

# Collection Development Policy, Writing and Rhetoric

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# Collection Development Statement

Department: Department of Writing & Rhetoric  
Drafted by: John Venecek  
Date drafted: January, 2015

## Collection Purpose

The primary purpose of this collection is to serve the learning, instructional, and research needs of the students and faculty in the Department of Writing & Rhetoric as well as those in related departments such as Communication, English, History, and Philosophy. The DWR is still a relatively new department, having split from English in 2010 and having its undergraduate major approved in the spring of 2014. Therefore, the curriculum and the focus of the department is still being formed. This can present some challenges for collection development.

Also, the Libraries will be provided \$3,000 for four straight years to help fill in some of the gaps in the collection that were identified during our collection analysis in 2013. There have also been many new faculty hired in the last several years, so we will be using those funds to help support their research interests.

## Undergraduate Programs

- B.A. in Writing & Rhetoric

## Minors

- Writing & Rhetoric

## Certificate

- Public and Professional Writing

## Collection Description:

Although the DWR is a new department, the collection in this area is fairly strong. This is because rhetoric and composition theory had previously been collected as part of the English profile. Other materials had been obtained through related departments such as Communications and Philosophy. The current focus is to strategically purchase unique niche subjects within writing & rhetoric to support the research interests of current faculty and the ever-changing curriculum. There is also an emphasis on primary source research in the undergraduate curriculum, so we strategically seek out these types of materials in various formats.

## Monographs and Media

The preference is for hardcover monographs, although e-books are collected as well. Other media, such as DVDs and streaming video, are of value as well.

## **Journals & Databases**

The Libraries subscribes to most of the key Writing & Rhetoric journals, including *College Composition and Communication*: CCC, *JAC: A Journal of Rhetoric, Culture, & Politics*, *Kairos*, *Philosophy & Rhetoric*, *Rhetorica*, *WAC Journal*, *Writing on the Edge*, *Writing Program Administration (WPA)* and others.

UCF also subscribes to the following online databases that provide indexing and some full text access to materials relevant to this program:

- Academic Search Premier – A general database that includes a substantial amount of articles related to writing, rhetoric, literacy and other topics related to this field;
- Communication & Mass Media Complete – Provides access to a number of core journals in this field including *Advances in the History of Rhetoric*, the *Journal of Basic Writing* and *Philosophy and Rhetoric*;
- CompPile – An open access database, but one that can be accessed through our database page;
- Eric – the main education database that offers a plethora of articles on topics like literacy and pedagogy that pertain to this program;
- JStor – Provides access to several core journals including *College Composition and Communication: CCC*, *Rhetoric Review*, and *Rhetorica: A Journal of the History of Rhetoric*;
- Linguistics and Language Behavior Abstracts (LLBA) – the primary linguistics & language-related database, but also includes a wide range of articles related to writing & rhetoric.
- MLA International – The primary English/literature database that also indexes articles related to composition theory & rhetoric;
- Philosophers' Index – the key philosophy database that includes a wealth of articles related to rhetoric including access to the core journal, *Philosophy and Rhetoric*;
- Project Muse – High quality multi-disciplinary database that provides access to several key literature and rhetoric journals including *Discourse*;
- PsycInfo – the key psychology database, but actually contains quite a few articles related to literacy, writing and other topics related to this field;

## **Collection Guidelines**

### **Chronology:**

All time periods are collected.

### **Languages:**

The emphasis is on collecting materials in English, although some foreign language materials may be purchased, usually upon faculty request.

### **Geography:**

The focus is on monographs produced in the United States.

## **Subject Statement:**

Writing & Rhetoric is a varied, multi-disciplinary subject, which presents some challenges for collection development. The following keywords were supplied by representatives from the DWR during the collection analysis we created in support of their undergraduate major proposal (2013). These terms can be used as a guide for collection development as well.

Academic Writing  
Argumentation  
Basic Writing  
Business Writing  
Civic Engagement  
Classical Rhetoric  
Communication  
Community Literacy  
Computers and Writing  
Composition  
Cultural Rhetoric  
Digital Writing  
Discourse Analysis  
Discourse Communities  
Genre Studies  
Global Writing  
Grammar  
Linguistics  
Literacy and Technology  
Literacy/Illiteracy  
Medical Writing  
Persuasion  
Professional Writing  
Proposal Writing  
Report Writing  
Rhetoric of Human Sciences  
Rhetoric of Science and Technology  
Rhetorical Criticism  
Rhetorical History  
Rhetorical Theory  
Visual Rhetoric  
Writing  
Writing History  
Writing across the Curriculum  
Writing Assessment  
Writing Centers  
Writing in the Disciplines  
Writing Pedagogy  
Writing in the Disciplines

## 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