

**TITLE:** Learning Resources Selection Policy

**DATE ADOPTED:** April 20, 2021

**EFFECTIVE DATE:** April 20, 2021

**SUPERSEDES:** April 15, 1969

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**PURPOSE:**

The primary objective of resource selection is to collect or obtain materials necessary or useful for the instructional program and the intellectual growth of the College community. The collection development policy is based on the library's mission. The Library of Rowan College at Burlington County is an integral part of the College and essential to the College's mission of transforming lives through education experiences.

Library resources serve students through access to excellent scholarly material; access is made possible through traditional purchasing, as well as subscriptions to electronic resources, program-driven selection programs, Open Educational Resources (OERs) and Open Access (OA) materials.

**DEFINITIONS:**

*Department Liaison:* Faculty members of the academic department who work with collection development manager to develop the library's collections in the department's areas of expertise.

*Library Liaison:* a member of the library's staff who has the responsibility of working in a partnership with one or more academic departments to develop the Library's collections.

*General Collection:* contains the majority of the materials in the areas of the humanities, social sciences, science, and technology.

*Selection:* refers to the act of choosing materials to make accessible to the Rowan College at Burlington County library patrons via catalog, discovery system, website, or other means. Selection does not necessarily imply permanent ownership.

**ACQUISITIONS POLICY:**

The General Collection - Library books, periodicals, electronic resources, and non-print media will be acquired in accordance with the following priorities, ranked in descending order of importance: materials that are directly related to currently offered courses and curricular programs in the RCBC Library, materials needed by faculty and administration for research, or for personal or professional growth, or for other serious purposes, and to acquire appropriate varieties of recreational library material, as funds permit.

Special Collections: Materials needed to maintain and develop a limited number of special collections to form a foundation collection in a specific subject area of the College or other areas of interest to the College.

Electronic Resources: Electronic resources are of increasing importance to faculty and students. The rapidly growing body of electronic information must be considered in relation to what should be available at the RCBC library. The selection criteria for the College library must be considered for the programs needed, highly demanded by faculty and students, and affordable price. Electronic resources include, but are not limited to: ebooks, digital journals, databases, OERs, OA materials, Creative Commons (CCs) and Public Domain (PD) materials.

Fund and Allocation: Each year the library's materials budget is set by the Dean of Learning Resources based on the recommendations of the Collection Development Librarian with review by the Academic Financial Officer. The materials budget is intended to support the College's overall goals of delivering high quality education, enhancing student success, and expanding knowledge through research, scholarship, and creative activity.

For new materials from administrators/faculty/students remaining within our annual budget, the library will consider all requests. Under all circumstances, librarians have full responsibility for the selection and priority of the purchase of library materials.

The electronic resources and serials/standing orders budgets are determined from the allocation the library receives.

**COLLECTION EVALUATION POLICY:**

Collection evaluation is the periodic inventory of the RCBC library's materials and policy in order to assess how well they continue to meet RCBC's mission and goals. It is important to remember that all collections need periodic evaluation.

