

**COLLECTION DEVELOPMENT IN LIBRARIES  
LIS 516**

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Location & Time:  
Bobst Avery Fisher Center  
Tuesday 6:30-8:20  
  
Office Hours  
Monday & Thurs. 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 OBJECTIVE 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 ethics, history, values, philosophy and principles of the library and information science professions.
- b. Analyze and apply legal, social, economic, technological, and global policies and trends affecting libraries and information organizations and the profession.
- c. Explain, compare and contrast different types of collections, libraries and information centers.
- d. Use effective communication skills applicable for specific audiences and user groups.

The course also addresses many of the skills addressed in OBJECTIVE IV, which addresses the staffing, management and leadership of libraries and information centers of all types.

Specifically, students will be able to:

- a. Apply theory to practice interning in a library, archives, school, museum or other type of information organization.
- b. Explain and apply select management principles, processes of a library or other type of information organization.
- c. Explain and use select principles of leadership.

### **Assignments:**

**MAJOR PROJECT [50%]:** Each student will choose a library from a list of academic and research institutions. 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.

**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.

### **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.

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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 – [http:// www.rebiun.org/export/docReb/audit\\_cheklist.pdf](http://www.rebiun.org/export/docReb/audit_cheklist.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.

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.

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

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

Fitzpatrick, Kathleen. *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>

Dan Hazen, “Rethinking Collections in the Harvard College Library: A Policy Framework for Straited Times, and Beyond.” –  
[http://hcl.harvard.edu/collections/hcl\\_collections\\_content\\_strategy.pdf](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](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:  
[https://getit.library.nyu.edu/link\\_router/index/43018407](https://getit.library.nyu.edu/link_router/index/43018407)

Robert H. Kieft & Lizanne Payne, “Collective Collection, Collective Action,” in: *Collection Management* 37 (2012) 137-152 – available online at NYU Libraries.

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>

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://www.library.yale.edu/NERLpublic/NERLGenericLicRev010406.pdf>

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](http://www.nedcc.org/resources/leaflets/1Planning_and_Prioritizing/01WhatIsPreservationPlanning.php)

"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](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.

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.

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](http://www.futureofthebook.org/blog/archives/2010/12/a_defense_of_pagination.html)

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.

University of Minnesota Libraries. *A Multi-Dimensional Framework for Academic Support: A Final Report*. June 2006 –  
<http://purl.umn.edu/5540>

## Schedule of Classes:

### 1. INTRODUCTION (SEPT. 9):

- 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. 16):

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

Fitzpatrick, *Planned Obsolescence*.

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

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.”

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

### 3: LIAISON - COLLECTION DEVELOPMENT & COMMUNITIES OF NEED (SEPT. 23):

- 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?"  
Jaguszewski & Williams, "New Roles for New Times."  
RUSA Guidelines, "Guidelines for Liaison Work in Managing Collections and Services."

❖ ORAL PRESENTATIONS BEGIN

4. BUILDING A COLLECTION POLICY & SELECTING A COLLECTION (SEPT. 30):

- 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."

5. LIBRARY VENDORS AND THE APPROVAL PLAN (OCT. 7):

- 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

6. ELECTRONIC RESOURCES, LICENSING AND THE BIG DEAL (OCT. 14):

- 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.*

7. ACCESS & OWNERSHIP: STORAGE, COLLABORATION & INTERLIBRARY LOAN (OCT. 21):

- 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

8. THE SPECIAL COLLECTION – BUILDING FOR POSTERITY (OCT 28):

- 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.”

9. THINKING ABOUT PRESERVATION (NOV. 4):

- 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:

- Shereilyn Ogden “What Is Preservation Planning.
- Sidney E. Berger & Michele V. Cloonan, “The Continuing Development of Special Collections Librarianship.”

❖ MAJOR PROJECT - COLLECTION POLICY STATEMENTS DUE

10. NO CLASS (NOV. 11):

11. BORN DIGITAL: THE CHALLENGE OF THE 21<sup>ST</sup> CENTURY (NOV. 18):

- 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. 25):

- 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. 2):

- 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. 9)

15. EXAMINATION (DEC 16)