Link Library Collection Management Policy

A. Purpose Statement

This document contains principles and guidelines for librarians and faculty members to use as they systematically develop and maintain the collections of Link Library at Concordia University, Nebraska. A successful academic library is a partnership between library staff and the administration, faculty, and the whole university community.

B. University Mission Statement

Concordia University, Nebraska is an excellent academic and Christ-centered community equipping men and women for lives of learning, service and leadership in the church and world.

C. University Library Mission and Goals

Link Library exists to support the mission of the University by providing information resources, related services, and flexible spaces to help our students, faculty, staff, and administration succeed in all their vocational goals, but especially those of scholarship. As an extension of this mission, Link Library also serves as a resource for the local community and regional churches and church workers.

In order to accomplish this mission, the Library has the following goals:

1. To provide information resources in print, electronic, audiovisual and other formats to support all areas of the University’s curriculum and the spiritual and personal growth of our students and all members of the University community.
2. To provide a setting that encourages growth in the various disciplines of knowledge and integrates that knowledge with the Christian faith.
3. To help students, and all library users, grow in information literacy—that is, how to find quality information, evaluate it, and make critical use of it in education and life.

D. Responsibility for selection

The development of the library collection is the joint responsibility of the faculty and the librarians. Each faculty member is encouraged to recommend materials in their subject area and especially materials related to the classes they teach. Any member of the University community is welcome to suggest materials appropriate for the collection. However, the Library Director has ultimate responsibility for the overall management of the library collection.
E. Intellectual Freedom Issues

The library's collection reflects the fact that Concordia University is a Lutheran Christian institution. However, as scholars need to examine differing viewpoints and students need to develop critical thinking skills, the library will hold some materials that may differ from the religious, social, and political views of some members of the Concordia community.

Link Library provides access to a wide variety of information resources through the Internet, through third-party media aggregators, and through interlibrary loan services. Some materials available through these outside sources may not conform to our local selection criteria. Link Library is not responsible for the content of resources obtained from these outside sources.

In the case that a member of the Concordia community finds an item in the library collections offensive or objectionable, the member may request action using the following procedure:

1. The library user may explain their objection to the Library Director.
2. The library user may file a written challenge by filling out a Request for Reconsideration, available at the library and on the library’s website.
3. The Library Director will review the Request for Reconsideration, and after consultation with relevant members of the faculty, staff, and/or administration, issue a written response to the library user stating whether the material complies with the selection criteria of the Collection Management Policy, and describing any action that may, or may not, be taken.
4. If the decision is not satisfactory, the library user has the option to appeal the decision with the University Provost.

F. General policies on selection, deselection, and replacement

The following criteria will guide the selection of library materials. However, this list is descriptive, and is not intended to be exhaustive.

1. Relevancy: Does this material support the present or anticipated curricula or otherwise support the mission of Concordia University and the goals of the Library?
2. Intended audience: Is the title written at a level appropriate for its intended use at Concordia, whether undergraduate students, graduate students, faculty, or others?
3. Authority: Is the author an authority on the topic of this work? Is the publisher a reputable publisher in this subject field? Is the title a notable work in its field?
4. **Currency:** Does the title provide current information on its topic, or is it outdated? Does the University’s mission and curriculum warrant holding historic perspectives on this topic?

5. **Accuracy:** As far as can be determined, is the information in this title accurate?

6. **Evaluative reviews:** How has this title been received by experts in the field? (This is especially important if the author or publisher are less well known.)