

COLLECTION DEVELOPMENT IN LIBRARIES

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Location & Time:
Bobst Avery Fisher Center
Monday 6:30-8:20

Office Hours
Monday 5:00-6:30

Note: This syllabus is also available on the course Blackboard site. Please refer to the schedule of classes that comes at the end of this syllabus for the weekly readings.

Objectives of the course:

To examine the principles, issues and best practices related to the development of a library collection serving an academic or research community in a college, university, public or special library environment. We will consider methods for identifying the needs of a user community, designing a collection policy, selecting and acquiring library materials in all formats, making decisions related to a collection's management and preservation, and evaluating the quality and appropriateness of an existing collection. Particular issues we will address along the way include:

- Types of library collections: instructional, research, special collection
- User communities: undergraduates, humanists, social scientists, scientists, independent researchers
- Methodologies for liaison with library users
- Building a collection policy
- Shaping an approval plan
- Issues of cooperative collection development
- Working with library vendors
- The world of publishing
- Unique features of acquiring and licensing electronic resources
- Making preservation decisions
- Issues of storage – offsite, archival, electronic backfiles & repositories
- The impact of inter-library borrowing and access
- The role of consortia in building collections

Palmer School Learning Objectives:

This course, which focuses on the principles employed in building a library collection in the context of the needs of a community of users engaged in teaching, learning and research, addresses all of the learning outcomes in GOAL I, which addresses the principles, ethics and philosophy of the profession in the context of serving a library's patrons, institutions and communities. Specifically, students will be able to:

- a. Explain and apply the foundations and principles of the library and information science professions.

The course also addresses skills addressed in GOAL IV, which addresses the staffing, management and leadership of libraries and information centers of all types. Specifically, students will be able to:

b. Explain and apply principles and practices of management and leadership.

This course will also touch upon the skills addressed in GOAL III:

1. Evaluate and use information resources and services to meet the needs of diverse populations;
2. Develop and deliver information programs designed to meet the needs of specific users and communities;
3. Integrate technology into programs and services.

Assignments:

MAJOR PROJECT [50%]: Each student will choose an academic or other research institution. The student will assume fictional responsibility for a subject area, instructional or special collection within that library. The student will study the user community served by the collection for which s/he assumes responsibility and also evaluate any historical, consortial or other factors that may influence the appropriate shape of that collection. The student will develop a detailed, written plan for liaison with the user community. The student will produce a written evaluation of the existing condition of the collection under his or her care, including recommendations for improving its quality and/or more closely matching it to the needs of the user community. The student will write a full collection policy statement for the collection, including recommendations for the appropriate physical management and preservation of the collection. Finally, the student will develop a sample lesson plan for a bibliographic instruction session targeted at students using the collection. Due dates for the specific written portions of the Major Project are specified in the schedule of classes below. A fuller description of the project is available on the course Blackboard site. Please also remember to upload your Project into the Palmer School's Digital Portfolio at the end of this semester.

ORAL PRESENTATION [10%]: Over the course of the semester, each student will be make a brief, 15-minute presentation, describing the collection for which s/he has taken responsibility, the user community it serves and the conditions that shape its development and management.

FINAL EXAMINATION [20%]: There will be a final examination, consisting of three essay questions, chosen from a list of five, addressing major issues treated in the course.

DISCUSSION FORUM POSTS: [10%]: Each student is expected to make a brief post to the week's discussion forum on the course Blackboard site, summarizing their thoughts on the week's readings.

CLASS PARTICIPATION [10%]: Students are expected to participate actively in class discussions.

Palmer Incomplete Policy: An Incomplete grade is assigned when, due to extenuating circumstances, a student needs additional time to complete a course. Students must submit a written request - with appropriate documentation (e.g. doctor's note) to the professor and to the dean for the Incomplete. If the request is approved, the professor will assign the Incomplete grade as per LIU policy.

Class Attendance Policy: Regular class attendance is expected. If you miss two (2) or more class sessions for any reason, you will earn an F for the class.

Assigned & recommended readings:

NOTE: The two Thompson books are available at the Bobst Library Reserves Desk on LL2 of Bobst Library. All texts that are available freely on the internet (most) have links provided here and can also be accessed from the "Contents" section of the course Blackboard page. The few texts that are available from licensed electronic sources can be accessed from any terminal in Bobst Library.

Ross Atkinson. "Six Key Challenges for the Future of Collection Development," at the Janus Conference, Ithaca NY, 2005. – This article is found on the Janus Conference Publication site:
<http://dspace.library.cornell.edu/handle/1813/2608>

An Audit Checklist for Certification of Trusted Digital Repositories. RLG, 2005 –
https://www.crl.edu/sites/default/files/d6/attachments/pages/trac_0.pdf

Sidney E. Berger & Michele V. Cloonan, "The Continuing Development of Special Collections Librarianship," *Library Trends* 52(1): Summer 2003, 9-13. – Available online at NYU Libraries - Check BobCat.

William S. Brockman, Laura Neumann, Carole L. Palmer, Tonyia J. Tidline, *Scholarly Work in the Humanities and the Evolving Information Environment.* Washington, D.C.: Council on Library and Information Resources, 2001. - <http://www.clir.org/pubs/reports/pub104/contents.html>

P. Clayton & G.E. Gorman, "Updating Conspectus for a Digital Age," *Library Collections, Acquisitions and Technical Services* 26 (3) 2002, 253-58. – Available online at NYU Libraries - Check BobCat.

Dan Cohen's Blog – worth following generally, at: <http://www.dancohen.org/>

The CUNY Digital Humanities Initiative Blog – worth following, at: <http://cunydh.commons.gc.cuny.edu/>

Michael A. Elliott, "The Future of the Monograph in the Digital Era: A Report to the Andrew W. Mellon Foundation," *The Journal of Electronic Publishing* 18:4 (Fall 2015) -
<http://quod.lib.umich.edu/jjep/3336451.0018.407?view=text:rgn=main>.

Kathleen Fitzpatrick, *Planned Obsolescence: Publishing, Technology, and the Future of the Academy.* New York: NYU Press, 2011. – You can also read on the MediaCommons site:
<http://mediacommons.futureofthebook.org/content/planned-obsolescence-publishing-technology-and-future-academy>

Edward A. Goedeken & Karen Lawson, "The Past, Present, and Future of Demand-Driven Acquisitions in Academic Libraries," *College & Research Libraries* (March 2015) pp. 205-221 - Available online at NYU Libraries - Check BobCat.

Clayton Hayes & Robert P. Holley, "The University Press: Trends, Initiatives and Collaborations over the Past Several Years," *Collection Building* 33:3 (2014) pp. 73-80. Available at NYU
at: https://getit.library.nyu.edu/link_router/index/126835891

Dan Hazen, "Rethinking Collections in the Harvard College Library: A Policy Framework for Straitened Times, and Beyond. – http://hcl.harvard.edu/collections/hcl_collections_content_strategy.pdf

Mary Jackson, Lynn Connaway, Edward O'Neill, Eudora Loh, *Changing Global Book Collection Patterns in ARL Libraries.* Washington, D.C.: Association of Research Libraries, 2006 -
http://www.arl.org/resources/pubs/grn_global_book.shtml

Janice M. Jaguszewski & Karen Williams, "New Roles for New Times: Transforming Liaison Roles in Research Libraries." Association of Research Libraries, August 2013 –
<http://www.arl.org/storage/documents/publications/NRNT-Liaison-Roles-final.pdf>

Michael Jensen, "Scholarly Publishing in the New Era of Scarcity," a talk delivered at the June 2009 meeting of the Association of American University Presses, June 2009 – watch it on the Web at - <http://www.nap.edu/staff/mjensen/scarcity.html>

Douglas Jones. "On-Demand Information Delivery: Integration of Patron-Driven Acquisition into a Comprehensive Information Delivery System," in: *Journal of Library Administration* 51 (2011) 764-776. Available online at NYU at: <http://web.a.ebscohost.com/ehost/command/detail?sid=0d608e88-b89d-4147-85fb-20e7ba73e6e6%40sessionmgr4002&vid=0&hid=4109&bdata=JnNpdGU9ZWwhvc3QtbGl2ZQ%3d%3d#db=eue&jid=LIA>

Anne R. Kenney, *Leveraging the Liaison Model: From Defining 21st Century Research Libraries to Implementing 21st Century Research Libraries*. Ithaca S+R, 2014. Available as pdf on the course website.

Robert H. Kieft & Lizanne Payne, "Collective Collection, Collective Action," in: *Collection Management* 37 (2012) 137-152 – Available online at NYU Libraries - Check BobCat.

Greg Landgraf, "\$1-Billion NYPL Expansion to Add Branches, Technology," *American Libraries* 39 (May 2008) p. 21 – <http://vnweb.hwwilsonweb.com/hww/jumpstart.jhtml?recid=0bc05f7a67b1790ef06938c5cc103c1cffe29fd6c1956a1daad444a8db391050dfab8679de7933ac&fmt=P>

Frank McCown et al., "Why Websites Are Lost (and How They're Sometimes Found)," *Communications of the ACM* 52:11 (Nov. 2009) - <http://www.harding.edu/fmccown/pubs/lost-website-survey-cacm-all-in-one.pdf>

Jerome McDonough et al., *Preserving Virtual Worlds: Final Report* (2010) - <http://hdl.handle.net/2142/17097>

Blanca San Jose Montano, "The New Paradigm of Collection Management in University Libraries: from Crisis to Revolution," *Collection Building* 33:3 (2014) pp. 90-97. Available at NYU at: https://getit.library.nyu.edu/link_router/index/126835891

National Information Standards Organization. Shared E-Resource Understanding (SERU): *Draft Recommended Practice Document* – See Website at: <http://www.niso.org/committees/SERU/>

Naomi L. Nelson, et al. SPEC Kit 329: *Managing Born-Digital Special Collections and Archival Materials*. Washington, D.C.: Association of Research Libraries, 2012 – <http://publications.arl.org/Managing-Born-Digital-Special-Collections-and-Archival-Materials-SPEC-Kit-329>

NERL Model License - <http://nerl.org/nerl-documents/nerl-model-license>

Norman Oder & John Berry, "NYPL Announces \$1 Billion Makeover," *Library Journal* 133 (April 1, 2008) pp. 14-15 – <http://vnweb.hwwilsonweb.com/hww/jumpstart.jhtml?recid=0bc05f7a67b1790ef06938c5cc103c1cffe29fd6c1956a1d2795d1a59cce3d8747737ee0b6b597dd&fmt=P>

Norman Oder, "'One NYPL,' Many Questions," *Library Journal* 132 (November 1, 2007) pp. 12-13 – <http://vnweb.hwwilsonweb.com/hww/jumpstart.jhtml?recid=0bc05f7a67b1790ef06938c5cc103c1cab51c4c0bf59ddd9e458a0017145b6bbfe0e6554bf238985&fmt=P>

Sherelyn Ogden, ed. Leaflets 1: "What Is Preservation Planning." *Preservation of Library & Archival Materials: A Manual*. 3rd ed. Andover, MA: Northeast Document Conservation Center, 1999 - http://www.nedcc.org/resources/leaflets/1Planning_and_Prioritizing/01WhatIsPreservationPlanning.php

Carmelita Pickett, Simona Tabacaru & Jeanne Harrell, "E-Approval Plans in Research Libraries," *College & Research Libraries* (March 2014) pp. 218-231 - Available as pdf on the class website.

"Preservation of Audiovisual Collections Moving Images," *International Preservation News*, No. 47 (2009) – The entire issue is worth reading, but you might focus on Nan Rubin, "Preserving Digital Public Television: Is There Life after Broadcasting," – entire issue at: http://www.ifla.org/files/pac/IPN_47_web.pdf

John Rodwell & Linden Fairbairn, "Dangerous Liaisons?: Defining the faculty liaison service model, its effectiveness and sustainability," in: *Library Management*, vol. 29 (2008), pp. 116-124 – Available online at NYU Libraries - Check BobCat.

RUSA Guidelines. "Guidelines for Liaison Work in Managing Collections and Services," in: *Reference & User Services Quarterly*, Fall 2010, pp. 97-98. – Available online at NYU Libraries - Check BobCat.

Roger Schonfeld, "Taking Stock: Sharing Responsibility for Print Preservation," *Ithaka Issue Brief* - Available as pdf in Course Content.

Katherine M. Shelfer, "Librarians as Liaisons: A Risk Management Perspective," *Journal of the Library Administration & Management Section* (Spring 2014) pp. 21-32. Available as pdf on the course website.

A. Arro Smith & Stephanie Langenkamp, "Indexed Collection Budget Allocations: A Tool for Quantitative Collection Development Based on Circulation," *Public Libraries* 46 (September/October 2007) pp. 50-54 – <http://vnweb.hwwilsonweb.com/hww/jumpstart.jhtml?recid=0bc05f7a67b1790ef06938c5cc103c1cab51c4c0bf59ddd92078d5af23bc7dc9400558f24cebf2d2&fmt=P>

Abby Smith, *New Model Scholarship: How Will It Survive?* Washington, D.C.: Council on Library and Information Resources, 2003 - <http://www.clir.org/pubs/reports/pub114/contents.html>

Bob Stein, "A Defense of Pagination," Post on *if:book A Project of the Institute for the Future of the Book* - http://www.futureofthebook.org/blog/archives/2010/12/a_defense_of_pagination.html

Michael Stoller, "Building Library Collections: It's Still About the User," *Collection Building* 25.1 (2005) - Available as pdf in Course Content.

Michael Stoller, "Collection Development and Survival in the "Mostly Digital" Library," *Against the Grain* 18:4 (September 2006) - http://docs.lib.purdue.edu/do/search/?q=author_lname%3A%22Stoller%22%20AND%20author_fname%3A%22Michael%22&start=0&context=119483&sort=date_desc.

Sean Swanick & Jennifer Garland, "Curating Print Collections in the Digital Age," *Collection Building* 33:4 (2014) pp. 132-134. Available online at NYU Libraries - Check BobCat.

John B. Thompson, *Books in the Digital Age: The Transformation of Academic and Higher Education Publishing in Britain and the United States*. Cambridge: Polity Press, 2005.

John B. Thompson. *Merchants of Culture: The Publishing Business in the Twenty-First Century*. Cambridge: Polity Press, 2010.

Schedule of Classes:

1. INTRODUCTION (SEPT. 12):

- Introduction to the Course
- Discussion of the Major Project & Oral Presentation
- The Nature of Large Libraries
- What are Library Collections & What is Collection Development?

2: THE CHANGING WORLD OF KNOWLEDGE (SEPT. 19):

- The Scholarly Monograph – rising numbers & falling sales
- The Journal – transition to the digital
- Information on the Web – the born-digital
- Government Information
- Issues of Permanence

Reading:

Fitzpatrick, *Planned Obsolescence*.

William Brockman et al., *Scholarly Work in the Humanities...*

Michael A. Elliott, "The Future of the Monograph in the Digital Era."

Clayton Hayes & Robert P. Holley, "The University Press: Trends, Initiatives and Collaborations over the Past Several Years."

Dan Hazen: "Rethinking Collections in Harvard College Library..."

Mary Jackson et al., *Changing Global Book Collection Patterns...*

Michael Jensen, "Scholarly Publishing in the New Era of Scarcity."

Blanca San Jose Montano, "The New Paradigm of Collection Management in University Libraries: from Crisis to Revolution."

Abbey Smith, *New Model Scholarship: How Will It Survive?*

University of Minnesota Libraries. *A Multi-Dimensional Framework for Academic Support*

Recommended:

Dan Cohen's Blog – useful to follow

The CUNY Digital Humanities Initiative Blog – worth following

Thompson, *Books in the Digital Age*, ch. 3-7

3: LIAISON - COLLECTION DEVELOPMENT & COMMUNITIES OF NEED (SEPT. 26):

- Communities of Users
 - Undergraduates & Libraries
 - Humanists, Scientists Social & Natural
 - Professional School Communities
 - Independent Researchers & the General Public
- Styles of liaison
 - Formal structures
 - Informal structures
 - The librarian as instructor
 - The librarian as problem solver
- Building collections for a community

Reading: Rodwell & Fairbairn, "Dangerous Liaisons?"

Anne R. Kenney, *Leveraging the Liaison Model*

Jaguszewski & Williams, "New Roles for New Times."

RUSA Guidelines, "Guidelines for Liaison Work in Managing Collections and Services."

Katherine M. Shelfer, "Librarians as Liaisons."

Michael Stoller, "Building Library Collections: It's Still About the User."

Michael Stoller, "Collection Development and Survival in the "Mostly Digital" Library."

4. BUILDING A COLLECTION POLICY & SELECTING A COLLECTION (OCT. 3):

- Describing the environment
- Considerations of language
- Undergraduates & researchers
- Formats, electronic resources, born-digital
- Building a core collection
- Approval Plans & Slips
- Working with minimal bibliographic information
- Filling in the gaps – monitoring approvals & buying retrospectively
- Working in foreign languages
- Selecting serials
- Working with born-digital material

Reading: Jones, "On-Demand Information Delivery."

Edward A. Goedeken & Karen Lawson, “The Past, Present, and Future of Demand-Driven Acquisitions in Academic Libraries,”

Collection Policy Statement Exemplars: [Columbia Libraries](#); [Library of Congress](#); [Michigan State University Libraries](#)

- - - **ORAL PRESENTATIONS BEGIN**

5. No Class (OCT. 10):

6. LIBRARY VENDORS AND THE APPROVAL PLAN (OCT. 17):

- Approval Plans – the art of fine-tuning
- Approval vs. shelf-ready
- Serial vendors – an evolving role
- Major purchase vendors – microform & e-resources
- The ethics of vendor relations

Reading: The NYU Libraries YBP Approval Plan Profile – available on Blackboard site.

- **MAJOR PROJECT - LIAISON PLANS DUE**

7. ELECTRONIC RESOURCES, LICENSING AND THE BIG DEAL (OCT. 23):

- Working with the large science publishers
- Working in consortia
- The Big Deal vs. title-by-title
- The agony of licenses
- Perpetual access & digital preservation

Reading:

The NERL Model License

An Audit Checklist for Certification of Trusted Digital Repositories. RLG, 2005.

National Information Standards Organization. *SERU Draft Document.*

Carmelita Pickett et al, “E-Approval Plans in Research Libraries.”

8. ACCESS & OWNERSHIP: STORAGE, COLLABORATION & INTERLIBRARY LOAN (OCT. 31):

- The revolution of quick delivery
- The decision to place materials offsite
- Changing patterns of reader expectations
- Borrow-Direct & other user-initiated inter-library services
- The mechanics of cooperative collection development past – the Conspectus
- New methods of cooperative collection development in a digital age

Reading: Kieft & Payne, “Collective Collection, Collective Action.”

- **MAJOR PROJECT - COLLECTION EVALUATIONS DUE**

9. THE SPECIAL COLLECTION – BUILDING FOR POSTERITY (NOV. 7):

- The traditional view of special collections – a treasury
- The new view – a documentary
- Documenting the Web – the new vertical file collection

Reading: Sidney E. Berger & Michele V. Cloonan, “The Continuing Development of Special Collections Librarianship.”

Sean Swanick & Jennifer Garland, “Curating Print Collections in the Digital Age,”

10. THINKING ABOUT PRESERVATION (NOV. 14):

- What needs to be preserved – the user vs. posterity
- The local decision & the national decision
- Microfilm vs. digitization – where are we going
- The role of storage & environment
- The new world of media – moving image & audio preservation
- The traditional view of special collections – a treasury
- The new view – a documentary
- Documenting the Web – the new vertical file collection

Reading:

Roger Schonfeld, "Taking Stock: Sharing Responsibility for Print Preservation."

Sherelyn Ogden "What Is Preservation Planning."

Sidney E. Berger & Michele V. Cloonan, “The Continuing Development of Special Collections Librarianship.”

- **MAJOR PROJECT - COLLECTION POLICY STATEMENTS DUE**

11. BORN DIGITAL: THE CHALLENGE OF THE 21ST CENTURY (NOV. 21):

- What is “born digital” content?
- Email, the Web, Social Communication
- Database-structured information
- Institutional & organizational records
- Media – the fate of music & “film”
- Games

Reading:

Jerome McDonough et al., Preserving Virtual Worlds: Final Report

“Preservation of Audiovisual Collections Moving Images,” *International Preservation News*, No. 47 (2009) – The entire issue is worth reading, but you might focus on Nan Rubin, “Preserving Digital Public Television: Is There Life after Broadcasting.”

Frank McCown et al., “Why Websites Are Lost (and How They’re Sometimes Found,” *Communications of the ACM* 52:11 (Nov. 2009)

Bob Stein, “A Defense of Pagination.”

Naomi Nelson et al. *Managing Born-Digital Special Collections and Archives*.

12. THE NATIONAL COLLECTION – A LARGER RESPONSIBILITY (NOV. 28):

- What is the “national collection”
- The Conspectus as collecting mechanism
- The diminishing role of the bibliographic utilities
- The rise of interlibrary loan
- The challenge of the regional consortium

Reading: P. Clayton & G.E. Gorman, “Updating Conspectus for a Digital Age,” *Library Collections, Acquisitions and Technical Services* 26 (3) 2002, 253-58.

13. WHERE ARE WE GOING – COLLECTION DEVELOPMENT IN 10 YEARS (DEC. 5):

- What the statistics tell us
- Pushing the envelope – a discussion of Atkinson’s challenges

Reading: Ross Atkinson. “Six Key Challenges for the Future of Collection Development.”

Recommended: Thompson, *Merchants of Culture*.

- **MAJOR PROJECT – BIBLIOGRAPHIC INSTRUCTION LESSON PLAN DUE**

14. REVIEW – DISCUSSION OF REVIEW QUESTIONS (DEC. 12)

15. EXAMINATION (DEC 19)