**What is a collection development policy? [1]**

* A collection development policy provides information to the library's stakeholders about how the collection is chosen, and it explains who is responsible for making decisions about the collection.
* The purpose of a collection development policy is to create a collection of library materials that supports the library's mission
* Your collection development policy provides information for people who are interested in the library's collection. These people include:
  + the staff who have responsibility for selecting and maintaining the collection under the guidelines set by the governing body,
  + members of the public who may want to know why certain material is or is not included in the collection,
  + and the library's governing body (e.g. public library board, school board), which wants to have a consistent position regarding the library's collection.
  + One important function of the collection development policy is to state the library's position on intellectual freedom and to describe the library's policy and procedures for dealing with complaints about its materials.
* The primary goal of the Library's Collection Development Policy is to provide guidance for the selection and maintenance of collections [2].

**Sample structure/components of a collection development policy**

* Goals
* Objectives
* Responsibility for collection development
* What will be collected, what won’t be collected
* Budget allocations
* General selection guidelines
* Types and formats for information : Audio visual, textual, reference, periodicals, children's, recreational, maps, replacement policy,
* Criteria for material selection

**Sample collection development policies**

1. **Public library links**
   * Georgia public library: [www.georgialibraries.org/lib/collection/shrl.pdf](http://www.georgialibraries.org/lib/collection/shrl.pdf)
   * Denver public library: [www.denverlibrary.org/content/collection-development-policies](http://www.denverlibrary.org/content/collection-development-policies)
   * Newark public library: <http://www.npl.org/Pages/AboutLibrary/colldevpol06.html>

1. **Cultural digital libraries**
   * Digital library of Georgia <http://dlg.galileo.usg.edu/AboutDLG/CollectionDevelopment.html?Welcome>

1. **University digital libraries**
   * Florida State university: <http://www.lib.fsu.edu/files/pdfs/Digital_Initiatives%20Collection%20Development%20Policy%20Final.pdf>
   * University of Texas at Austin: <http://www.lib.utexas.edu/admin/cird/policies/subjects/framework.html>
   * Columbia university: <http://library.columbia.edu/services/collection_policies.html>

**References**

[1] The Purpose of a collection development policy (<http://lili.org/forlibs/ce/able/course1/03purpose.htm>)

[2]Collection development policy for Lance Community College (<http://www.lanecc.edu/library/about/coldev.htm>)