

## Collection Development Policy Statement for Communication

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### I. Purpose

Resources in the field of communication are primarily selected in an effort to support the Department of Communication at the University of Maryland. The Department offers four tracks of study for the undergraduate degree in communications: public relations, rhetoric and political culture, social influence, and communications studies. Major areas of research at the graduate level include feminist studies, health risk and communication, intercultural communication, media studies, persuasion and social influence, public relations, rhetoric and political culture, and interpreting & translation.

**Coordination and Cooperative Information:** Selection of resources is done in coordination with numerous other disciplines, especially, journalism, business, psychology, sociology, political science, and languages and literature. Serving the Department also requires significant coordination with of government documents. Additional resources are available via CRL, BTAA, CIRLA and other consortia.

**Diversity:** Recognizing that the field of communication is of interest to and an expression of individuals of a variety of ages who represent a multiplicity of racial and ethnic backgrounds, economic and educational levels and physical and mental abilities, the subject specialist/s build collections that mirror and support this diversity. The communication 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. This is especially important in light of the areas of research that are important to the Department. (Text adapted from: <https://www.carnegielibrary.org/about/policies/collection-development-and-management/>)

### II. Summary of Collection Scope at Current Collecting Levels

The communication collections reside mainly in McKeldin Library. Less requested titles have been transferred to off-site storage, but an effort has been made to preserve ownership of a wide variety of resources that may not be of current interest, but have shown themselves to be of enduring interest. The Libraries' Special Collections have resources important to broadcasting and journalism, women's history, labor history, and the performing arts which augment the resources in communication.

### Developing the Communication Collection

1. **Languages:** The emphasis is on English language materials in the collection. Major works covering the subject outside the U.S. in the vernacular may be selected. Translations are preferred when available. Materials in the vernacular are generally the purview of the librarians responsible for that particular language. The program for interpretation and translation is supported by works in the languages covered by the program, most especially Chinese.
2. **Geographical areas:** The great majority of items in the collection were written by authors from North America, Western Europe, and to a lesser extent Latin America; however, a growing number of items from Chinese sources will be included in the future.

3. Chronological periods/Imprint dates: Selection will emphasize current publications, with the exception of reprints and classic works when required for replacement purposes.
4. Materials selected
  - a) Included materials: The primary formats to be selected will include books, professional journals, and audio/visual materials. Until mobile access to electronic resources is improved, print books will be preferred over ebooks; however, the conversion of print journals to ejournals has become nearly complete. Selection of new print journals will be made only in extraordinary circumstances.
  - b) Excluded materials: Textbooks, reprints, and dissertations will generally be excluded from selection.
  - c) Levels of Collection Intensity: The collection will strive to provide Study or Instruction Level support for all of the main fields of communication covered by the Department. This means the collections will seek to provide information about each subject in a systematic way and support the needs of general library users through college and beginning graduate instruction. For areas of concentration in the Department, the collection will strive to provide Research Level support, meaning the collection will seek to contain the major published source materials required for doctoral study and independent research including (i) an extensive collection of general and specialized monographs and reference works, (ii) an extensive collection of general and specialized periodicals, (iii) an extensive collection of appropriate foreign language materials, (iv) an extensive collection of the works of well-known authors as well as lesser-known authors, and (v) defined access to an extensive collection of owned or remotely accessed electronic resources.

### III. Additional Collection Information

The communication collections adhere to the University of Maryland Libraries' policies for duplication, gifts, deselection and preservation available at <http://www.lib.umd.edu/collections/collection-development-policy>.

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

**Date:** 2/23/2015 AM, Rev. 9/7/16; 8/21/18 CH

CDC 9/25/18