprehensive as possible with strength and depth in all aspects of finance, regional planning, local government, public safety, public health, and public policy.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in subject areas related to the theory, practice, and management of mental health counseling services across a variety of community settings and populations.

**Subjects covered:** LC classes:

HJ 9-1620 Public finance (general)

HJ 9011-9695 Local finance

HT 390-395 Regional planning

JS 3-8500 Local government

KF 3941-3977 Public safety

RA 1-772 Public health

**Geographical Information:** Imprints from all countries, in English, are in scope.

**Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Rare Books
4. Newspapers
5. Textbooks

**Deselection considerations:**

**Notes:**

**Journals Consulted:**

1. [Administration & Society](#)
2. [American Review of Public Administration](#)
3. [Climate Policy](#)
4. [Environment and Planning C, Government and Policy](#)
5. [Governance -an International Journal of Policy Administration and Institutions](#)
6. [International Review of Administrative Sciences](#)
7. [Journal of Accounting and Public Policy](#)
8. [Journal of European Public Policy](#)

9. [Journal of European Social Policy](#)
10. [Journal of Policy Analysis and Management](#)
11. [Journal of Public Administration Research and Theory](#)
12. [Journal of Public Policy & Marketing](#)
13. [Philosophy & Public Affairs](#)
14. [Policy Sciences](#)
15. [Policy Studies](#)
16. [Policy Studies Journal](#)
17. [Public Administration](#)
18. [Public Administration Review](#)
19. [Public Management Review](#)

## **Recreation and Leisure Studies** Updated: December 2012

**Clientele:** The Recreation and Leisure Studies collection serves the needs of faculty, undergraduate and graduate students in the Recreation and Leisure Studies Department as well as a number of other departments across campus. The collection is used by the Kinesiology, Sports Studies and Physical Education, Psychology, Education and Human Development, Counselor Education and Health Science departments, among others.

<http://www.brockport.edu/leisure/>

**Existing Collection:** Drake Library's Recreation and Leisure Studies Collection has been as comprehensive as possible with strength and depth in all aspects of recreation and leisure theory, research methods and practical applications. Journals and databases are included. Non-print materials, including training videos and therapeutic tools, kits and games, are well-represented.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible. Faculty and student interests are important influences on collecting. Faculty have historically chosen the majority of titles, ensuring that they coincide with the curriculum.

### **LC Classification and Subjects Covered:**

G1-G142	Geography (general: includes tourism)
GV1-GV191.1	Recreation and leisure
GV191.2-GV200	Outdoor life and recreation

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Newspapers
4. Rare Books
5. Textbooks

### **Deselection considerations:**

Materials older than 20 years should generally be deselected. Older editions should be superseded once updates become available. Exceptions may be made for biographical and historical titles.

### **Notes:**

### **Journals Consulted:**

1. [American Journal of Recreation Therapy](#)
2. [Annals of Tourism Research](#)
3. [Leisure Sciences](#)
4. [Leisure Studies](#)
5. [Recreation Management](#)

### **Databases Consulted:**

1. [SportDiscus with Full Text](#)
2. [Hospitality, Tourism & Leisure Collection](#)

## **Social Work** Updated: February 2013

**Clientele:** The Social Work Collection serves the needs of the Social Work program students and faculty. There are more than twenty faculty members involved in Social Science and Nursing-related classes that utilize the Social Work Collection. This includes two master's level programs: Human Service Administration and Nursing. The collection supports a broad range of interdisciplinary undergraduate courses in Nursing, Sociology, and Psychology.

<http://www.brockport.edu/swo/>

**Existing Collection:** Drake Library's Social Work Collection has been as comprehensive as possible with strength and depth in all aspects of medical, educational, psychological, and sociological theory, as well counseling practice and public policy.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in subject areas related to the theory, practice, and management of mental health counseling services across a variety of community settings and populations.

### **LC Classification and Subjects covered:**

H 1-99 Social sciences-general  
HD 6951-7791 Industrial sociology  
HV 1-4959 Social work  
HV 4961-5840 Substance abuse (drugs/alc./tobac.)  
KF 3195-3925 Social legislation  
KF 3941-3977 Public safety  
KF 3985-3995 U.S. law-social acts  
RC 952-954 Geriatrics

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Rare Books
4. Newspapers
5. Textbooks

### **Deselection considerations:**

### **Notes:**

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews.

1. [Clinical Social Work Journal](#)
2. [International Social Work](#)
3. [Journal of Community Practice](#)

4. [Journal of Ethnic & Cultural Diversity in Social Work](#)
5. [Journal of Progressive Human Services](#)
6. [Journal of Social Service Research](#)
7. [Journal of Teaching in Social Work](#)
8. [School Social Work Journal](#)
9. [Social Work](#)
10. [Social Work in Health Care](#)
11. [Social Work in Public Health](#)
12. [Social Work Research](#)
13. [Social Work with Groups](#)

## **Master of Social Work** Updated: February 2013

**Clientele:** The Master of Social Work Collection serves the needs of the undergraduate and graduate Social Work program students and faculty. There are more than twenty faculty members involved in Social Science and Nursing-related classes that utilize the Social Work Collection. This includes two master's level programs: Human Service Administration and Nursing. The collection supports a broad range of interdisciplinary undergraduate courses in Nursing, Sociology, and Psychology.

<http://www.brockport.edu/grcmw/>

**Existing Collection:** Drake Library's Master of Social Work Collection has been as comprehensive as possible with strength and depth in all aspects of medical, educational, psychological, and sociological theory, as well counseling practice and public policy.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in subject areas related to the theory, practice, and management of mental health counseling services across a variety of community settings and populations.

### **LC Classification and Subjects covered:**

H 1-99 Social sciences-general  
HD 6951-7791 Industrial sociology  
HV 1-4959 Social work  
HV 4961-5840 Substance abuse (drugs/alc./tobac.)  
KF 3195-3925 Social legislation  
KF 3941-3977 Public safety  
KF 3985-3995 U.S. law-social acts  
RC 952-954 Geriatrics

**Geographical Information:** Imprints from all countries, in English, are in scope.

### **Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Rare Books
4. Newspapers
5. Textbooks

### **Deselection considerations:**

### **Notes:**

**Journals Consulted:** In addition to the standard selection aids, the following journals are consulted on a regular basis for relevant reviews.

1. [Clinical Social Work Journal](#)
2. [International Social Work](#)

3. [Journal of Community Practice](#)
4. [Journal of Ethnic & Cultural Diversity in Social Work](#)
5. [Journal of Progressive Human Services](#)
6. [Journal of Social Service Research](#)
7. [Journal of Teaching in Social Work](#)
8. [School Social Work Journal](#)
9. [Social Work](#)
10. [Social Work in Health Care](#)
11. [Social Work in Public Health](#)
12. [Social Work Research](#)
13. [Social Work with Groups](#)

## Sociology Updated: March 2012

**Clientele:** The Sociology Collection serves the needs of Sociology faculty and undergraduates. The department's mission is to: "provide students with an in-depth understanding of how our lives are shaped by a variety of social phenomena such as social institutions, groups, interpersonal relationships, and, in particular, inequality in modern society."<sup>15</sup>  
<http://www.brockport.edu/sociology/>

**Existing Collection:** Drake Library's Sociology Collection has been as comprehensive as possible with strength and depth in all aspects of sociological theory and research methods.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Sociology. Faculty and student research interests orient the collection development activity. Current collection emphases include deviance, gender studies, race and ethnicity, education, family, food, urban sociology, sexuality, stratification, social class, social change, culture, medicine and society, community, rural sociology, and globalization.

### LC Classification and Subjects Covered:

BL 1-2790 Religions/mythology  
BM-BQ Judaism / Islam / Buddhism  
GF 1-900 Human ecology/anthropogeography  
GT 165-499 Customs-houses/dwellings, human body  
GT 2400-7070 Customs-private & public, trans/travel,classes  
H Social Sciences  
HA 1-4737 Statistics  
HD 6951-7791 Industrial sociology  
HM 1001-1281 Social psychology  
HM 401-806 Sociology/Social control/Groups  
HM 811-816 Deviant behavior/social deviance  
HM 821-901 Soc stratification, inst./Social change  
HN Social hist & conditions  
HQ Family/marriage/woman  
HS 1-3371 Secret societies  
HT 1501-1595 Races  
HT 401-815 Rural groups/Social classes  
HT 51-384 Human settlements-general/Urban/The city  
HT 851-1445 Slavery  
HV 4961-5840 Substance abuse (drugs/alc./tobac.)  
HV 6035-43 Criminal anth/soc/psych, Causes/Hereditry/Env.  
HX 1-970 Socialism, communism  
TX 1-299 Home economics (general)  
ZA 3225 Info superhighway (general, social)

**Geographical Information:** Imprints from all countries, in English, are in scope.

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<sup>15</sup> <http://www.brockport.edu/sociology/>

**Exclusions:**

1. Juvenile Literature
2. Manuscripts and Archives Materials
3. Rare Books
4. Newspapers
5. Textbooks

**Deselection considerations:****Notes:****Journals Consulted:**

1. [American Journal of Economics and Sociology](#)
2. [American Journal of Sociology](#)
3. [American Sociological Review](#)
4. [Journal of Sociology and Social Welfare](#)
5. [Social Problems](#)
6. [Social Research](#)

## Theatre and Music Studies Updated: January 2013

**Clientele:** The students and faculty of Theatre and Music studies are the main users of the collection. Students may not major in Music but they may minor in it. The collection supports a broad range of courses in Dance, English, International Arts for Children, and Women and Gender Studies. <http://www.brockport.edu/theatre>

**Existing Collection:** Drake Library's Theatre collection has been as comprehensive as possible. However, the Music collection is weak given the gap of many years when a minor was not offered.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in Theatre and has been concentrating on areas of Music to support the curriculum.

**Subjects Covered:** LC classes

GT 500-2370 Customs-dress/clothing  
M Music  
MT Music: Instruction and Study  
PN 1530-1551 The monologue / The dialogue  
PN 1560-1590 Performing arts  
PN 2000-3307 The theater  
TT 490-695 Clothing manufacture

**Geographical Information:** Imprints from all countries, in English, are in scope.

### Exclusions:

1. Manuscripts and archives materials
2. Rare books
3. Newspapers
4. Textbooks
5. Graduate level texts

### Journals Consulted:

1. [Modern Drama](#)
2. [Music Educators Journal](#)
3. [Notes](#)
4. [Philosophy of Music Education Review](#)
5. [Shakespeare Bulletin](#)
6. [Shakespeare Quarterly](#)
7. [TDR: The Drama Review](#)
8. [Theatre Journal](#)
9. [Theatre Topics](#)

## **Women and Gender Studies** Updated: January 2013

**Clientele:** The Women and Gender Studies Collection serves the needs of faculty and students in the concentration as well as a myriad of other departments across campus. Many faculty members in other departments teach classes that qualify for the Women and Gender Studies program. One or two faculty members oversee the program each year. The Women and Gender Studies Collection is a truly multidisciplinary collection heavily used by American Studies, Education, English Literature, History, Philosophy, Political Science, Psychology and Sociology, among many others. The collection supports an incredibly broad range of undergraduate courses.

<http://www.brockport.edu/wms>

**Existing Collection:** Drake Library's Women and Gender Studies Collection has been as comprehensive as possible with strength and depth.

**Current Collecting:** Drake Library continues to collect as comprehensively as possible in all areas of Women's Studies. Faculty and student interests are important influences on collecting. Faculty have chosen to place an emphasis on video acquisitions over book purchases.

**Geographical Information:** All imprints, in English, are in scope.

### **Main LC Classification and Subjects Covered:**

HQ: The Family. Marriage. Women

### **Exclusions:**

1. Manuscripts and Archival Materials
2. Materials in foreign languages.
3. Rare books
4. Textbooks.

### **Deselection considerations:**

### **Notes:**

### **Journals Consulted:**

1. [Gender & Society](#)
2. [Journal of Gender & Social Issues](#)
3. [Psychology of Women Quarterly](#)
4. [Women's Studies Quarterly](#)

### **Websites Consulted:**

1. [Women Make Movies](#)

## **DETAIL OF FORMATS COLLECTED**

### **Languages Collected**

English is the predominant language of materials in the Drake Library collections. Exceptions include materials for studying Foreign Languages. Please see the Detail of Subject Areas Collected for further exceptions and additional information.

### **Monographs (Books)**

There are a few restrictions regarding the collection of monographs.

Textbooks are not normally purchased. Please refer to the detail of a particular subject area to see if it is exempt from this rule. Required course textbooks will not be purchased by the library, unless requested by teaching-faculty, due to the high frequency of new editions, textbook theft and vandalism potential, as well as their high cost annually.

Paperbacks are the preferred format for print books, although hardcover materials are collected depending on expected use, lasting value or content, and cost differential. Please refer to the Detail of Subject Areas Collected regarding an overall preference, such as e-books for Chemistry or library bindings for the Juvenile Collection.

E-books may offer several advantages over print books, including the ability for remote use and use by more than one concurrent user. Selection is complicated given the vast number of platforms, file-types and licenses that are part of e-book acquisition. Preference is given to purchasing multi-user licenses. Single-user licenses may be obtained if they will meet expected use or if that is the only available option. Programs offering on-demand access are proving to be a cost-effective means of providing a wide array of content. They offer a viable alternative to subscription-based or perpetual access to e-books.

The library generally avoids purchasing a print duplication of an electronic book already owned. However, a duplicate purchase may be made after taking into account faculty preference, the nature of the book, and the intended use of the material.

Out-of-print books may be difficult and costly to obtain. In general the library avoids purchasing out-of-print materials. There are times that the uniqueness and quality of a book require a retrospective purchase.

Faculty Publications: Donation of faculty publications are welcome, subject to general library collection guidelines. Holding in perpetuity is not guaranteed. Emeriti faculty works may or may not be collected at library's discretion. Faculty may request a copy of faculty-authored books or monographs containing original faculty essays to be purchased for the library's circulating collection by ordering through normal library procedures.

### **Audiovisual Materials**

Requests for media or audiovisual (AV) materials are evaluated on the same basis as are books or monographs, with special emphasis on the suitability of the format to the content as well as the

quality of the production. Audiovisual and non-print materials are considered simply a different format of subject information. In addition to the format information below, please consult the general and Detail of Subject Areas Collected parameters for evaluation guidelines.

Whenever possible, audiovisual materials are collected in accessible formats. Closed-captioning enabled video are preferred. When closed-captioning is unavailable, English subtitles are a suitable option.

Audiovisual materials are only collected in current viable formats. Currently DVD and streaming-media constitute the greatest extent of library purchases.

Currently, Digital Video Disc format is preferred over the VHS format. When handled correctly, DVDs have a potentially longer life than videocassettes. DVDs usually feature more content, are easier to navigate for classroom use, and use less shelf space. In a very limited specialized number of cases, VHS formats may still be retained if it is the only available format.

Audiovisual materials in outdated formats (Audiocassette, Vinyl Record, etc.) are not purchased for the library nor added to the collection.

### **Software**

LITS Supported Software information:

<http://www.brockport.edu/lits/helpdesk/supported-software.php>

Back-of-the-book software contained in a monograph selected for purchase by the library may be acquired.

### **Popular Reading**

These materials are primarily intended for the entertainment of our students. Faculty and staff are secondary users of the collection. Popular Reading materials have limited funding and are chosen through student requests as well as from general reviewing sources and paperback bestseller lists.

### **Serials**

A serial is a publication in any medium issued in successive parts bearing numerical or chronological designations that is intended to be used indefinitely. Serials include periodicals, scholarly journals, newspapers, annuals (reports, yearbooks etc.), proceedings or transactions of societies, and numbered monographic series. Serials serve as a major source of current information for the college's programs of study and should complement the library's book and audiovisual collections. The decision to collect each serials title is one that must take into consideration the long-term commitment of funds, space, and equipment.

The primary criterion used to select a serial subscription is the title's affordability coupled with its support of the educational program of the college. Efforts should be made to achieve a balance among the various disciplines in ordering subscriptions, being mindful of differential reliance upon serial publications and their costs.

Development of the serials collection is a cooperative activity involving faculty and librarians. The

collection will be examined periodically to evaluate its continued adherence to the guidelines outlined above. The Serials Librarian holds the primary decision making authority for the serials collection.

### **The College at Brockport Serials Evaluation Criteria**

The following questions are designed to assist in the evaluation of new and continuing subscription titles:

#### Educational Factors

##### A. Scope

- Does the title provide support for course-related research or instructional assignments?
- Does the title meet appropriate subject and chronological parameters?
- Does it reflect other areas of student or faculty interest?
- Does it provide important support for faculty research or independent student research?
- If it does not fill a department or program need, does it support interdisciplinary needs?
- Does the item duplicate or overlap with other resources in the collection?
- Is it a core title for its field?
- Is it an important review source for new publications in its field?
- Does it have important educational value for the community as a general interest or browsing item?

##### B. Quality

- Is the title an academically or culturally acknowledged forum of discourse on its subject?
- Is its content representative of this subject in general?
- Is its content representative of some key aspect or point-of-view about this subject?
- Does it provide accurate information about its subject?
- Does it reflect current trends for its field?
- Is it primarily a vehicle for advertising or professional communication?
- Does it provide essential data for a specific area of study?
- Does it have an erratic publication history?
- Does it work from a limited pool of authors?

##### C. Demand

- Is the title used or asked for by students?
- Is there an Interlibrary Loan or Reserve history for it?
- Is it indexed? Is it indexed in a resource to which the library has access?
- Is it cited frequently?
- Is its audience generally limited to academic specialists in a highly restricted field?
- If so, do individual faculty use or assign reading from the title often enough to warrant subscription?

#### Other Factors

##### A. Format

- Is the title available in electronic form?

- Is the title legible and easy to navigate?
- Is the title difficult to preserve or store in the collection?
- Is material from the title easy to transfer for use via photocopy, printer, or download?
- Are illustrations, graphs, charts, and diagrams legible?

#### B. Longevity

- If the title is already in the collection, does the library have a complete backfile?
- Would an already considerable investment in a title be negated if the title were canceled?

#### Alternatives

- Is the title available through Interlibrary Loan or other document delivery options?

### **Electronic Resources**

Electronic Resources include online databases, online reference books, electronic full-text offerings, streaming-media and a myriad of other web content. Some resources are freely available, the majority are purchased either through library and college funds or grant funds. Whenever possible, consortial purchases are made through Rochester Regional Library Council (RRLC), SUNY, and Westchester Academic Library Directors Organization (WALDO) or LYRASIS. Consortial purchases offer additional buying power, influence over vendor design and contracts, as well as more favorable pricing.

Electronic Resources are complex and many-faceted. Concerns to be addressed by the Electronic Resources team include:

- Electronic Resources that only have one simultaneous user are discouraged.
- The cost and projected increases weigh heavily when choosing databases.
- Technical issues such as the ability to proxy a database must be closely evaluated by the team.
- Materials should be ADA-compliant whenever possible.

## **REFERENCE COLLECTION**

### **Objectives**

The Reference Collection Development Policy is designed to complement Drake Library's general Collection Development Policy. The Reference Collection supports the research objectives and curricular needs of Drake's patrons by providing access to a wide range of atlases, dictionaries, encyclopedias, handbooks and yearbooks. These materials are used by both patrons on their own initiative and by librarians providing research assistance. The purpose of this document is to serve as a guideline to librarians in the selection of appropriate reference sources and to ensure consistency in the quality, balance, currency, and usefulness of the Reference Collection.

### **Location of Collection**

The print Reference Collection is located in close proximity to the reference. The print Reference Collection does not circulate except by permission of a reference librarian.

### **Scope of Coverage**

English is the primary language of the collection; however, foreign language items are purchased when appropriate, such as foreign language dictionaries or other publications needed to support the language program. There are no geographical limits; however, emphasis is placed on areas where the college has strong programs. Keeping the Reference Collection current is a very high priority. Standing orders for high-use print items are used to maintain currency, as is monitoring of the collection by experienced reference librarians. Superseded print volumes are withdrawn from the collection on a regular basis. Older print reference materials that are not heavily used, but are still authoritative and support the curriculum, may be moved to the circulating collection. Ongoing review and deselection are important tools to keep the Reference Collection vital and appropriately sized.

### **Format**

Choice of format is based on availability, ease of use, and reasonableness of cost. Electronic titles are preferred, except for cases when a print format is more appropriate or is the only available option.

### **Electronic Reference Sources**

Decisions to purchase electronic titles are based on content, search capabilities, quality of interface, vendor reliability, contractual considerations, and pricing. When an electronic resource duplicates a print holding, the printed version will be kept if it offers more complete content or is highly-used. The Head of Integrated Public Services or the designated librarian will make the final determination.

The standard criteria that apply to Reference Collection development for other formats (e.g. print, microforms, and audiovisual material) should apply to electronic reference sources (e.g., community needs, favorable reviews, currency/timeliness, authority of author, accuracy of information, clarity of presentation, balance, and uniqueness within the context of the total collection). (From Reference Collection Development: A Manual, ALA, 1992, pp.2-4)

### **Subjects Collected**

All subjects that support the curriculum are collected.

Subjects selectively collected that are not directly curriculum-related include resources on: careers, financial aid, college and graduate guides, scholarship and grant materials, music, and fine arts.

The following are not generally included in the Reference Collection: print government documents, loose-leaf legal resources, popular sources, genealogy, juvenile materials, and telephone books. Test preparation books are kept in the circulating collection.

### **Types of Reference Materials**

The Reference Collection consists of the following types of reference materials: encyclopedias, dictionaries, almanacs, directories, statistical compendia, biographical resources, atlases, gazetteers, guides, indexes and abstracts (mostly electronic), style manuals, writing and research guides, medical and nursing manuals, science data books, drug guides, selected bibles, primary documents, and handbooks. Concordances are only collected for major works, such as Shakespeare and the Bible. Bibliographies are collected sparingly and, where possible, are catalogued under their subject emphasis.

The following types of books, although traditionally considered reference materials, are often shelved in the circulating collection to facilitate use: histories, yearbooks (except encyclopedia yearbooks), annual reviews, treatises, travel guides, literary reviews for individual authors (e.g. the Critical Heritage series), some handbooks, and narrowly focused bibliographies.

### **Selection Responsibilities**

The Head of Integrated Public Services or the designated librarian is responsible for the development and maintenance of the Reference Collection and makes the final determination about which materials will be a part of the Collection. All librarians may recommend reference works in their subject liaison areas. Faculty suggestions for materials supporting the curriculum are encouraged.

### **Duplication of Materials**

In rare cases, duplicate copies of print reference materials may be purchased for the circulating collection if demand warrants circulating copies.

### **Criteria for Selection, Updating and Deselection**

The goal of the Reference Collection is to provide a current, actively used, working collection that supports the curriculum. Major reference classics in the disciplines are included. Latest editions of needed materials are regularly purchased and superseded editions are withdrawn. Titles are purchased that fill gaps in the collection and answer often-asked reference questions.

Selection is based on the following:

- Student and faculty needs
- Favorable reviews in journals, such as Choice, Booklist, and Library Journal
- Strengths and weaknesses of the existing subject collection
- Credibility of the author
- Judged accuracy, balance, and clarity of work
- Currency and timeliness
- Reputation of publisher
- Previous editions' usage statistics

Systematic review of the Reference Collection is ongoing. Retention and deselection decisions are based on datedness, usage statistics, continued usefulness to patrons and in answering reference questions, inclusion in major reference collection guides, availability of a newer edition, duplication of content in a more recent work, and physical condition of material.

## **SPECIAL COLLECTIONS**

**(Excerpted and edited from the Special Collections Policy Drafted August 23, 1994)**

Every library owns materials that possess a certain degree of uniqueness called Special Collections. The Drake Library has been the recipient of many generous gifts. It holds a small but rich collection of unique materials. This document seeks to define the collection development policy of our Special Collections.

### **Criteria for Inclusion:**

The material applies to a subject area that is part of the College at Brockport curriculum.

The material relates to the history of The College at Brockport.

The material would enhance the current collection.

The material holds lasting value for the collection.

The form of the material is suitable to its content.

The material can be properly maintained in Special Collections for future years.

The material is obtainable at a reasonable cost.

Other regional libraries or archives do not hold the material.

### **Subjects Collected:**

Materials relating to the history of The College at Brockport should be collected. The specifics of collection development for the College Archives has yet to be fully developed for this document.

The library may acquire specific items or collections that meet the collection development criteria. However, these expenditures will be only a small part of the total materials budget.

The content of other special collections in the Rochester area should be considered. The Special Collections at Drake Library should complement, rather than compete with, other regional collections.

The College Archivist makes recommendations for collecting material. The Archives and Special Collection Librarian will make final decisions on material to be added to or retained in the collection.

For donating materials for Special Collections see Gifts section on page 80.

## Part III

### GIFTS

Drake Library's collection has been greatly enriched over the years by monetary and material gifts from generous donors. Gift materials added to the library's collection must meet the same selection criteria used for purchased items, as described earlier in this document. The decision to accept or decline materials gifts rests with the Head of Technical Services or the designated librarian; materials accepted become the property of The College at Brockport. Donors of monetary gifts may suggest the use of those funds through arrangement with the Library Director, but the library retains the right to use gifts as needed to fulfill its mission. Materials, which have been accepted, but are subsequently determined to be inappropriate for the collection, will be disposed of at the library's discretion.

- In accordance with IRS regulations, Drake Library cannot value donated materials for tax purposes. An appraisal is the responsibility of the donor.
- Loans or temporary deposits of materials will not be accepted.
- The Head of Technical Services, or the designated librarian, will provide a written acknowledgment of all gifts stating date and number of items received. Detailed lists are not provided.
- Drake Library will observe all laws and regulations involving library donations.
- Materials added to the collection will be processed and located according to current practice.
- Information about gifts to the library will be provided to the Brockport Foundation office.

Monetary donation information: <http://www.brockport.edu/library/about/giving.php>

## **DESELECTION**

This is a general deselection policy. Information from the Detail of Subject Areas Collected section overrides the statements below.

Deselection, or deaccessioning, from the library collection may cause concern for library patrons. However, deselection is essential to maintaining the value of the collection as well as its appearance and accessibility.

Items are not generally deselected without being reviewed by librarians or their designees. Decisions on systematic deselection are made by liaison librarians in consultation with departmental faculty. Final deselection decisions will be made by the Head of Technical Services or the designated librarian.

Deselection of an item may occur for any combination of the following reasons:

- Not compatible with the requirements of the collection development policy
- Multiple copies exist beyond current demand for a title
- New editions have been added to the collection rendering older editions obsolete
- Physical condition has deteriorated, negatively affecting usability
- Outdated titles whose date of publication negatively impacts the relevancy of its content
- Items that have not been used for the past 10 years, as shown by circulation information and in-house use statistics from the integrated library system
- Incomplete sets or partial runs of series
- Items that have become irrelevant to collection based on departmental or programmatic changes to the curriculum

Note:

- Relevant titles that are not available from other SUNY libraries and are held by fewer than 20 libraries nationwide, as shown in WorldCat, will receive higher consideration for retention.

## **REPLACEMENT**

Materials that become lost, or heavily worn, have accessibility issues or exist in an outdated format are candidates for replacement. Currently in-print materials may be replaced when they have been used, as shown by circulation and in-house statistics, within the last 5 years.

Out-of-print materials are eligible for replacement if they have a current request for use from a student or faculty member.