INFS 326: COLLECTION DEVELOPMENT
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Lecturer: FLORENCE O. ENTSUA-MENSAH (MRS.)
COLLECTION DEVELOPMENT POLICIES (CDP)

Why the policy? | its Functions | Components of the Policy.
CDP Defined

• A formal written statement of the principles guiding a library's selection of materials, including the criteria used in making selection and deselection decisions (fields covered, degrees of specialization, levels of difficulty, languages, formats, balance, etc.) and policies concerning gifts and exchanges.

(Online Dictionary of Library and Information Science, 2016)
CDP Defined

• CDP represents a written compilation of the library’s plans geared to correcting weakness as well as maintaining the strength of the collection (Wood & Hoffman, 2002).

• A collection development policy must provide the library with knowledge about the goals, objectives and priorities of the institutions.
A collection development policy is essential for a balanced and dynamic collection as it specifies the scope of the collection, authority for selection, criteria for allocation of funds and for selection of various types of materials, priorities in selection and criteria for weeding.
The Need for a CDP

• Rapid collection development without a plan will not likely lead to an excellent collection.

• In an academic setting, where faculty members have to collect materials for acquisition, several points of view come in to play.
Functions of CDP

• It informs everyone about the nature and scope of the collection, i.e. both the library staff and users.

• It informs every one about collection priorities.

• It generates some degree of commitment in meeting organisational goals.
Functions of CDP

Cont’d.

• It reduces the influence of single selector and personal biases.
• It serves as a training or orientation tool for new staff.
• It helps to ensure a degree of consistency over time and in spite of staff turnover.
• It helps staff in handling complaints.
Functions of CDP

Cont’d.

• It helps in weeding and evaluating the collection.
• It helps in rationalizing budget allocation.
• It provides outsiders with information about the purpose of collection development and therefore acts as a public relation document.
Components of a CDP

Basically, a collection development policy should include the following:

• A general overview of the objectives of the library.
• A description of the community/users.
• What material to acquire.
• In what quantities.
• Who does the selection?
Components of a CDP

- Who does the acquisition?
- Budgetary allocation by subjects.
- Provision for newer subjects.
- Methods of weeding.
- Methods of preservation.
- Methods of evaluation.
- Gifts/Donations policy.
Advantages of CDP

• It ensures balanced coverage of subjects.
• It provides adequate budgetary support.
• It ensures consistency in the collection.
• It helps in educating new staff.
• It becomes a source of defence in times of controversy.
Disadvantages of CDP

• Class Discussion...
  • Think of some possible disadvantages of CDP
    • Library size vs. Cost (Money + Time) invested in policy development. Is it worth the while always?
References

• The online Dictionary of Library and Information Science (ODLIS), 2016.

Any Questions?  Thank you!