

JAMES WHITE LIBRARY RESOURCES DEVELOPMENT POLICY

PART C. SPECIFIC GUIDELINES

3. GENERAL READING COLLECTION

1-0 MISSION STATEMENT

The purpose of the General Reading Collection is to provide an attractive collection of books for leisure reading. The emphasis is on current interest.

4-0 SPECIFICATIONS

4-0-1 Location of Collections.

The collection is located on the top floor of the James White Library.

4-0-3 Responsibility for Resources Development.

The librarian responsible for the General Reading Collection is appointed by the Library Director upon recommendation of the Resources Development Committee. However, any library selector may designate a book for this collection.

The librarian responsible for the collection will select titles for the collection, and will also review all new acquisitions prior to cataloging and designate appropriate books for the collection.

5-0 SELECTION CRITERIA

Because books for this collection are being recommended as material for leisure reading rather than academic use, the Christian standards of this institution should be considered when selecting titles for the collection.

Current popular works in the following areas may be considered (not a comprehensive list):

Biography
Business
Christian Fiction
Communication

Computers and Technology
Consumer Education
Fiction
Health
History
Hobbies
Humor
Psychology
Spiritual / Devotional / Theology / Religion
Sports
Travel / Geography
Wedding Planning

6-0 DE-SELECTION CRITERIA

6-0-1 Weeding will be done by the librarian responsible for this collection. Criteria for weeding includes:

More than 5 years old.
Little or no circulation

6-0-2 The collection should be evaluated at least once a year. More frequent evaluation will be necessary if the collection is in high use and/or if a large number of titles are being placed in the collection by library selectors.

6-0-3 Titles removed from the collection will be placed in the main stacks.

7-0 MATERIALS REVIEW

James White Library has a materials review procedure if there is written objection to specific library material.