

## **Welder Library Deselection Policy**

Welder Library endeavors to maintain a current and relevant collection for its users, including strong collections in specific areas to support University of Mary curriculum and research programs. Welder Library evaluates collections regularly, deselecting items in order to make space available for more relevant works, and replacing outdated materials. Careful deselection allows the library to ensure that the collection is not static, while still retaining older materials of lasting value. Materials contributing to on-going teaching and research efforts should be retained or updated, and judicious selection of materials to be "weeded" should be made on an on-going basis.

### Objectives of Deselection

- Increase the relevance of the existing collections to current curricular needs.
- Remove materials that are not needed and provide space for new acquisitions.
- Remove dated or irrelevant titles from the shelves.
- Facilitate browsing by students and faculty.
- Make the most effective use of finite shelf space.
- Utilize acquisitions funds in the most effective manner.
- Cancellation of unnecessary subscriptions or standing orders frees acquisitions funds to acquire other titles that are more responsive to current teaching and research needs.
- Maintain the collections in an acceptable physical condition.
- Ensure preservation of historically significant resources through identification and proper curation of materials.

### Deselection Criteria

- Duplicates.
- Superseded handbooks and reference books, or those whose content is dated or obsolete.
- Older materials on non-academic, more "popular" topics.
- Any book of low relevance and value for the University of Mary user community.
- Items in extremely poor physical condition without hope of repair; some items may be replaced after being withdrawn.
- Item appears to be out of date.
- Collection contains a number of more recent books on the same subject.
- Item is not relevant to the curriculum, nor likely to be used for course research.
- Materials showing little use that are held by many other institutions.

### Deselection Method

Employing deselection criteria, library staff will select items to be withdrawn from the collection. Items will be searched in OCLC WorldCat before holdings are removed, to ensure the University of Mary is not the sole remaining holder and to ensure that copies of significant works are retained in the library collection; duplicates or extra editions of these works may be withdrawn. Items listed as missing in the library catalog for longer than one year will be reviewed for replacement or withdrawal.

Faculty or a faculty team will be asked to review items selected for withdrawal by library staff before they are formally removed from the collection. Items faculty select for retention in the library collection will be retained.

#### Disposal of Deselected Materials

Items may be donated to other libraries or non-profit organizations. When cost-effective, the library will attempt to identify other libraries or non-profit institutions which may be able to take materials that still have value, but which for various reasons have been removed from the Welder Library collection. The last disposal method will consist of offering deselected materials to free to faculty and students.

Approved by President's Council, February 12, 2019