



<b>Title:</b>	Collection Development Policy
<b>Effective Date:</b>	08/01/2020
<b>Last Revision Date:</b>	N/A
<b>Office:</b>	Library Services

## Collection Development Policy

### Purpose

The Collection Development Policy provides guidelines for developing and managing the online collection of the Northshore Technical Community College.

### Background and Rationale

The NTCC Gator Library is committed to developing and maintaining a robust e-collection of high-quality resources with its primary goal of supporting NTCC's general education and technical programs.

The NTCC Gator Library supports the American Library Association's Library Bill of Rights ([www.ala.org/advocacy/intfreedom/librarybill](http://www.ala.org/advocacy/intfreedom/librarybill)), its Freedom To Read Statement ([www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement](http://www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement)) and its statement on Challenged Materials ([www.ala.org/advocacy/intfreedom/librarybill/interpretations/challengedmaterials](http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/challengedmaterials)). We support the free exchange of all ideas and opinions to support academic freedom at NTCC. Collection management and selection decisions will be made independently of interest group pressure or coercion of any sort. The Library's collections will be made available to all patrons of the community served. No materials will be censored by the Library faculty or staff. The Library will endeavor, within the limits of available resources, to present all sides or positions of an issue within the collection. If any individual or group issues a complaint of censorship against the Library or the College, that person or group will be referred to this policy and the three ALA documents mentioned above. If necessary, the Library will reply verbally or in writing to the person or group making the complaint.

### Policy

Selection priority is given to instructional materials that meet at least one of the following criteria:

- Material is relevant to the curriculum.
- Material supports student academic achievement.
- Material supports personal development.
- Material aids in the attainment of information literacy competencies.
- Material supports career goals.
- Material supports initiatives of NTCC, LCTCS, and/or the Louisiana Board of Regents.



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The Director of Library Services has final responsibility for development and maintenance of the collection. Librarians, faculty, staff, and students may make recommendations and may be asked to analyze and evaluate materials for selection.

### **E-Textbooks and Affordable Educational Resources**

NTCC encourages the use of affordable educational resources with the support of the OER and Curriculum Support Librarian to ensure:

- The material is accessible to all NTCC students, faculty, and staff.
- The cost of the material is able to be supported by the Library budget.
- The material is accessible by multiple users at one time.

### **Procedure**

The NTCC Gator Library collects materials in electronic-only formats to support the programs and students in those programs at NTCC. Common e-materials purchased include: eBooks, eMagazines, eNewspapers, eJournals, and Videos.

Requests are evaluated by the Director of Library Services in terms of elements including scope, cost, and quality. Resources must be credible and reliable, broadly relevant to the programs at NTCC, and adhere to the requirements of this collection development policy.

Guidelines for selecting material is based on the following:

- Relevance to the curriculum-based needs of students
- Relevance to the instructional needs of the faculty
- Probable need based on existing programs and collections
- Appropriate academic level of subject treatment and presentation
- Intellectual content and scholarly worth
- Currency and longevity as a valuable source
- Price and accessibility (unlimited access)

### *Review Process:*

<b>X</b>	<b>Reviewing Entity</b>	<b>Review Date</b>	<b>Effective Date</b>
X	Chancellor	06/30/2020	08/01/2020
X	College Leadership Committee	06/30/2020	08/01/2020
X	Academic Affairs Committee	06/30/2020	08/01/2020

### *Distribution:*

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