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Libraries' Documents

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5-12-2020

## Collection Development Policy, English

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

Venecek, John, "Collection Development Policy, English" (2020). *Libraries' Documents*. 20.  
<https://stars.library.ucf.edu/lib-docs/20>

# Collection Development Statement

Program: English

Subject Librarian: John Venecek

Date Revised: May 12<sup>th</sup>, 2020

## Collection Purpose

The primary purpose of the English literature collection is to support the learning and research needs of faculty and students in the English Department. However, the English literature collection gets strong use from fields throughout the humanities including communications, theatre, film, history, philosophy, and women's studies. Degree programs are as follows:

### Undergraduate Degrees

- English B.A. – Creative Writing
- English B.A. – Literature
- English B.A. – Technical Communication

### Undergraduate Minors

- Creative Writing
- Digital Humanities
- Florida Studies
- Linguistics
- Literature
- Medieval and Renaissance Studies
- Technical Communication

### Graduate Degrees

- Creative Writing MFA
- Literary, Cultural and Textual Studies M.A.
- Technical Communication M.A.

## Selection Guidelines

### Key Subject Areas

The English literature collection is diverse with an emphasis on the current curriculum and research interests of faculty and students. Key subjects include Medieval English literature, early American, Southern and Gothic literature, British and Irish literature, queer and gender studies, Women's literature, Victorian literature and culture, Milton, Shakespeare, science and literature, Digital Humanities and Textual Editing, and more. The regional focus is primarily on Western Europe and North America with strong interest in

Africana, Caribbean, and Latin American literature. We also seek out books that might be considered niche or new and emerging areas of studies such as digital humanities, fandom, digital storytelling, game theory, space and place, and more.

## Formats

**Monographs:** The primary focus is on monographs that support the curriculum and research interests of faculty and students. With the stated goal of building a research-level collection, we focus primarily on scholarly monographs that demonstrate a high-level of currency and comprehensiveness and, more generally, books that show promise of becoming standard in their fields. We also purchase highly rated contemporary literature, quality reissues of classics, and popular literature on a more selective basis. Because of overwhelming demand from faculty, we favor print monographs over e-books in most cases.

**Media:** There is strong interest in a wide variety of films within the English department ranging from documentaries to performance pieces to feature films. We typically defer to the film specialist to make most of these purchases except for educational documentaries, which are often purchased by request and taken out of the English fund. 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 in print and through our subject databases. Here is a *selective* list of key English literature databases:

### Key Literature Databases

- Dictionary of Literary Biography Complete Online (DLB)
- Literature Criticism Online
- Literature Resource Center
- LitFinder
- MagillOnLiterature Plus
- MLA International Bibliography
- OED: Oxford English Dictionary
- Patrologia Latina

### Related Databases

- Academic Search Premier
- Eric
- Essay & General Literature Index
- Historical Abstracts
- Humanities Abstracts
- JSTOR
- Linguistics and Language Behavior Abstracts (LLBA)
- Project Muse

## **Primary Sources (Selected)**

- American Periodicals (ProQuest) (1741-1940)
- America's Historical Imprints (NewsBank/Readex) (1639-1922)
- British Periodicals (1681-1939)
- Colonial America (Adam Matthew) (1606-1822)
- Early English Books Online
- Eighteenth-Century Collections Online (ECCO)
- Evans Digital: Early American Imprints, Series I, 1639-180
- Indigenous Peoples: North America (Gale)
- North American Women's Letters & Diaries: Colonial to 1950 (Alexander Street)
- Shaw-Shoemaker: Early American Imprints, Series II, 1801-1819

**Distinctive and Special Collections:** Special Collections and University Archives (SCUA) holds significant collections supporting research in Africana studies. The centerpiece of the collection is African American Legacy: The Carol Mundy Collection, which consists of more than 1500 items including books, documents, newspapers, broadsides, photographs, and other ephemera. Acquisitions of rare and collectible materials in this area or directed to Special Collections.

## **Languages**

Most of the literature collection is in English. Foreign language materials are often purchased with the Modern Languages fund. For more information about those guidelines, please see the Modern Languages collection development policy.

## **Geography**

All geographic areas are considered that support the current curriculum and research interests of faculty and students. There are no specific restrictions.

## **Chronology**

Old English (ca. 449 C.E.) through the present.

## **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 have ten research guides to support the English Department:

[AML 3286 - Early American Women's Words](#)

[Cervantes](#)

[English & Literature](#)

[LIT 3212 - Frankenstein](#)

[Medieval Studies](#)

[MLA 8th Edition](#)

[MLA Style Guide](#)

[Shakespeare Resources](#)

[Spanish Literature \(Medieval & Golden Age\)](#)

[Technical Communication](#)