



Thompson Rivers University Library Collection Development Guiding Principles and Guidelines

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Thompson Rivers University Library Collection Development Guiding Principles and Guidelines

In keeping with the vision and values articulated in its 2019 Strategic Plan, the Thompson Rivers University Library advances inquiry, discovery and engagement by providing the TRU Community with quality resources, services and technologies to support teaching, learning and research.

TRU Library provides the strongest collections and access to information resources for the support of university teaching, learning and research that available funding will permit. These guidelines are a primary tool for planning the orderly and fiscally responsible development of the Library collections.

Responsibility for Collection Development and Selection

The ultimate responsibility for the library collection is that of the University Librarian, with the Collection Services Librarian coordinating and managing collection development and acquisition of resources. Selection and evaluation of library materials is the responsibility of liaison librarians within their designated subjects, with instructional faculty input sought and welcomed. Each librarian has responsibilities as a dedicated liaison to TRU departments. The Library welcomes faculty, student and staff recommendations for materials; submitted online via the purchase recommendation form on the library's website https://www.tru.ca/forms/library/resources/faculty_orders/ or by contacting the departmental liaison librarian.

Guiding Principles

- The Library acquires and provides access to information resources in support of, and appropriate to, the level of the instructional programs of the University.
- The Library also acquires materials and provides access to resources in support of the research needs of the faculty, when feasible.
- TRU Library has membership in various library consortia, the benefits of which include discounted pricing and favourable terms on licensed resources; interlibrary loan and reciprocal borrowing programs; sharing expertise and increasing capacity and infrastructure to enhance learning, teaching, student experiences, and research at member institutions.
- To properly support faculty and advanced student research, the library collection is supplemented by a robust interlibrary loan (ILL) program; materials are supplied at no cost to the requestor
- Materials are in the English language; materials in languages other than English are purchased only if there is a demonstrated curricular need
- Emphasis is on recent and currently published materials, while recognizing that there may be legitimate reasons for retrospective collection building in certain areas
- Priority may be assigned to developing collections to support new programs and courses
- The Library adheres to the Statement on Intellectual Freedom and Libraries of the Canadian Federation of Library Associations
- Purchase of duplicate copies is avoided (there is greater emphasis on the acquisition of unique material and an expectation that the course reserve system and/or electronic versions will be used for high demand titles)
- Prospective donations should fall within the guiding principles and selection guidelines in the document. For more information, refer to https://www.tru.ca/library/about_us/policies/donations.html

Selection Guidelines

In addition to the guiding principles outlined above, the Library uses the following criteria to select appropriate resources:

- Currency and relevancy of the material
- Authority (reputation and credentials of the author, issuing body, and/or publisher)
- Subject coverage and scope; ability to strengthen existing collection and fill gaps
- Importance of the work to the field
- Favourable review in reputable reviewing sources and/or inclusion in bibliographies or other selection aids.
- Predicted future demand, or demonstrated demand via metrics such as ebook usage and interlibrary loan requests
- Budget considerations; cost of item in relation to perceived value

Format Considerations

BOOKS/EBOOKS

- Electronic books (ebooks), if available for licensing, are preferred over print formats.
- Unlimited simultaneous user (USU) versions of ebooks are preferred when the cost is \$200.00 US or less. This is not always possible, due to publisher restrictions.
- One- and three-user versions of ebooks are upgraded to USU when there is high demand and USU is available
- Print books are acquired when no ebook version exists, or at the discretion of the liaison librarian and/or Collection Services librarian. Paperbacks are preferred over hardcover.
- The Library does not acquire textbooks for the collection, the exception being materials that are considered to have lasting value to the collection. Refer to https://www.tru.ca/library/about_us/policies/textbookpolicy.html for more information.
- Consumables, such as laboratory manuals and workbooks are not acquired for the collection
- The Library acquires exam preparation guides selectively in ebook format, if available for unlimited simultaneous user access.

JOURNALS, PERIODICALS, AND NEWSPAPERS

Packages

The primary method by which the Library acquires journals, periodicals and newspapers is by licensing online fulltext packages from publishers and vendor aggregators. The Library licenses these packages via consortia at substantially discounted pricing.

Individual Library Subscriptions

The Library has a small number of “one-off” institutional online journal subscriptions that support instructional programs and research. Budget constraints and inflationary increases have made it difficult for the Library to add new subscriptions. The Library strongly encourages faculty and students to use the Library’s interlibrary loan service to obtain articles that are not available in the Library’s full text packages and institutional subscriptions.

Newspapers

Access to provincial, national and international newspapers is via online fulltext databases.

GOVERNMENT DOCUMENTS

The Library adds very few print government documents to the collection. The Library includes electronic versions of Canadian and BC government documents in the collection when it considers the documents to be of importance to the region and/or the curriculum.

The Government of Canada Publications website and the BC Legislative Library provide access to hundreds of thousands of electronic government documents. The TRU Library relies on these sites to support researchers’ needs.

STREAMING MEDIA AND DVDs

The Library supports the curriculum through selective licensing/purchase of streaming media and DVDs, whether single titles or packages.

Licensing, hosting requirements, and cost are important factors in decisions to approve or deny requests for streaming media and DVDs.

Other Considerations in Audiovisual Media Purchasing

- Educational use/public performance rights (essential)
- Amount spent in previous three fiscal years on media for a department/discipline
- Availability of closed captioning
- Predicted future demand
- Alternative content already in the library collection

ELECTRONIC RESOURCES

The guiding principles and selection guidelines in this document apply to electronic resources.

Additional Criteria for Consideration in Evaluation, Selection, and Renewal of Electronic Resources

- License should offer IP authentication and multiple concurrent users
- The electronic resource should work with all web browsers
- Discoverability in Library's Discover layer
- The electronic resource should be user-friendly, easy-to-use, and be intuitive to navigate. The product should provide the user with appropriate menus, help screens, or/and tutorials.
- The electronic resource should support multiple export options (email, printing, and downloading) and work with multiple bibliographic citation utilities
- Permitted uses for the TRU Library that conform to the CRKN Model License are preferred
- Support of multiple disciplines
- Amount of unique content / overlap with existing electronic resource packages
- Counter R5 compliance with SUSHI harvesting
- Usage and cost per use
- Price and ongoing maintenance costs
- Consortial purchase options are preferred over direct
- Access (digital rights management)
- Quality and availability of MARC records for ebooks and media
- Local loading and perpetual access rights
- Responsive technical support
- Exam preparation and specialized testing software are not acquired

Review of Electronic Resources

Depending on the license term and budget considerations, the Library reviews electronic resources subscriptions every one to three years. Review of electronic resources focuses on such factors as cost per use; assessing the value to the instructional program(s) and research, and content overlap.