

# Collection Development Policy, Theatre

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Rich Gause  
Rich.Gause@ucf.edu

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# Collection Development Statement

Department: Theatre  
Drafted by: Cheryl Mahan  
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Revised by: Rich Gause  
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## COLLECTION PURPOSE

The theatre collections support the students and faculty in the Theatre Department of the School of Performing Arts in the areas of performance, direction, production, scene design, lighting, stage management, theatre history, musical theatre, theatre for young audiences, and dance. Theatre degree programs include the Bachelor of Arts, Bachelor of Fine Arts, Master of Arts, and Master of Fine Arts.

## GRADUATE PROGRAMS

**Theatre, M.A.** – The Master of Arts degree program is a general degree intended to provide high school teachers, community college teachers, and developing theatre scholars with the opportunity to strengthen skills and knowledge of theatre beyond the undergraduate level.

**Theatre – Acting, M.F.A.** – The Master of Fine Arts in Acting is a professional training program emphasizing both theatre theory and practice. The program is designed for students who demonstrate the artistic and intellectual capacity and evidence of professional promise to pursue careers in professional and academic theatre.

**Theatre – Theatre for Young Audiences, M.F.A.** – The Master of Fine Arts in Theatre for Young Audiences is a professional training program emphasizing both theatre theory and practice. The program is designed for students who demonstrate the artistic and intellectual capacity and evidence of professional promise to pursue careers in professional and academic theatre.

## UNDERGRADUATE PROGRAMS

**Theatre, B.F.A.: Acting** – The Theatre Bachelor of Fine Arts in Acting is designed to prepare students for careers in professional theatre and offers a sequence of courses in acting, movement, voice, and acting for TV/film.

**Theatre, B.F.A.: Design and Technology** – The Theatre Bachelor of Fine Arts Design and Technology specialization is designed to prepare students for careers in the design and

technology fields of theatre and entertainment. Class work is augmented with a wide variety of practical production experiences in the areas of scenic, costume, lighting, and sound design.

**Theatre, B.F.A.: Stage Management** – The Theatre Bachelor of Fine Arts Stage Management specialization offers a sequence of courses focusing on an understanding of all disciplines of theatre, including design, stagecraft and technology, performance, directing, theatre history, literature, management theory, rehearsal and performance management, paperwork, organizational theory, contracts, and the business of theatre.

**Theatre – Musical Theatre, B.F.A.** – The Bachelor of Fine Arts in Musical Theatre serves students interested in a career on the musical theatre stage and offers a sequence of courses in acting, movement, voice, dance, music theory, and piano.

**Theatre Studies, B.A.** – The Bachelor of Arts in Theatre Studies is designed to offer a thorough foundation in theatre while providing flexibility and opportunity for interdisciplinary study with a required minor.

#### UNDERGRADUATE MINORS

**Theatre – Dance, Minor** – The Dance Minor offers a foundation in dance techniques, dance history, composition, and performance.

**Theatre – General, Minor** – The Theatre Minor combines a broad overview of theatrical practice and literature with production experience.

#### COLLECTION DESCRIPTION

The UCF Libraries' collection of theatre materials is not large but contains a variety of materials to support not only Theatre majors and faculty but also to serve disciplines often associated with Theatre, such as English, Film, Humanities, Women's Studies, and Modern Languages.

##### A. MONOGRAPHS

The majority of the theatre collection is in monographic works, primarily print. An analysis by call number conducted in March 2015 determined that there were 8,748 print books and 1,361 eBooks held within the specific call numbers associated with theatre in GV, M-ML, PN, TK, and TS-TT. This count does not include several thousand relevant titles shelved in the literature sections PA-PT which are usually purchased with funds from English, Film, or Modern Languages. There are also almost 400 full-text eBooks available in the International Bibliography of Theatre & Dance database. For historical materials several digitized collections with relevant content have been purchased, including Early English Books Online, Eighteenth Century Collections Online, and Nineteenth Century Collections Online.

## B. MEDIA

Because classroom equipment to play VHS tapes is no longer available on campus, the Libraries' VHS collection was recently moved to the Florida Academic Repository, a statewide storage facility in Gainesville. About two thousand videos relevant to theatre classified in PN1995 or PN1997 were part of the materials sent to storage. Although these VHS tapes can still be retrieved on demand, this analysis no longer considers them part of the UCF theatre collection.

The entire VHS collection was evaluated prior to the move and a very small selection of high-use titles were replaced on DVD or Blu-ray. Additional purchases will continue to rebuild parts of this collection. Within the theatre call numbers in GV, M-ML, PA-PS, and TT there are 72 DVD or Blu-ray titles held as of March 2015.

More significantly, the library continues to add resources which provide online streaming video. The Alexander Street Theatre in Video database currently contains more than 250 definitive performances of the world's leading plays, together with more than 100 film documentaries. Additional relevant streaming videos are currently available to UCF users in other Alexander Street collections for art, architecture, ethnography, film, and history. Two other databases, FMG Films on Demand and Swank on Campus, provide platforms for title-by-title purchases.

## C. PERIODICALS

The periodicals collection for theatre is substantial but it no longer requires a separate periodicals budgetary allocation for collection development because all of the current journal titles in theatre are acquired as part of online collections rather than on a title-by-title basis. As of March 2015 there are 162 current theatre and dance journals available full-text in four of the library's subscriptions: International Bibliography of Theatre & Dance, Project Muse, Cambridge University Press, and Taylor & Francis. Some key individual journal titles are periodically evaluated to ensure that changes in the makeup of the subscription packages do not result in loss of access to core content due to issues such as embargo periods. Not included in the above count of periodicals are newspapers and journals from other disciplines which also provide relevant content for theatre researchers. Also not included in the above count of periodicals are historical runs of relevant journals which have ceased publication but remain available in the collection.

## D. INDEXES AND DATABASES

The key indexes for journal articles relevant to theatre and dance are:

- International Bibliography of Theatre & Dance
- MLA International Bibliography

- Literature Criticism Online
- JSTOR
- Project MUSE

The other key databases for theatre and dance are:

- North American Theatre Online
- Theatre in Video
- Play Finder in Lit Finder

The Libraries' online list of databases is available at <http://guides.ucf.edu/databases> . Databases are identified (1) by subject, e.g., Theatre; and (2) by type of content, e.g., articles from journals, images, video, eBooks, dissertations, newspapers. As of March 2015 there are 187 database listings identified as relevant to some degree for theatre researchers, including Early English Books Online, MagillOnLiterature Plus, New York Times Historical, and Vogue Archive.

## COLLECTION GUIDELINES

### A. CHRONOLOGY: Emphasis/restrictions

All time periods discussing theatre and performance arts are included with some emphasis on the more recent materials.

### B. LANGUAGES: Emphasis/restrictions

Most materials are in English. Some critical works in major European languages are also purchased and an attempt is made to purchase non-English plays in the original language as well as in English translation.

### C. GEOGRAPHY: Emphasis/restrictions

Materials are purchased primarily from the U.S., British Isles, and Canada.

### D. SUBJECT TREATMENT

An attempt is made to purchase as many individual plays as possible, as well as collected works of authors and some play anthologies. A listing of the individual plays in the online cataloging record enables patrons to search for plays within collections.

Major monographic works are purchased along with most works by major American, British, and Canadian literary authors. Works by lesser authors and foreign authors are acquired more selectively.

As the Theatre Department course offerings become more multidisciplinary and attuned to other ethnic groups, there is a substantial emphasis on cultural studies, as evidenced by a growing collection of foreign books in English translation.

Textbooks are not normally collected, nor are abridgments. Outlines like “Cliff’s Notes” are rarely purchased though there are sometimes works of this kind acquired due to their inclusion as part of eBook packages.

Anthologies prepared primarily for undergraduate textbooks are not normally acquired.

Theatre histories and studies of particular genres, movements, and influences are collected extensively.

Critical studies of individual authors and individual works are collected, including anthologies of criticism on a particular writer or a particular text.

Biographies, concordances, reference works, and some bibliographies are collected extensively.

Works on the history of the Theatre in general, and on particular aspects, periods, and places are collected.

Dictionaries (general, historical, etymological, of particular periods and of particular topics) are acquired widely.

Classical studies (Greek and Latin) are taught primarily in the Department of Philosophy and Humanities. However, some classical drama books are collected through English Department and Theatre Department requests. English translations and especially bilingual editions are the preferred norm.

Some juvenile works of drama are collected to support the M.F.A. in Theatre for Young Audiences.

#### E. MATERIAL FORMATS: Emphasis/restrictions

The Libraries’ collections currently consist of print and electronic journals, print and electronic books, electronic databases, video and audio recordings, microform, photographs, archival materials, rare books and manuscripts, government publications, and dissertations and theses. Other formats will be added as they are developed and to the extent that they meet the various selection criteria. Microforms (except for journals) are rarely added, in the belief that many items will be digitized and also recognizing patron reluctance to use microforms.

The audio collection on CD-ROM includes sound effects and materials on dialects/accents.

As noted previously the VHS collection was sent to storage in Gainesville. Current acquisition of videos is either as streaming video or on DVDs and Blu-Ray, with films of various versions of classic plays enabling a more in-depth theatrical analysis.

Musical scores and librettos are collected to support the Musical Theatre program.

## F. PUBLICATION DATES

Materials are collected of all possible imprint dates though there is an emphasis on more contemporary (19<sup>th</sup> through current centuries) materials.

## SUBJECTS COLLECTED AND COLLECTING LEVELS

An automatic-delivery approval plan is used with the selection profile for all areas of Theatre set at a mid-level to support instruction. Materials at the research level and comprehensive are not automatically acquired, but titles at those collecting levels are reviewed individually for purchase consideration.

Within the call numbers identified for Theatre no subject areas are excluded for purchase consideration.

An analysis by call number in the library catalog completed in March 2015 identified the following holdings:

Call Number	Subject	Print Books	eBooks	Tangible Media	eMedia	Tangible Serial	eSerial
GV1580-1799	Dancing	1351	155	25	5	5	9
M1500-1505	Musicals & operas—scores	44					
ML47-52	Musicals & operas—librettos	1063	107				
ML3918.M85 ML3918.M87	Social & political aspects of music—Musical theater. Musicals. Revues		7				
MT955-960	Musical theater—instruction & study	44	8				
PN1560-1590	Show business	225	46			12	5
PN1600-1655	Drama: periodicals, general works	216	32			14	6
PN1660-1864	Technique dramatic composition. history of drama	334	27	1		3	4
PN1865-1989	Plays—historical, religious, tragedy, comedy, other	348	39	7		1	
PN2000-2081	Theater: General	1171	237	10	1	51	28

PN2085-2219	Stage & accessories. Stage history by period	407	35	5	1	6	1
PN2220-2298	Theater in the U.S.	1458	115	11		24	5
PN2300-2554	Theater in Americas (except US)	91	9			3	1
PN2570-2859	Theater in Europe	1054	445	7	2	4	3
PN2860-3030	Theater in Asia, Africa, Oceania	199	28	2	1		1
PN3035	Jewish theater	22	3				
PN3151-3191	Amateur, college & school theater	174	16	1		2	4
PN3195-3307	Minstrel shows, spectacles, etc.	40	9				
TK4399.T6	Stage lighting	3					
TK7881.9	Sound systems. Theaters, auditoriums, etc.	10	1				
TT490-695	Clothing manufacture	204	21	2		6	4
TT697-854.5	Textile arts & crafts	177	13	1		4	1
TT855-927	Decorative crafts	113	8				
<b>TOTAL</b>		<b>8748</b>	<b>1361</b>	<b>72</b>	<b>10</b>	<b>135</b>	<b>72</b>

Note that the eBook, eMedia, and eSerial counts do not include many of the items available in various databases because many of those items are not processed into the library catalog. For example, the count of 10 eMedia does not include the 564 streaming videos available in the Theatre in Video database. Almost all of the 135 tangible serials in print or microform are either historical runs of journals which have ceased publication or the backfiles of current journals which are not received online.

## COOPERATIVE ARRANGEMENTS AND RELATED COLLECTIONS

The University Libraries' Curriculum Materials Center (CMC) in the Education Building houses library materials for K-12 students and contains some materials relevant to the Theatre for Young Audiences program.

The UCF Libraries have resource sharing agreements with several regional and national consortia including: State University Libraries of Florida (SUL); Florida Library Information Network (FLIN); Association of Southeastern Research Libraries (ASERL); LYRISIS (successor organization to the Southeastern Library Network, SOLINET); OCLC. The primary resource sharing service is Interlibrary Loan. The Libraries also serve regional campus locations through Interlibrary Loan and through a courier service. The Libraries negotiate discounted pricing for many electronic databases as a participant in the Florida Virtual Campus (successor organization to the Florida Center for Library Automation, FCLA).

Especially useful to Theatre students and faculty are the collections of the Rollins College Library that have much older collections than UCF.



## COLLECTION MANAGEMENT ISSUES

### A. REPLACEMENT

Any book lost or stolen, which appears on the Missing titles sheets distributed by the Circulation Department to the Collection Development Librarian, will be considered for replacement. The title may be ordered directly from the Collection Development replacement budget fund at the discretion of the Head of Acquisitions and the Collection Development Librarian for Theatre if the title is essential to the collection. Outdated or superseded editions will not be reordered unless there is a specific need.

### B. RETENTION/DESELECTION

The decision to dispose of certain items takes into account such factors as past circulation, date of publication, nature of the material, and the judgment of interested faculty members as to the continued usefulness of the material to their subject areas. In general, materials in the Theatre collections are rarely withdrawn unless they are in poor condition. Those in poor condition are replaced as funding permits.

### C. OUT OF PRINT ACQUISITION

As with other acquisitions, out-of-print titles will be acquired if there is a clear need to have the specific item in the collection and the price is reasonable.

### D. PRESERVATION

The Collection Development Librarian will consult with the Special Collections Department on all matters relating to the care, repair, and safekeeping of all circulating library materials regardless of format type. Preservation issues of importance to the Collection Development Librarian include:

- a. collection maintenance of existing materials—rehousing, rebinding, repair, conservation, medial transfer;
- b. deacidification projects—selected titles, whole collections, or partial collections;
- c. reformatting materials to microfilm or digital images; and
- d. Questions related to gifts-in-kind that may require preservation attention before materials are added to the collection.