

## **PHILOSOPHY OF MATERIALS SELECTIONS/COLLECTION DEVELOPMENT**

The El Camino College Library is committed to serving the curricular, information, and leisure needs of the students, faculty, staff, and the community at large through the professional selection of print, non-print, and electronic materials.

Within the constraints of available funding, facilities, and staffing, the Library will seek to build and maintain a broad-based collection of high quality up-to-date library materials which support the academic, vocational training, and recreational needs of the college's unique and diverse population. The primary principle guiding the development of library collections at El Camino is support of the curriculum and academic programs of the College.

Faculty members are encouraged to recommend titles in their areas of expertise and to review their subject area materials and make recommendations of items that should be retained or removed. The librarians have the final responsibility for maintaining a well-balanced materials collection.

## **POLICY FOR WEEDING THE COLLECTION**

### **WHY IS THE COLLECTION WEDED?**

In keeping with the Library's mission statement to support the curriculum and assist the students in reaching their academic and vocational goals, the Library seeks to achieve a well-balanced, relevant and usable library collection. To accomplish this, it is important to frequently evaluate and assess the contents of the collection and, use the criteria listed below, to weed materials that are no longer useful.

### **WHEN IS THE COLLECTION WEDED?**

Some subject areas of the collection need to be weeded more frequently than others to insure current and relevant information is being offered in those areas. A general weeding should be scheduled at least once every ten years.

### **WHAT CRITERIA ARE USED TO WEED THE COLLECTION?**

The selection of materials to be weeded is based on the following:

1. Materials which do not support the current Compton College curriculum.
2. Duplicates for titles that do not show a demand for multiple copies.
3. Materials that are in such bad repair they are beyond reasonable preservation.
4. Items that do not receive use. Exceptions would be those items considered to be classics or subject related respected works.
5. Items that have been superseded by new editions, that, in themselves do not contain unique information or offer historical content.

### **WHO WEEDS THE COLLECTION**

The Library Services Coordinator, in conjunction with the full and part-time librarians, establishes a schedule for weeding. Librarians with interest and expertise in specific subject areas are requested to weed those areas.

Department chairs and program directors are invited from time to time to visit the Library, peruse the collection that pertains to their subject area, and make recommendations for additions and deletions.

The Library Services Coordinator will review the items pulled from the shelves as a final step before they are deleted from the automation system, recorded for statistics, stamped discarded and desensitized. Recommendations for acquisitions come from the deletions in many cases.

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