Collection Development at Penrose Library

Collection Development Policy (available on the Library's website)

Primary responsibility for collection development rests with the faculty and the Collection Management Librarian.

CD policy was revised in 2008 with input from faculty and was subsequently endorsed by the Library Advisory Committee.

The policy establishes guidelines that govern the future growth and maintenance of the Library's collections. It also defines the present scope of the collection and provides a framework for the development of a collection that is balanced, vibrant and versatile.

For programs of study the Library collects at the "Advanced Study Level" which is defined as "a collection which is adequate to support the course work of advanced undergraduate and master's degree programs, or sustained independent study. It includes a wide range of primary resources, secondary sources, a selection of representative journals, and reference/discovery tools that explore the subject.

Book Purchases

Three primary ways in which our book collection is built:

1. Approval Plan
2. Faculty requests
3. Requests made by librarians

Approval plans are a tool used by academic libraries to build collections effectively and efficiently. Libraries work with a book vendor to develop profile which details the subject areas the library wishes to acquire. In addition to subject areas, price, format, and publishers are also taken into consideration.

Once the profile has been developed, the vendor will automatically ship books which match the profile. For a book to be automatically shipped to us it must be affiliated with a subject that we are interested in. It must be published by one of the publishers associated with our core list, and it must meet non-subject criteria such as price and format. Acquisitions staff review the material and approve it for the collection.

Currently profiles have been established for departments associated with Divisions I and II. The profiles can be modified at any time. The Library encourages faculty/ departmental involvement in reviewing and revising current profiles.

Benefits of using an approval plan include saving the time of faculty, librarians, and library staff, consistent expenditure of funds, substantial discounts, and faster receipt of newly published material.
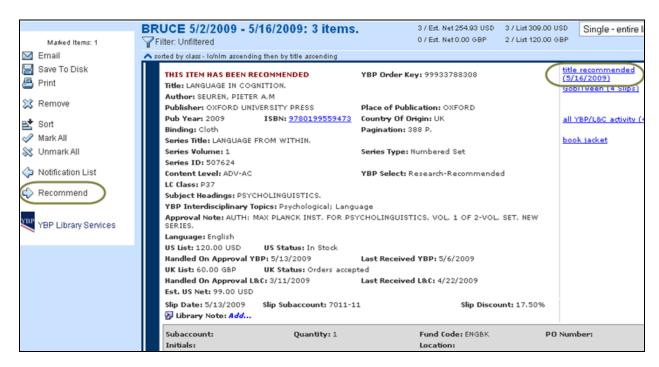
Faculty May Generate Requests by:

- Initiating a request via the Suggestion for Purchase service fund under <u>Information for Faculty</u> on the Penrose Library website.

- Contacting Roger Stelk directly: <u>stelkre@whotman.edu</u> or x5909.

- Utilizing Gobi Alerts.

Gobi Alerts

The library's primary book vendor is YBP (Yankee Book Peddler). As books are published they are added to YBP's online database, GOBI (Global Online Bibliographic Information). In some instances, books are sent automatically to the library "on approval" while others are designated for notification.

The GOBI system allows faculty the option of reviewing notification slips of recently published material. A profile detailing the faculty member's specific areas of interest serves as the basis for this service. The alerts are generated by YBP every Saturday morning and appear in the faculty member's e-mail Inbox.

Faculty click on the link embedded in the email to access the list of new titles. Faculty then select or "mark" the titles that they want to recommend for purchase. Once they have chosen or marked all of the titles they want to select, they click Recommend to send the selections to the Collection Management librarian. Orders for the titles are then generated and the material arrives at the library within a matter of weeks.

If you are interested in establishing a profile for the GOBI Alerts, contact Roger Stelk, <u>stelkre@whitman.edu</u> or x5909.