

## PURPOSE

This policy statement is a legal document that serves to protect James White LibThis policy statem  
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policypolicy protection ispolicy protection is requipolicy protection is required. Revision of this policy  
addressedaddressed once it is finalized. For this reason, the specaddressed once it is finalized. For  
collectioncollection development profiles are included in a separate document because they may need  
to be reviewed and adjusted regularly.

The mission of the Seminary Library is to encourage and facilitate areas related to religion. It primarily reflects a commitment to the Seventh-day Adventist world church as the leading theological library in the curriculum of the Seventh-day Adventist Theological Seminary and Seminary students and faculty. The Seminary Library also serves as a resource center for the wider scholarly community.

2.1	To provide information sources that will support the worldwide mission of the Seventh-day Adventist Church, provide guidance and resources for the wider scholarly community.	To provide information sources that will support the worldwide mission of the Seventh-day Adventist Church, provide guidance and resources for the wider scholarly community.
2.2	To provide information sources in all formats to support the Seventh-day Adventist Theological Seminary, as well as research and teaching to the curriculum.	To provide information sources in all formats to support the Seventh-day Adventist Theological Seminary, as well as research and teaching to the curriculum.
2.3	To provide access to other collections and worldwide resources covering the religious studies using the latest technology.	To provide access to other collections and worldwide resources covering the religious studies using the latest technology.

2.4.2.4 To develop a special strength in those areas that support the practice of the Seventh-day Adventist Church.

2.5 To develop a special strength in the areas of Archaeology/Antiquities/Cr Biblical Studies, and 19<sup>th</sup> Century American Religion.

### 3. DEFINITIONS

#### 3.1 Clientele

The primary clientele are the students and faculty of the Theological Seminary. However, the theological library in the Seventh-day Adventist Church community as well as the wider scholarly community have access to the collection.

#### 3.2 Collection levels:

3.21 Basic level A highly selective collection which define a subject area. May include bibliographies. Used for subject area Seminary Library collection goals, but which are a meaningful area in religious and theological studies.

3.22 Comprehensive A comprehensive collection of materials required for graduate level, research. Used for subject area collection goals.

3.25 Exhaustive level Exhaustive level A collection reasonably possible, to include all significant works. Used for a limited number of subject areas identity and mission of the Seventh-day Theological Seminary.

### 4. POLICIES

#### 4.1 Location of Seminary Library Materials

Materials purchased for the Seminary Library James White Library according to the Some materials may be housed in the

Heritage Center, the Reference Collection, or Heritage Center, the Reference Collection, or the Mu  
the type of the material and in consultation with the requestor.

#### 4.2 Responsibility for Resources Development

4.21 Selection Selection of resources is the responsibility of the Seminary Librarian who  
consults consults with the faculty of consults with the faculty of the Seventh-day Adventist Th

4.22 The The Seminary Librarian will meet with each of the departments iThe Seminary L  
Seminary Seminary to develop a collection profile that wiSeminary to develop a collectio  
guide guide for shaping the Seminary collection as well as a measuring guide to  
evaluate current collecting. This profile is informed by:

1. Current holdings
2. Usage and circulation statistics
3. Curriculum
4. Departmental goals and objectives
5. Research needs of faculty and students
6. Current trends in the discipline

This This guide This guide is to This guide is to be reviewed and updated periodically when the  
in in curriculum and/or in curriculum and/or in curriculum and/or faculty, or when  
evaluation tool suggests that there may be a need.

4.23 The The The faculty and students are actively encouraged to make suggestions fo The fa  
purchases, purchases, purchases, and their advice may be solicited on sources and purchases  
religious religious studies. (See the current *Selection and Ordering Guidelines for  
Faculty*.)

#### 4.3 Nature and Level of Programs

The The Seventh-day Adventist Theological Seminary offers graduate degrees The Seventh-day A  
M.A., M.A., M.Div., D.Min., and the Ph.D. To M.A., M.Div., D.Min., and the Ph.D. To meet this n  
to make available to users an extensive collection to make available to users an extensive collectio  
religious religious studies. This includes professional mat religious studies. This includes pro  
advanced academic resources.

#### 4.4 Formats Collected.

Monographs  
Serials  
Audio visual and multimedia

Microforms  
Electronic resources

## 4.5 Electronic Access

Electronic access is provided to indexes and databases of interests of the Seminary Library.

## 4.6 Donations

~~Gift materials are treated in accordance with the James White Gift materials are treated i~~  
~~donatedmaterials. Donors will bedonated materials. Donors will be informed that duplicate~~  
~~notnot be kept, and maynot be kept, and may be transferred to thenot be kept, and may be transfe~~  
further evaluation and disposition.

## 5. SELECTION

## 5.1 Languages

English is the primary language of acquisition, but because of the doctor programs, materials in other languages may be acquired.

## 5.2 Geographical, Cultural

Diversity of geographical and cultural materials is encouraged due to the global diversity of the Seventh-day Adventist Church, and the international University.

### 5.3 Recency

All time periods are of interest.

## 5.4 Periodicals

The main criteria for selection are (1) The main criteria indexes, and (2) relevance to the Seminary Library curriculum. indexes, and (2) relevance provide a good measure of value relative to the collection.

## 5.5 Indexes

Indexes will be considered if they relate to the study of religion, and are recognized by the field as making a significant contribution.

5.6 Standing orders

Some continuation series are significant and important in the field of religious studies. Standing orders will be reviewed periodically for departmental profiles.

5.7 Blanket orders

Blanket orders will be applied to selected denominationally supported Adventist publishers.

**6. DE-SELECTION**

Because of the nature of religious and theological study and the resources that support most print materials do not become obsolete. De-selection will apply mainly to level materials in areas where we have adequate materials no longer required based on usage studies.

**7. MATERIALS REVIEW POLICY**

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

**REVISION**

This Resource Development Policy shall be revised only upon the recommendation of the Library Resource Development Committee.

Voted: January 14, 1999 by the Seminary Library Committee

Voted: February 10, 1999 by the James White Library Resource Development Committee