COLLECTION DEVELOPMENT POLICY STATEMENT

INTERNATIONAL RELATIONS

Date: March 2008

Collection Development Librarian: David Ettinger

I. PURPOSE/PROGRAM SUPPORT

The library’s collection in international relations principally supports the Elliott School of International Affairs, which offers multidisciplinary programs leading to the Bachelor of Arts and Master of Arts in international affairs. The School’s undergraduate program provides students with a broad background in the general area of international affairs, while the graduate program prepares students for professional positions for a broad range of careers in the international field. The collection additionally supports the Department of Political Science, which offers a Bachelor of Arts, Master of Arts, and Ph.D. with a major or minor in international relations.

As of Spring 2008, over 2,000 undergraduates and more than 700 graduate students were enrolled in the School which has a total of 278 faculty members (60 budgeted of which 41 are tenure track, 9 contract, 4 visiting, and 6 research; 89 non-budgeted, and 129 part-time). The Political Science Department had 700 undergraduate majors, all of whom are required to take at least one international relations course, 50 Ph.D. candidates focusing on international relations, and 30 graduate students minoring in international relations. There were 31 faculty members in the department specializing in international relations or comparative politics.

The goal of the library is to support the program as broadly as possible, meeting both the curricular needs of students and the individual research interests of faculty, which include, among other things, the subjects of world politics, international political theory, international law and organizations, conflict resolution, globalization, and U.S. foreign policy.

II. AREA RESOURCES

A. Washington Research Library Consortium (WRLC)
Researchers may draw upon the individual collections of the libraries within the Washington Research Library Consortium. Those at American and Georgetown Universities are particularly strong in this area.

B. Other area resources

The Washington area has an abundance of resources on international relations to which students and faculty have access, including the holdings of academic libraries outside the Washington Research Library Consortium, the Library of Congress, and specialized collections such as those maintained by government agencies, research organizations, and international or private institutions involved in international affairs.

Faculty and graduate students have access and borrowing privileges at the Chesapeake Information and Research Library Alliance (CIRLA) libraries.

III. GENERAL COLLECTION GUIDELINES

A. Language

English is the primary language of collection. Foreign-language materials are acquired selectively.

B. Period of Coverage

Emphasis is on current scholarship (i.e., post-World War II).

C. Dates of Publication

Current scholarship is emphasized; older materials are acquired selectively.

D. Geographical

As the various area studies programs at the Elliott School have their own collection development policies, there is no particular geographic focus except for the United States.

E. Treatment of Subject

The focus is on scholarly materials treating all aspects of international relations. Popular works bearing on current world affairs are acquired selectively.

IV. DESCRIPTION OF MATERIALS AND FORMAT

Print materials acquired include standard reference sources, circulating monographs, multi-author anthologies, monographic series, and periodicals. In recent years, increasing attention has been devoted to the acquisition of electronic materials such as
e-journals and online databases supporting research. Media resources such as DVDs are considered for purchase upon faculty request contingent on the expectation of repeated use.

V. SPECIAL CONSIDERATIONS

Collection development in international relations is complemented by the acquisition policies of other departments and programs including political science, international development, international security studies, and the various area studies programs. The collection development librarian shares responsibility for acquiring materials with colleagues responsible for building collections in those areas.

VI. DUPLICATION

In general, duplicate copies of a title are not purchased, the operative principle being to purchase more titles rather than extra copies of individual titles. However, if warranted by demand, e.g., reserve readings, duplicate copies will be bought on a case-by-case basis.

VII. SELECTION METHODS

A. Selection of new materials generally occurs through five sources:

1. The approval plan through Blackwell Book Services is monitored on a regular basis to ensure the profile meets our needs. Any changes in the curriculum, as indicated through library impact statements, are examined against possible changes in the approval profile.

2. Firm orders are initiated by the collection development librarian. Firm order requests from faculty and students are reviewed and approved by the collection development librarian.

3. Standing orders, memberships, and serial title requests are initiated by the collection development librarian, either independently or in consultation with faculty.

4. Gifts are accepted under the same guidelines as other acquisitions. They must meet the criteria outlined in this policy.

5. The library participates selectively in the Federal Depository Library Program; the collection development librarian review documents available through the U.S.G.P.O. for access or inclusion in the collection.

B. Deselection
The deselection process may be initiated by library staff, faculty, or the collection development librarian. Final decisions on deselection are made by the collection development librarian. Items considered for deselection will be checked for general condition, current availability, and continuing value of content.

VIII. LIBRARY OF CONGRESS CLASSIFICATION

Most books on international relations, world politics, U.S. foreign policy, and related general areas are classified in the JX, JZ, KZ, and parts of the D and E call number ranges.