
Libraries' Documents

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Collection Development Policy, Political Science

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COLLECTION DEVELOPMENT STATEMENT

Department: Political Science
Drafted by: Linda K. Colding
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COLLECTION PURPOSE:

The collection supports the instructional and research needs of undergraduate and graduate students as well as the research endeavors of the faculty. Users of the political science collection include students and faculty from the Political Science Department as well as from additional departments including History, Public Administration, and Legal Studies. The broad application of political science to other disciplines insures a wide use of the collection by those other than political scientists. The utilization of the Library's resources by the general public as well as by students and faculty of other state universities and local colleges merits some consideration but is not a strong factor in collection decisions.

DEGREE AND CERTIFICATE PROGRAMS:

Doctoral

Programs: Ph.D. Security Studies

Graduate

Programs: Master of Arts Political Science

Undergraduate

Programs: Bachelor of Arts Political Science (American Politics & Policy)
Bachelor of Arts Political Science (International Relations-Comparative Government)
Bachelor of Arts Political Science (Prelaw track)
Bachelor of Arts International & Global Studies

Minors: Diplomacy
European Studies
Global Peace & Security Studies
International and Global Studies
Political Science
Prelaw
Terrorism Studies

Certificates: Diplomacy

The University of Central Florida (UCF) offers a Ph.D. in Security Studies which began in Fall 2013. This program, unique in the state of Florida, offers training of the highest quality

for students interested in national security, international affairs, world politics, and transnational problems. The program is designed to produce specialists capable of analyzing and communicating security issues to policy makers, the general public, and the government, and academia. It is expected that the majority of graduates will work in military and other governmental organizations, international corporations, and security agencies. Others will seek employment in research and teaching in institutions of higher education.

The Master of Arts in Political Science degree program is designed to accommodate a range of professional and intellectual needs. Students are prepared to enter positions in government and the private sector in which the ability to comprehend, influence, and respond to government policy is critical. The program also prepares interested students for pursuit of a PhD degree in Political Science or International Relations. During the 2013 – 2014 academic year, 12 Master degrees were awarded.

The Department of Political Science also offers three Bachelors of Arts programs. The political science major offers three distinct track options: American Politics & Policy, International Relations-Comparative Government, and Pre-Law. Graduates from the Political Science programs are prepared to go on to graduate or law school opening more career paths. The International and Global Studies major offers a degree that combines knowledge in core issues of international and global politics with a focus on regional and national politics. Graduates from the program are prepared to go to pursue careers in the international field in public and private organizations, or continue to graduate school. During the 2013 – 2014 academic year, 356 Bachelor degrees were awarded.

The majority of courses are offered by the Department of Political Science are held at the UCF Orlando campus and online. A few courses were available at the UCF Cocoa campus and through the study abroad program in Australia.

COLLECTION DESCRIPTION

The bulk of the political science collection is housed in the John C. Hitt Library on the Orlando campus. However, some works are housed at the UCF Regional campuses. Over the years, the library has reduced the number of print indexes. The majority of indexing resources are online, full-text databases including: Academic Search Premier, CIAO (Columbia International Affairs Online), Military & Government FullTEXT, PAIS International, Worldwide Political Science Abstracts, and SAGE Premier. Several databases were specifically purchased for the Security Studies Ph.D. program. They include: Armed Conflict Database, Digital National Security Archive, PolicyFile, and War & Terrorism.

Government publications contain primary data and policy information that are also important to the study of political science. As a member of the Federal Depository Library Program, the UCF Libraries receive more than 94 percent of non-classified federal documents. The library also has access to the Naval Postgraduate School's Homeland Security Digital Library. In addition to federal government publications, as a depository for Florida state publications, issued Florida documents are received by the UCF Libraries.

GUIDELINES

Chronology

Although no limits are placed according to dates, emphasis is placed on the 20th and 21st centuries. However, in support of political science history and philosophy, other time periods are represented.

Language

Although there are no limitations as to which languages the libraries collect, the bulk of resources obtained are in English.

Geographical

No limit is placed on the geographic scope of materials.

Subject Treatment

All political science subject matter is acceptable for the collection with an emphasis placed on those areas in which faculty and students at the University of Central Florida are actively engaged in research. These areas include, but are not limited to, government, international relations, comparative politics, security studies, homeland security and terrorism.

Formats

The Libraries' collections currently consist of print and electronic books and journals, 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.

Publication Dates

Emphasis is placed on current materials. Retrospective purchasing will be very selective.

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 Political Science 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 should be 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 that 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

Online access to out-of-print dealers now often makes location of these items relatively convenient. 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