Collection Development Policy Statement for Criminology and Criminal Justice

Subject Specialist responsible: Celina McDonald, (301) 405-3643, cnicol5@umd.edu

I. Purpose

The purpose of the Criminology and Criminal Justice collection is to support the information, research, and teaching needs of the University of Maryland’s Department of Criminology and Criminal Justice. Established in 1969, the Department’s mission is to:

“be a leader in our field and the principal organizational asset of the University of Maryland for the interests and activities of the University, its faculty, and students in the general areas of crime, delinquency, prevention, juvenile/criminal justice, and terrorism.”

The Department of Criminology and Criminal Justice is the #1 criminal justice graduate program in the country according to the US News and World Report. Students can earn the following degrees: Bachelor of Arts, Master of Arts (M.A.), Master of Arts and Doctor of Jurisprudence (M.A./J.D.), and Doctor of Philosophy (Ph.D.). In FY2015, the Criminology and Criminal Justice Program was the seventh most popular undergraduate degree program. There were 847 undergraduate students and 108 graduate students were enrolled in the program. The honor society for the CCJS department is Alpha Phi Sigma.

Also in FY2014, there were approximately 30 full-time and 25 part-time employees. The Department offers 101 courses of which 50 are undergraduate and 51 are graduate courses.

The Department of Criminology and Criminal Justice has an undergraduate degree program at the Universities of Shady Grove, and graduate degree programs in collaboration with Nanjing Normal University of China (Nanjing, China) and People’s Police Academy (Hanoi, Vietnam) to offer Professional Master’s degree programs. The department is also affiliated with the following centers and organizations:

- Center for the Study of Business Ethics
- Regulations, and Crime (C-BERC)
- Center for Substance Abuse Research (CESAR)
- Maryland State Commission on Criminal Sentencing Policy
- National Consortium for the Study of Terrorism and Responses to Terrorism

Coordination and Cooperative Information: To ensure users have comprehensive access to information, the CCJS subject specialist works with institutional, regional, and national partners. Users directly feel the impact of these agreements when they borrow materials by using interlibrary loan and UBorrow.

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1 The University of Maryland’s Department of Criminology and Criminal Justice’s website http://www.ccjs.umd.edu/content/mission-statement. Retrieved May 22, 2015
Library Partners: Criminology and criminal justice is an interdisciplinary field. The following subject areas have been identified as related fields based on the Department of Criminology and Criminal Justice’s curriculum and research:

- Computer Science  
- Education  
- Family Science  
- Geographic Information Science (GIS)  
- Government Documents  
- Government and Politics  
- Law  
- Psychology  
- Public Policy  
- Social Work  
- Sociology  
- Women’s Studies

The Criminology and Criminal Justice subject specialist consults other subject specialists to make collections’ decisions.

External Partners: The University of Maryland Libraries’ national and regional partnerships make it possible for users to borrow materials from other institutions using interlibrary loan. The University of Maryland Libraries also has reciprocal borrowing agreements, which grants users access and in-person borrowing privileges with participating institutions. Key partners include University System of Maryland and Affiliated Institutions (USMAI), Committee on Institutional Cooperation (CIC) institutions, Chesapeake Information and Research Library Alliance (CIRLA), and Center for Research Libraries.

Diversity: The Criminology and Criminal Justice collection is an inclusive collection that supports equitable access to diverse views in order to support intellectual freedom. As such, materials included represent a multiplicity of racial, ethnic, gender, sexual orientation, socio-economic, ages, educational, physical and mental abilities, religious, political, and ideological perspectives.

II. Summary of Collection Scope at Current Collecting Levels

Materials acquired and retained in this collection support the curricular and research needs of doctoral students and faculty. The Criminology and Criminal Justice collection’s print materials are primarily housed in McKeldin Library, but may also be housed at the Libraries’ off-site storage facility. Content is evaluated on the following criteria: authority, comprehensiveness, validity, language, date of publication, and geographical areas.

III. Developing the Criminology and Criminal Justice Collection

1. Language(s): English language materials constitute the majority of the Criminology and Criminal Justice collection. Major works covering the subject in other languages may be selected, but translations will be preferred over non-English materials.

2. Geographical areas: The major focus of items in the collection is Criminology and Criminal Justice in the United States; however curricular and research interests are not geographically restricted. Therefore materials about Criminology and Criminal Justice in other parts of the world may be selected.

3. Chronological periods/Imprint dates: Selection focus on current, up-to-date information published in last two years. Exceptions may be made to purchase replacement copies for lost materials, faculty members’ requests, or books highly recommended in a review source.
4. **Materials selected**
   1. **Included materials:** The following formats or types of materials are collected for this collection: books, periodicals, newspapers, databases, microforms, maps, pamphlets, posters, audio/visual materials, software, datasets, or other materials.
   2. **Excluded materials:** The following formats or types of materials are not collected for this collection: textbooks, dissertations, pamphlets, children's/juvenile literature, reprints, exam-preparation books, and self-published work. Materials from predatory publishers will also be excluded from this collection (See [Beall’s List](http://www.bealllist.com) to learn more about predatory publishing and publishers).
   3. **Levels of Collection Intensity:** Materials for this collection are collected at a research level or comprehensive level. The collection will be comprised of an extensive collection of general and specialized materials in a variety of formats.²

### IV. Additional Collection Information


1. **Duplication:** The library will purchase and retain one (1) copy of a publication. Duplicate copies in other formats will not be collected. Print copies will be withdrawn from the collection when there is an e-version that provides an “equivalent information-gathering experience” ³
2. **Gifts:** Gift items are added to the Criminology and Criminal Justice collection in accordance with the [University of Maryland Libraries Gifts-In-Kind Policy](http://www.lib.umd.edu/collections/collection-development-policy). Materials should supplement the existing collection, be in good condition, and be of scholarly interest. The subject specialist for Criminology and Criminal Justice is ultimately responsible for deciding whether or not a gift is added to the collection.
3. **Deselection/Withdrawal:** The relevance of materials in the Criminology and Criminal Justice 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](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.

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³ (Biblarz, Tarin, Vickery, & Bakker, 2001)