

Olin College Library Collection Development Policy

1. To support the Olin curriculum:

- a. **An in-depth reference collection.** This will support Olin students in courses and project work. This collection should not duplicate print or electronic resources outside our core collection areas.
- b. **A strong undergraduate-level collection in the areas covered by the Olin curriculum: math, science, engineering, physics, and AHSS courses developed at Olin, as well as topics covered in projects.** This collection will be supplemented by access to collections at Wellesley and Babson College Libraries and other institutions. In general, the library does not collect textbooks or consumables such as workbooks. The engineering and science collections will be given preference in the collection development efforts.
- c. **Course reserves.** Materials requested by faculty members for use in a specific course are obtained for the library reserves collection. If multiple copies of materials are requested, the library will generally use a 1:10 ratio to determine how many copies may be purchased.
- d. **A selective interdisciplinary browsing collection of current print journals.** As the library collection grows, back issues of journals will be retained only for core journals to which we do not have permanent electronic access.
- e. **A collection of core electronic journals.** Resources include general interdisciplinary collections for undergraduates and research journals in engineering fields covered by the Olin curriculum.
- f. **Courseware, databases, free websites, and other information resources relevant to the curriculum at Olin.**

2. To support Olin's research and independent study:

- a. **In-depth book collections in a few selected areas, including engineering, innovation and creativity, history of science and technology, social aspects of technology, and design.** These collections will support unique aspects of Olin's curriculum and research and give us collections of interest to other libraries in consortial arrangements.

These collections may be supported by specially solicited endowments.

- b. **Supporting collections in other areas, including entrepreneurship, pedagogy, professional ethics, philanthropy, biography, intersection of art and science, music, art, and photography.** These collections will support research and extracurricular interests of the Olin community in balance with the engineering and science collections.
- c. **Access to abstracts, indexes, and databases which provide citations or full text of additional resources, including journal articles.** This will support Olin faculty and advance students in their research.
- d. **Electronic journals and other research materials in math, science, engineering, and other areas of faculty research.**

3. To support the Olin Community

- a. **Co-curricular support.** Materials requested by co-curricular instructors for the use in a specific co-curricular are obtained with cost sharing from the instructor's Student Life budget for the unit.
- b. **Club support.** Materials requested by campus clubs and other groups for use within the group and throughout the larger community are obtained for the library collection. New clubs and groups may request up to \$500 in materials in their first year. In subsequent years materials requested will be purchased within the library's budget constraints.
- c. **Community Collection.** Each member of the Olin community is given the opportunity to recommend one item to be added to the library collection. One item equals one book, or one DVD, etc. In a multi-volume set, each volume counts as one item. These materials, which may not qualify under another category of our collections model, reflect special interests of individuals at Olin and add to the community nature of the library.
- d. **A selective leisure reading/listening/viewing collection.**
- e. **Gifts and Donations.** The Olin College Library welcomes the donation of materials by authors with an Olin affiliation and materials that support curricula or faculty research and are compatible with the Library's collection development goals. Gifts will be evaluated based on their condition, quality, age, and relevance to the curriculum prior to becoming part of the library's holdings. Items which were published prior to 2000, are marked personal

copies, instructor review copies of textbooks, workbooks, case studies, photocopies, conference proceedings, and items marked with a highlighter or otherwise damaged are examples of items we cannot consider for the collection and therefore cannot accept as a gift. Donated and accepted items that are not incorporated into the collection will be given to Olin students, sent to another library, sent to a book reseller, or discarded. Please email library@olin.edu if you have items to donate or if you have questions about the Gift/Donation Policy.

- f. **Tools collection.** The Library will acquire tools for the use of students, faculty, and staff to support projects on campus. Tool donations and suggestions are welcome. The collection is generously sponsored by the Class of 2012 gift.