

Collection Development Policy Statement for Urban Studies and Planning

Subject Specialist responsible: Cindy Frank, 301-405-6321, cfrank@umd.edu

I. Purpose

The Urban Studies and Planning Collection supports the teaching and learning of the School of Architecture, Planning and Preservation as stated in the School's mission statement: "To educate architects, planners, preservationists, developers and the many allied stakeholders whose work and scholarship focuses on the quality of the built environment and promotes social justice, cultural value, resource conservation and economic opportunity" (<http://www.arch.umd.edu/mapp/university-maryland-school-architecture-planning-preservation>). The Urban Studies and Planning Program offers a graduate degree course of study for the Master of Community Planning as well as the opportunity for dual degree and certificates. Faculty are engaged in research and work in the field of community planning.

Coordination and Cooperative Information: Urban Studies and Planning is a cross-disciplinary field, incorporating architecture, sustainability, landscape architecture, and development into its fields of study. The subject specialist also oversees the Architecture, Historic Preservation and Real Estate Development collections so he/she can assess the enhancement and overlap of more than one collection at a time. The subject specialist works with the liaisons for landscape architecture, engineering and other related subjects as requests arise. The subject specialist also works with the Library Media Services Librarian to manage requests for media. All students and faculty in the Real Estate Development Program have access to the UBorrow service (<http://www.lib.umd.edu/access/uborrow>) enabling access to materials from 15 university libraries in the Big Ten Academic Alliance (BTAA) and the Center for Research Libraries (CRL). Faculty and graduate students have access and borrowing privileges at Chesapeake Information and Research Library Alliance libraries (CIRLA; <http://www.lib.umd.edu/access/cirla>). CIRLA libraries with collections for Urban Studies and Planning include Georgetown, George Washington and the University of Delaware.

Diversity: Recognizing that urban studies and planning 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 Urban Studies and Planning 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

The urban studies and planning collections are located in the Architecture Library, in McKeldin, and as part of the ebook holdings of the University.

III. Developing the Urban Studies and Planning 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.
2. Geographical areas: The major focus for the Urban Studies and Planning collection is the United States, with inclusion of various urban centers around the world as warranted to support the curriculum, and faculty research.
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
 1. Included materials: Materials selected for the collection are predominantly in monograph and serial format. Monographs such as handbooks, manuals, directories, encyclopedias and dictionaries are selected in both print and electronic format - with electronic format preferred whenever possible. Media formats such as video, DVD, and other digital resources supporting the program are also selected.
 2. Excluded materials: Dissertations from institutions outside the University of Maryland, textbooks, and reprints are generally not selected for the collection.

IV. Additional Collection Information

The Urban Studies and Planning 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: The collection will not maintain duplicate copies of titles, unless there is demonstrated demand via circulation records. Print copies may be deselected if an e-version exists for the exact same edition.
2. Gifts: Gift items added to the Urban Studies and Planning 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 Urban Studies and Planning is ultimately responsible for deciding whether or not a gift is added to the collection.
3. Deselection/Withdrawal: The relevance of materials in the urban studies and planning 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 works 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: March 4, 2015; CGF. Rev. 7/27/16; CGF Rev 8/24/18

CDC 9/25/18