

Collection Development Policy Statement for the School of Public Policy

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I. Purpose

The School of Public Policy collection of the University of Maryland Libraries supports the educational mission of the School of Public Policy. The collections support the school's curriculum and the research needs of the faculty and students in all areas of domestic and international public policy. The School offers a PhD in Policy Studies, a Master's in either Public Policy or Public Management and an Undergraduate degree in Public Policy. Master's students may specialize in the following areas: Environmental Policy; Energy Policy; Federal Acquisition; International Development Policy; International Security and Economic Policy; Management and Leadership; Non-Profit Management and Leadership; Public Sector Financial management; Social Policy; Education Policy or Health Policy. Undergraduate students focus on: Sustainability; Public Leadership; Nonprofit Leadership or Social Innovation.

The School offers many other programs including: Master of Professional Studies in Public Administration; Executive Master of Public Management; Leadership and Management Training Programs and Global Leadership Program and a new undergraduate minor in Nonprofit Leadership and Social Innovation.

Coordination and Cooperative Information: Public Policy topics are studied in other subject areas including: Business, Economics; Environmental Studies; Geography; Government and Politics; Family Science; History; Law and Public Health. Statistical data on all topics are needed by Public Policy researchers. The Libraries Government Documents collection is heavily used as well as our statistical databases, especially economics statistics such as those produced by IMF; OECD and the World Bank. Researchers also gather data sources produced by foreign governments, associations and organizations and business enterprises and use CRL, Big Ten Academic Alliance (BTAA), CIRLA and ICPSR.

Diversity: Recognizing that Public Policy 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 specialist builds collections that mirror and support this diversity. The Public Policy 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. (Text adapted from: <https://www.carnegielibrary.org/about/policies/collection-development-and-management/>)

II. Summary of Collection Scope at Current Collecting Levels

Public Policy call number ranges fall primarily in the H's and J's. Research areas with increased emphasis include nonprofits and philanthropy. Because of the interdisciplinary nature of Public Policy research, materials are also in the G's (environmental policy); L's (educational policy); R's

(health policy)... and other subject areas as described in "Coordination and Cooperative Information".

III. Developing the Public Policy Collection

1. Language(s): 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, although translations will be preferred. Materials in the vernacular are generally the purview of the librarians responsible for that particular language.
2. Geographical areas: All geographical areas are covered.
3. Chronological periods/Imprint dates: Selection will emphasize current publications, with the exception of statistical compilations, reprints and classic works when required for replacement purposes.
4. Materials selected
 1. Included materials: Books (both print and electronic) with faculty input as to which format they prefer; periodicals; databases
 2. Excluded materials: textbooks (unless requested specifically by faculty), reprints or dissertations.

IV. Additional Collection Information

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

1. Duplication: Duplication is not a regular practice, but duplication will occur in those instances where faculty request both print and electronic copies of individual titles.
2. Gifts: Gift items added to the School of Public Policy collection are done so in conjunction with the *University of Maryland Libraries Gifts-In-Kind Policy*, particularly so that they "supplement existing collections in support of the University's teaching and research programs as well as to provide the University Libraries with special materials in which there is a scholarly interest" (<http://www.lib.umd.edu/collections/gifts/for-donors>). The subject specialist for Public Policy is ultimately responsible for deciding whether or not a gift is added to the collection.
3. Deselection/Withdrawal: The relevance of materials in the School of Public Policy collection can and will change over time. Periodic weeding of the collection is done to identify items which no longer fit the criteria for inclusion in the collection.
4. Preservation: The subject specialist will work with the Preservation unit at the University of Maryland Libraries when individual titles are brought to their attention that need rebinding, repair or replacement.

Implementation and Revision Schedule: This policy has been reviewed by the Collection Development Council (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: February 20, 2015 JM; Rev. 6/13/16, 6/13/18

CDC 9/25/18