

## COLLECTION DEVELOPMENT

**Policy Number:** 232

**Categorized:** Academic Policies

**Responsible Office:** Chief Academic Officer & Dean of Libraries

**Subject:** A guide to the planned development of a library collection that will meet the educational needs of the learning community of Northern Virginia Community College.

**Related Policies:**

**Procedures:** N/A

**Additional Information:**

**Effective Date:**

**Last Reviewed Date:** 07/29/2021

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### 1. Scope

This applies to the library collections at all Northern Virginia Community College campuses.

### 2. Policy Statement

The Library supports the mission of the College and is an integral part of the instructional program. The Library goal is to provide well-organized access to materials in formats that enhance teaching and learning. The Library strives to build a collection that will support the development of critical thinking skills, and is committed to educating library users to become capable researchers and effective users of the information resources we provide.

Materials will be collected in varied formats that support the mission and goals of the College, the curricula, teaching methods and professional development of the faculty, and special student needs.

Selection of materials is a cooperative responsibility, with participation and recommendations by library faculty, in consultation with the teaching faculty, on an ongoing basis. The Collection Development Librarian is responsible for the coordination of all collection development activities on the campus; final responsibility for selection and quality of these materials across the colleges rests with the Dean of Libraries. The College Libraries have established the following priorities for collection development:

- a. To provide students with resources supporting disciplines, programs and courses offered at the College
- b. To provide faculty and staff with resources supporting their teaching and professional development activities

- c. To provide the campus community with educational and informational resources of reference and general interest

Collection development activities (including selection, regular updating and weeding of materials) will be carried out to provide resources that meet the following criteria:

- a. Items are current and authoritative
- b. Items are in a variety of formats that can be accessed on campus or online
- c. Items support the varied academic levels of community college students
- d. Items present a wide range of viewpoints
- e. Items are available at a cost that is justified in terms of anticipated use

The Libraries do not acquire materials that are consumable or kept outside the Library. The format of the collection reflects the needs of the student population at each campus. NOVA libraries do not accept donations of materials.

Retention of materials is dependent upon specific curricular demands. For specific curricular requirements contact the appropriate campus librarian.

### **3. Definitions**

N/A

### **4. Procedures**

N/A

### **5. Authority**

[Southern Association of Colleges and Schools Commission on Colleges \(SACSCOC\) Principles of Accreditation Standard 11.1](#)