

POLICY AND PROCEDURES

LIBRARY COLLECTION DEVELOPMENT

This policy is important to:

- Current Academic staff members and current students
- External users of the Library
- Other Libraries

POLICY NUMBER: POI111012004

DATE APPROVED: 12 October 2011

POLICY CATEGORY: Information and Communication Technology

POLICY OWNER: University Librarian

1. CONTEXT

The collection development policy provides a framework by which to respond to the needs expressed by the users of the Library. The collection development policy provides clear statements which can be adapted to meet changing needs in the various areas of collection management; e.g. selection and de-selection of materials, acquisition of materials, and development of special collections.

The policy is framed by a focus on content and student requirements rather than format. However, the Library, as a strategic direction in its acquisition of information resources, has a preference for electronic, online information resources to cater for the University's multi campus locations and 24/7 access needs of our students.

The Library's present collection has been established by the parent institutions of Victoria University created in 1991 and incorporates the holdings of Western Melbourne Institute of TAFE (1995-1991), Western Institute (1987-1991) as well as Footscray Institute of Technology (1968-1991). The collections have been developed to support the institution's teaching and learning requirements. Increasingly the Library collection has responded to changes in information technology and trends in publishing and information dissemination. Collection building now involves both the acquisition of resources as well as the negotiation of access to electronic resources on a leased, annual basis. The Library is also now responsible for the collection of institutional research outputs and the maintenance of the Institutional Repository.

2. DEFINITIONS

Special Collections – material that is housed in separate sequence to the main collection, either in open access or closed access, primarily to support the research programs at Victoria University.

Institutional Repository - Victoria University Institutional Repository (VUIR) aims to showcase, disseminate and manage the publicly available research and scholarly outputs from Victoria University staff and higher degree research students.

3. STATEMENT OF POLICY

The Victoria University Library provides access to printed materials, electronic publications and other media formats to support the University's teaching and research programs. Both current and retrospective materials are collected. The coverage is national and international in scope. There is no restriction on the purchase of foreign language material although the collection is predominately English Language. All collection decisions to provide for the needs of our clients need to be balanced against available budget.

The complete text of the Library's Collection Development Policy is on the Library's Home Page – <https://www.vu.edu.au/sites/default/files/collection-development-policy.pdf>

The Library's holdings of monographs and serials are accessible via the WEB Public Access Catalogue (WEBPAC) through the Library's Home Page – <http://library.vu.edu.au>

3.1 Collection

Collection strengths, beyond the expected undergraduate requirements, have been and will continue to be developed as long as they are required to support University teaching and research. Currently collection strengths are in the areas of:

- Law
- Osteopathy
- Human movement
- Exercise science
- Sport
- Recreation
- South-East Asian studies
- Tourism
- Women's studies (monographs)
- Communist and Socialist theory and politics (specifically in Australia and Russia)

3.2 Special Collections

Special Collections have been and will continue to be developed in the areas of:

- Australian History; Literature and Art
- Outer Urban and Social Policy
- Australian Left Wing Political Groups
- Papua New Guinea
- Union of Australian Women
- Multicultural studies and immigration issues

4. PROCEDURES

N/A

"The current official version of this policy is maintained on the Victoria University Central Policy Register and downloading and printing of this policy will produce an uncontrolled copy which may not be current."

5. POLICY ADVISOR

The Manager, Information Resources and Collection Services is responsible for the implementation and maintenance of this policy.

6. RELATED POLICIES AND LEGISLATION

- The complete Collection Development Policy is on the Library web site – <https://www.vu.edu.au/sites/default/files/collection-development-policy.pdf>
- The VU Institutional Repository Policy 'Submission of Research Outputs of VU Staff and Students to the VU Institutional Repository (VUIR)' is on the VU Central Policy Register - <https://policy.vu.edu.au/document/view.php?id=45>
- National Library of Australia Collection Development Policy - <https://www.nla.gov.au/collection-development-policy>

POLICY HISTORY

Version approval date	Summary of changes
12 October 2011 (POI11012004)	Policy reviewed.
24 July 2008 (POI11012003)	Policy reviewed.
11 September 2006 (POI11012002)	Minor amendments
21 July 2005 (POI11012001)	Policy reviewed.
13 July 2004 (POI11012000)	Policy reviewed.
17 June 2004 (POI040809007)	New policy