SELECTION AND ACQUISITION OF LIBRARY/MATERIALS

Librarians: 1. Chemeketa Community College librarians are primarily responsible for collection development. A number of criteria are taken into their selection process including, but not limited to:

1.a. Reputable review sources
1.b. Bibliographies of recommended material by subject area
1.c. Local demand and regional availability through partnership agreements.
1.d. Input from instructors, students, and members of the community

Other selection criteria are detailed in the library’s collection development guideline.

Requestor: 1. Written requests for materials may be forwarded to the library.

1.a. Written requests to purchase materials are reviewed by the librarians and decisions to purchase are based on appropriateness of item for collection and available funding.
1.b. When possible, the requestor will be notified of the decision to purchase or not.

Library: 1. If decision to purchase is made, then the materials are ordered.

2. If requested, the library will notify the requestor when materials arrive.

Dean and Executive Dean: 1. Final decisions for development and management of the library collection lies with the Dean of Library and Learning Resources and the Executive Dean of Student Development and Learning Resources.

June 25, 1985

Adopted College Council
December 12, 2007

June 23, 2015

Revised by College Executive Administration

Revised