

# Collection Development Policy, Africana Studies

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John Venecek  
john.venecek@ucf.edu

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# Collection Development Statement

Department: Africana Studies  
Drafted by: John Venecek  
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## 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 Africana Studies and all the students taking either the courses required to fulfill the minor in this area or are simply taking selected classes as electives. The only formal program within this department is an undergraduate minor, which consists of 18 credit hours from a wide range of subject areas including African American Studies, Africana History, Film, Fine Arts, Latin American Studies, Literature, Political Science, Psychology, Sociology, and Anthropology.

Even though this department is relatively small, these courses are often taken as electives by students from across the curriculum and, conversely, their affiliated faculty come from art, finance, history, literature, music, philosophy and sociology, so this collection should be considered cross-disciplinary.

## Undergraduate Minor

The minor in Africana Studies complements a student's breadth of knowledge and is organized to relate to the student's major area of study. The minor consists of six credit hours of core interdisciplinary foundation courses, nine credit hours of directed African American Studies courses and three credit hours in an upper level seminar on African American Studies (18 total credit hours).

## Collection Description

The Africana Studies collection contains a variety of materials to support not only departmental students and faculty but also to serve disciplines that are often associated with Africana Studies and that make heavy use of the collection including anthropology, art, literature, philosophy, sociology and history.

## Monographs and Media

The majority of the collection is in monographic works, primarily hardbound, but also includes an array of media and e-books. Further, Special Collections is home to African American Legacy: The Carol Mundy Collection. These materials provide a unique aspect to the collection as they consist of primary source materials spanning the early 1800s through the present day.

Because the collection is so multidisciplinary, it is difficult to attach a concrete number to our holdings. This was further complicated by the department's recent shift away from African American Studies to the broader Africana Studies.

## Periodicals & Databases

Many of the scholarly journals that pertain to Africana Studies can be accessed through our many subject databases. There are a few that are specific to Africana Studies:

African American Biographical Database  
Africa Bibliography  
Ethnic NewsWatch  
HarpWeek: The Civil War Era Reconstruction I & II

However, there are many other subject databases that are relevant to this sweeping discipline. Some of those include:

Academic Search Premier  
America: History and Life  
Arts and Humanities Citation Index  
Dissertation Abstracts  
Eric  
Essay and General Literature Index  
Historical Abstracts  
Humanities Full Text  
JSTOR  
Literature Criticism Online  
Literature Resource Center  
MLA International  
Project Muse  
PsycInfo  
Sociological Abstracts

## Collection Guidelines

### **Chronology:**

- All relevant periods of history are collected with the goal of acquiring both current authoritative works and retrospective materials that are of historical interest and/or have research value.

### **Geography:**

- Focus is on American and the Africa diaspora.

### **Languages:**

- Most materials are in English, but some foreign language materials may be acquired when appropriate.

### **Material Formats:**

- The collection currently consists of print and electronic books, journals, databases, audio/visual material, microform, photographs, archival material, rare books and manuscripts, government publications as well as dissertations and theses. Other formats will be added as they are developed if they meet our selection criteria. Microforms (except for journals) are rarely added now.

## **Publication Dates**

- Materials are collected of all possible imprint dates though there is an emphasis on more contemporary (20<sup>th</sup> through current centuries) materials.

## **SUBJECT STATEMENT**

- Since this discipline is multi-disciplinary, it is difficult to establish boundaries without crossing into related areas. Generally speaking, we would like to maintain a research level collection in the following areas: History of African Americans in the United states, literary works by major African American writers and literary criticism of African American literature in general, religion and religious practices of African Americans (historical & current), Social Sciences and sociological studies on African American culture and related issues and studies related to African American Women.
- The UCF libraries would also like to maintain a competent resource-level collection that includes materials from African American art and more popular materials by or about African Americans that range from the social sciences to the humanities.
- Other subjects that may be collected in collaboration with subject specialists from other disciplines include: Education Issues, legal materials, political science and policy and professional issues relevant to African Americans.
- Anthologies prepared primarily for undergraduate textbooks are not normally acquired.
- Critical studies of individual authors and individual works are collected, including anthologies of criticism of a particular writer or a particular text.
- Biographies, concordances, reference works and some bibliographies are collected.
- Only classic juvenile works are purchased though critical and biographical works relating to juvenile literature are acquired. The Curriculum Materials Center houses most children's' literature.

## **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