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Collection Development Policy, Art

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More details are covered by [Collection Policies for the UCF Libraries](#)
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Collection Development Statement

Program: Art History
Subject Librarian: John Venecek
Date Revised: May 6th, 2020

Collection Purpose

The primary purpose of the art collection is to support the instructional and research needs of the students and faculty in the Art History program, which consists of an undergraduate major and minor. Secondary users are the faculty and students in related disciplines including Advertising, Education, English, Film, History, Texts & Technology as well as various area studies and other Humanities.

Degrees:

- Art, History Track (B.A.)
- Art History Minor

Selection Guidelines

Key Subject Areas

Art History is far-ranging and diverse. The scope of our collection is broad with an emphasis on the curriculum and research interests of faculty. Key subject areas include Baroque, Italian Renaissance, Impressionism, and 19th - 21st Century American art. Other areas of focus include African and Latin America, women and gender studies, and all aspects of modern and contemporary art. Materials on performance art as well as decorative arts, ceramics, glass, metalwork, sculpture, and textiles are acquired on a selective basis.

Formats

Monographs: The primary focus is on art history and theory monographs that support the curriculum and research interests of faculty and students. We typically do not purchase coffee table books unless they include substantial critical essays. Artist collections and exhibit catalogs are purchased selectively with an emphasis on titles that feature substantial essays. Books in areas such as architecture and photography are purchased if they have interdisciplinary appeal. The collection consists primarily of monographs with media such as art-related documentaries purchased occasionally.

Media: Art-related documentaries are purchased selectively and often to support a specific class. Formats range from streaming video to DVD and Blu-Ray. VHS is no longer supported.

Journals & Databases: The Libraries maintains access to many scholarly journals both in print and through one of our related subject databases. Here's a *selective* list of key Art and related subject databases:

Art

Art & Architecture Source
Arts and Humanities Citation Index
Art Index Retrospective
ARTstor
Bibliography of the History of Art (BHA)
Fine Arts
Index to 19th Century American Art Periodicals
Oxford Art Online

Related

Academic Search Premier
Essay and General Literature Index
Humanities Abstracts
Index to 19th Century American Art Periodicals
JSTOR
MLA Bibliography
Project Muse

Distinctive and Special Collections: Requests for rare, collectible, and distinctive formats are considered on a selective basis. These formats include:

- Limited edition monographs, exhibit, and museum catalogs are purchased selectively, often in consultation with Special Collections and University Archives.
- Microfiche and slides are no longer collected.
- Some unusual formats are purchased and held in the Book Arts Collection of Special Collections.

Languages

While the scope of the art collection is largely English, the Libraries also holds a significant number of foreign language titles, especially in French, German, Russian, and Spanish. Foreign language materials are purchased selectively and often at the recommendation of a faculty member who specialized in that subject area.

Geography

Emphasis is on the United States, Western Europe, Latin America, and the Caribbean. Secondary emphasis follows curriculum offerings and includes Africa, India, East Asia, and the mid-East. Representative works on the art and art history of other geographic areas are added selectively.

Chronology

Works representing all time-periods are collected with an emphasis on the 20th and 21st centuries.

Collection Management Issues

- **Replacement**
 - Any book lost or stolen, which appears on the Missing titles sheets distributed by the Circulation Department to the library liaison, 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 Finance if the title is essential to the collection. Outdated or superseded editions will not be reordered unless there is a specific need.

- **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.
 - Outdated, unused, and no longer reliable materials are removed from the collection.
 - Deteriorated materials can be repaired, replaced, or discarded.

- **Periodicals or electronic resources will be weeded when:**
 - The libraries have only fragments of a title, which do not justify the cost of filling out the run with an alternative format.
 - A title has not been subscribed to for more than ten years and its value is not apparent.
 - A title has not been currently subscribed to for at least five years and the related programs have been discontinued.
 - A title has been replaced by electronic access (or a different form of electronic access) and its retention is no longer necessary or advisable.

- **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.

- **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:

- Collection maintenance of existing materials – rehousing, rebinding, repair, conservation, media transfer
- Deacidification projects - selected titles, whole collections, or partial collections
- Reformatting materials to microfilm or digital images
- Questions related to gifts-in-kind that may require preservation attention before materials are added to the collection

Research Guides

We currently have seven research guides to support the art program including a mix of general guides and guides to support specific classes. They are as follows:

[Art](#)

[ART 5284 - Design Theory & Methods](#)

[Art Education](#)

[Artstor Instructors guide](#)

[Artstor User Guide](#)

[Cervantes](#)

[Images & Sounds](#)