Resources Development Policy for Chemistry and Biochemistry

Specialist responsible for resources development in Chemistry and Biochemistry:
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Introduction: The UMD Libraries' goal is to provide outstanding resources to support the research and teaching mission of the University and to provide access to information for the citizens of Maryland and the international community of scholars. The Chemistry & Biochemistry resources development policy is aimed at ensuring that resources support the curricular and research programs of the University. This Policy articulates the criteria for resources development in this subject area.

Purpose: The resources development policy for the disciplines of Chemistry and Biochemistry adheres to the principles and guidelines that the UMD Libraries follow in the selection, acquisition and preservation of library materials. The purpose of the policy is to provide consistency for resources development and to communicate library policy to UMD students, faculty, and staff to support their curricular, instructional, research, and programmatic needs.

General Guidelines: The Chemistry & Biochemistry resources policy is based on the following principles:

- Make available those information resources, with the exception of textbooks, that are likely to be needed by students in preparation for class assignments.
- Support degree programs commensurate with the level of the degree
- Support faculty research within fiscal constraints, identify areas of potential interest and purchase resources which meet the needs of new or emerging areas of research
- Give preference to electronic resources over print to support the basic instructional, research and information needs of the University
- Evaluate the content of all information resources according to the standards of authority, comprehensiveness, validity, language, time periods and geographical areas presented in the resources development policy subject statements
- Review the resources development policy and update them every five years

Diversity: Recognizing that chemistry and biochemistry incorporates individuals of all ages who represent a multiplicity of racial and ethnic backgrounds, economic and educational levels and physical and mental abilities, the subject specialists build collections that mirror and support this diversity. The chemistry and biochemistry collections include materials and resources that reflect a variety of political, economic, religious, social, minority and sexual issues and support intellectual freedom by providing free access to all expressions of ideas through which any and all sides of a question, cause or movement may be explored. For more information, see Collection Development Diversity Statement -
https://www.lib.umd.edu/collections/policies/collection-development-diversity-statement.

Levels of collecting

- *Research Level:* Resources that contain the major published source materials required for doctoral study and independent research.
- *Instructional Support Level:* Resources that provide information about a subject in a systematic way, but at a level of less than research intensity and support the needs of students through college and beginning graduate education.

Formats and types of materials: Monographs, generally e-preferred; serials, generally e-preferred; databases and data sets. Preference in nearly all cases is for electronic format. Collected to a lesser degree are textbooks, conference proceedings, and reference materials. Free, Open Access, and self-published materials are selected on a case-by-case basis. Formats not normally selected include dissertations, pamphlets, children's/juvenile literature, reprints, and self-published works.

Replacement of print with electronic resources: The following criteria will be used to evaluate journal titles and monographs to determine the suitability of replacing the print with an electronic version:

- *Completeness of content:* The electronic version must include all articles, letters to the editor, announcements, supplements and conference proceedings that are found in the print copy.
- *Quality of images, figures and pictures*: The pictorial quality in the electronic version must be represented in a legible and desktop accessible format. The images and other graphics should compare favorably to the print version.
- *Perpetual access:* The publisher/vendor must ensure stable, electronic access through an acceptable interface for the entire run of content the Libraries has purchased. If the publisher goes out of business in the future or ceases to support the purchased content, there must be provisions in place for another publisher/vendor or a reputable third party to provide the journal content.
- *Access:* Access to content must be offered through IP authentication. Remote access must be allowed with standard UMD user name and password authentication.
- *Licensing:* The license for electronic resources must allow for simultaneous users, printing of content, interlibrary loan, and other reasonable uses. The need for proprietary software hosted on the Libraries' local server to access electronic resources is not acceptable. All licenses must comply with all State of Maryland mandated legal clauses for contracts.
- *Usage Data:* Vendors should provide regular usage data for the titles that the Libraries purchase. The data should conform to industry standards in order to be useful in assessing the utility of the Libraries' resources.
- *Reliability and technical support:* The speed of loading/accessing the content must meet UMD user's expectations. The publisher/vendor must provide adequate technical support and clear lines of communication to resolve access problems in a timely manner.

Language(s): Preference is for English language materials. Major works covering the subject in other languages may be selected, although translations will be preferred.

Geographical areas: There are no strict geographic guidelines for the resources.

Chronological periods/Imprint dates: Selection will emphasize current publications, especially those published within the last five years.

Gift items are added to the Resources in compliance with the UMD Libraries Gifts-In-Kind Policy (http://www.lib.umd.edu/collections/gifts/for-donors). The subject specialist is ultimately responsible for deciding whether a gift is of value to be added to the resources.

Deselection and Preservation: Periodic deselection of materials from the resources is done to identify items, which no longer fit the criteria for inclusion in the resources. Overall, there is a direction to reduce the print resources in a reasonable and responsible manner. The subject specialist works in close consultation with the Preservation Department to identify, assess and prioritize materials needing preservation attention. Library materials will be considered for deselection or relocation from the resources if they fall within one or more of these categories:
- paper copy or bound periodicals for which there is a viable online alternative
- multiple copies available
- superseded editions, provided that newer editions incorporate important information from earlier editions
- lack of circulation, when warranted
- obsolete physical format
- poor physical condition, or damaged beyond usefulness
- lacking historical value
- ephemeral materials that are not easily accessed or bound
- textbooks (generally not to be included in the resources)

Promoting the resources: The subject specialist will communicate changes in resources development policies and in the access to resources to users. LibGuides, email, branding, presentations at faculty meetings, and other approaches will be used to promote the library resources. Including the resources in information literacy classes has proved to be a very successful strategy for promoting the library resources to students.

Partnerships: UMD Libraries have developed partnerships and collaborations with state, regional and national institutions and consortiums in order to enhance access to library resources and provide necessary materials for teaching and research. The membership in the Big Ten Academic Alliance (BTAA) and other arrangements allow patrons to obtain print materials from other participating libraries through interlibrary loan services. For digital content,

UMD Libraries offer access through its collaborations with BTAA, HathiTrust, and University System of Maryland and Affiliated Institutions (USMAI).

Implementation and Revision Schedule: This policy has been reviewed by the Collection Development Council (lib-cdc@umd.edu) and is considered effective on … It will be reexamined regularly by the subject specialist and will be revised as needed to reflect new resources needs and identify new areas of study, as well as those areas that may be excluded.

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