COLLECTION DEVELOPMENT POLICY STATEMENT

SOCIOLOGY

Date: January 2005
Collection Development Librarian: Vera Fullerton

I. PURPOSE/PROGRAM SUPPORT

The collection supports teaching and research in the field of sociology, criminology and human services as it relates to the curriculum and research interests of the Sociology department of the Columbian College Arts and Sciences. Teaching and research emphasize deviant behavior, sociology of sex and gender, urban sociology, contemporary sociological theory, criminology, and the sociology of race and ethnic relations. Undergraduate degrees include a B.A. in sociology, criminal justice or human services. A minor in sociology, criminal justice or human services is also available. Graduate degrees include an M.A. in Sociology or Criminal Justice (offered jointly with the Department of Forensic Sciences) and a Ph.D. in Race and Public Policy.

The faculty of the Sociology department is comprised of 14 full-time and 14 part-time faculty. Approximately 300 undergraduates declare sociology, criminal justice or human services as their major and 50 students are enrolled in the department’s graduate programs.

II. AREA RESOURCES

A. Washington Research Library Consortium (WRLC)

Students and faculty may take advantage of the resources of the other members of the Washington Research Library Consortium either through direct borrowing or through the Consortium Loan Service.

B. Other area resources

Faculty and graduate students have access and borrowing privileges at the Chesapeake Information and Research Library Alliance (CIRLA) libraries. Faculty and graduate students will find the collections available at Howard University and Johns Hopkins University to be of interest. Resources available at the Library of Congress may be of interest to faculty, graduate and undergraduates.

III. GENERAL COLLECTION GUIDELINES
A. Language

English is the primary language for collecting.

B. Period of Coverage

The post-World World II period is the primary time period covered, with emphasis on current issues and recent policy developments.

C. Dates of Publication

The emphasis is on current scholarship. Important retrospective works may be acquired selectively.

D. Geographical

The emphasis is on the United States with some secondary consideration of comparative sociological works.

E. Treatment of Subject

Emphasis is on scholarly or practitioner-oriented material. Popular materials are collected on a very limited basis. Undergraduate, graduate, and specialist levels are included in the collection. Textbooks are collected very selectively unless they become classic works in the field. Reference material, including handbooks and encyclopedias, may be acquired selectively.

IV. DESCRIPTION OF MATERIALS AND FORMAT

Materials in several formats will be collected including monographs and serials. DVDs and other videos are ordered upon request by faculty. Electronic full text is the preferred format for journal articles.

V. SPECIAL CONSIDERATIONS

The library’s collections in support of policy, psychology, anthropology, forensic sciences and education are relevant to sociology as well.

VI. DUPLICATION

In general, duplicate copies of a title are not purchased, the operating principle being to purchase more titles rather than extra copies of individual titles. However, if demand warrants, e.g. reserve readings, duplicate copies are bought on a case by case basis. Additional copies of titles may be accepted as gifts.

VII. SELECTION METHODS
A. Selection of new materials generally occurs through 5 sources:

1. The approval plan through Blackwell’s 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 requests are initiated by the collection development librarian.

4. Gifts are accepted under the same guidelines as other acquisitions. They must fit the criteria spelled out in this collection development policy.

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

B. Deselection

The deselection process can be initiated by Gelman staff, by faculty, or by the collection development librarian. Final decisions on deselection are made by the collection development librarian. Items are checked for general condition, availability of newer or replacement editions and the continuing value of the content.

VIII. LIBRARY OF CONGRESS CLASSIFICATION

Sociology is primarily covered by the Library of Congress classification HM-HX.