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Collection Development Policy, Writing and Rhetoric

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

Department: Writing & Rhetoric

Subject Librarian: John Venecek

Date Revised: May 29th, 2020

Collection Purpose

The 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 related departments such as Communication, English, History, and Philosophy. The DWR collection consists of traditional topics such as classical rhetoric, composition studies, genre theory, Writing Theory and Pedagogy, and assessment but there is also strong interest in new and emerging areas such as digital rhetoric, graphic literature, discourse communities, activism and social change.

Undergraduate Programs

- Writing and Rhetoric, B.A.
- Writing and Rhetoric Minor
- Public and Professional Writing Certificate

Graduate Programs

- Rhetoric and Composition, M.A.
- Professional Writing Graduate Certificate

Collection Description:

Although the DWR is still a relatively new department, our collection is strong. Classic rhetoric and composition theory were collected as part of the English profile with other materials were acquired through the departments of History and Philosophy. The current focus is to build on niche areas within the field of writing & rhetoric to support the research interests of current faculty and the ever-changing curriculum.

Collection Guidelines

Key Subject Areas

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

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 actively collect graphic literature with advisement from faculty who specialize in this area. The emphasis is on print monographs although e-books are often purchased for online courses.

Media

There is not much call for media in the DWR but any requests would be considered. Formats range from streaming video to DVD and Blu-Ray. VHS is no longer supported.

Journals & Databases

The Libraries subscribes to many 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. Aside from *CompPile*, there is no dedicated Writing & Rhetoric database. Further, the interdisciplinary nature of the curriculum, with an emphasis on writing in the disciplines, means we rely on databases from other disciplines. Those include the following:

- **Academic Search Premier:** A general database that includes a substantial number of articles related to writing, rhetoric, literacy and other topics related to this field;
- **Communication & Mass Media Complete:** Provides access to several core writing journals 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 premier 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 Bibliography:** 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:** A good multi-disciplinary database that provides access to several key rhetoric journals including *Discourse*;
- **PsycInfo:** The premier psychology database that contains many articles related to literacy, writing, and other related topics;
- **Web of Science:** Good resources for writing in the sciences.

Chronology:

All time-periods are collected.

Languages:

The emphasis is on English materials with some foreign language items purchased by request.

Geography:

The focus is on monographs produced in the United States with some specialized coverage of other areas as well.

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 maintain four research guides to support Writing & Rhetoric:

- [Writing for Social Change](#)
- [Exploring and Analyzing Issues](#)
- [Technical Communication](#)
- [Writing and Rhetoric](#)