

Library Collection Development Plan

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I. Introduction

This collection development plan is intended to define the collection policy of the University of Connecticut Law Library and to provide a blueprint for the maintenance and expansion of the library's collection in all formats. The policy should assist those responsible for selecting materials for the collection to understand the philosophy and rationale that guide the development of the collection. With this plan, the library will be able to allocate acquisition funds wisely, shape a strong collection, and inform the university community of the nature of the collection.

This statement expresses the current needs of the School of Law community. Academic programs grow and change, and this plan will be revised and reviewed periodically to meet any future needs.

A. Mission Statement

The University of Connecticut School of Law Library's mission is to plan and provide information services that support the advancement of legal scholarship, education, and research by serving the access and instructional needs of the law school community. As part of the University of Connecticut, we have a special responsibility of service to the public as well.

B. Objectives

1. Support the scholarly and instructional work of the faculty and law students.
2. Acquire and preserve major primary, secondary, and comparative legal works of the United States, selected nations, and international organizations.
3. Acquire and preserve other significant research material that is relevant to faculty interests and will attract scholars to the School of Law.
4. Coordinate with other University of Connecticut libraries to the extent possible in order to share resources and provide the School of Law community with excellent access to non-legal resources.
5. Meet the library standards of the American Bar Association, the American Association of Law Schools, and the United States Depository Library Program.
6. Collect and make accessible archival material relating to the School of Law, its graduates, or the local legal community.
7. Provide limited support for a collection of materials useful to non-lawyer citizens of the state of Connecticut.

C. Responsibility

The Director of the Law Library has final responsibility for the maintenance and development of the library's collections and services. The Director has delegated some oversight and selection responsibilities to the Associate Law Librarian for Library Services and the members of the Collection Development Group. The Collection Development Group includes the Director of the Law Library, the Associate Law Librarian for Library Services, the Acquisitions Librarian, the

Head of Reference, and one other reference librarian in a rotating system. The group meets monthly throughout the year.

D. Collecting Levels

1. Minimal

Few selections are made beyond basic works and those of renowned authors in the field

2. Basic

Highly selective collection that introduces and defines the subject and indicates the variety of information that can be found elsewhere. The collection includes major reference tools, selected editions of important works, and a few major periodicals in the least number that will serve the purpose. This type of collection is not sufficiently intensive to support law school courses or independent study. Older editions of looseleafs and treatises will not normally be retained.

3. Instructional

Collection includes a wide range of monographs and periodicals of a representative nature to allow a general understanding of the subject. Reference works and secondary works relating to the subject are selective. The collection can support most graduate law classes and clinics as it includes as many multi-jurisdictional treatises as possible, selected student texts, looseleaf services, and important government documents. Older editions of looseleafs and treatises will not normally be retained.

4. Research

Extensive collection supports journal students, seminar students, and most faculty research needs. It includes most multi-jurisdictional treatises and looseleaf services, current and historical, and an extensive collection of monographs, periodicals, and government documents. If appropriate for comparative purposes, foreign law materials in English may be collected. Older editions of looseleafs and treatises will be bound and retained.

5. Comprehensive

Strives to collect all relevant works in formats and languages appropriate for the library. Older editions of looseleafs and treatises will be bound and retained.

II. Selections

Process

The selectors are the Director of the Law Library, the Associate Law Librarian for Library Services, the Acquisitions Librarian, and all reference librarians. Selectors have assignments to select printed material from particular sources, such as YBP book notices, publishers' catalogs, etc. All selectors are expected to review the incoming materials on the new book truck in reference on a weekly basis. The Insurance Law Librarian and the Foreign/International Law Librarian will do the majority of selection in their respective areas.

Each selector makes recommendations for purchase and forwards the appropriate material to the Acquisitions Librarian. The selectors should also note if there is a

special location designated for the material, such as Reference or the Reading Lounge Collection, and whether an ongoing subscription is needed. In the occasional circumstance where the selector feels that more than one copy is needed, that information also should be indicated.

Each selector may request the purchase of items for \$250 or less. If the cost is more than that amount, or the cost of an annual subscription is more than that amount, then the item will be brought before the entire Collection Development Group for discussion.

Electronic resources merit consideration from many angles and will be brought before the entire Collection Development Group regardless of price.

A. Tools

The library has an approval plan through Yankee Book Press for university press U.S. legal titles. Package plans are in place with organizations such as the ABA, and OECD. Selectors will routinely make additional selections from the following tools:

1. YBP's GOBI for new law and law-related titles not received on approval
2. Publishers' catalogs
3. Publishers' brochures and flyers received in the mail
4. Gaunt book slips
5. Hein Current Publications in Legal and Related Fields
6. Book reviews in the Chronicle of Higher Education, Publisher's Weekly, Library Journal, the New York Review of Books, the London Review of Books, Publisher's Weekly, and other professional literature encountered by selectors

B. Faculty Requests

Requests for material made by faculty members are honored unless the cost or subject matter is beyond the scope of regular library purchases. Selectors pass routine requests to the Acquisitions Librarian. Faculty requests that are costly or significantly beyond the normal parameters of the collection will be brought to the Collection Development Group by the Acquisitions Librarian.

C. Selection Standards and Criteria

The following general criteria are used to evaluate potential new purchases:

1. Monographs
 - a. Scholarly treatment is preferred over a practitioner-oriented approach, with the exception of Connecticut state material.
 - b. Strong preference is given to university-press materials and titles from other reputable publishers.
 - c. Author is known for reputation in field or for quality of previously published work
 - d. Compilations of primary law, bibliographies, and anthologies normally are not collected.
 - e. Fills in gap in collection or enhances an already substantial collection that is being developed at a comprehensive level

- f. U.S. law school faculty publications are generally purchased unless they are very practitioner-oriented.
 - g. University of Connecticut School of Law faculty publications are purchased in duplicate, with one copy for circulation and the other for Special Collections.
2. Journals
- a. Library collects scholarly titles indexed in the Wilson Index to Legal Periodicals or the Gale Legaltrac/Current Law Index. Indexing in other reputable law-related indexes such as the Index to Foreign Legal Periodicals also may be considered. High-quality English language law journals from other countries are generally purchased.
 - b. Generally all substantive journals produced by U.S. law schools are collected. Commercially-produced journals are collected if they are largely scholarly in nature. Practitioner-oriented journals generally are not purchased, and journals that consist of reprinted articles from journals we already receive are never purchased. Non-legal scholarly journals are collected if they are of specific interest to law-related scholarship on the campus.
 - c. Journals with long-term research value are more likely to be purchased than those with mostly current awareness value.
 - d. Bar journals are purchased in online format. No print subscriptions are purchased except for the American Bar Association Journal and those for the New England states and Boston.
3. Updated material
- a. Scholarly nature and reputation of publisher and author
 - b. Frequency, manner, and cost of updating
 - c. Comprehensiveness of subject coverage
 - d. Availability of material in other formats, such as online
 - e. Coverage of topic in current collection
4. Audio/Video/DVD/CD-ROM
- a. Commercial audio materials are usually not acquired unless specifically requested by a faculty member, or unless the information contained is essential and not available in other formats.
 - b. Videotapes and DVDs at reasonable prices are purchased upon faculty request for classroom or research purposes in the same manner as printed materials. In addition, the library has developed a small collection of movies, both popular and educational, on videotape and DVD for classroom use and for enjoyment by the community with a limited budget each year. Approximately \$500.00 is allocated for this purpose each year. DVD is the preferred format if available.
 - c. CD-ROM is not a desired format in this library unless the material contained is essential and not available in any other source. Some

print materials arrive with accompanying CDs, which will be housed with the volumes in the regular collection.

5. Computer disks

Computer disks are usually not purchased separately. Some volumes arrive with accompanying disks, which will be housed with the volume in the regular collection.

6. Web resources

- a. The law library benefits greatly from being included in nearly all of the non-legal electronic resource subscriptions acquired by the Babbidge Library. Additional non-legal electronic resources will be purchased by the library only if the cost is low and the usage is expected to be high (such as the Oxford English Dictionary).
- b. Legal electronic resources will be evaluated by the Collection Development group prior to purchase. Cost and uniqueness of material, as well as database design and usefulness to the law community will be considered. All decisions regarding the purchase of electronic subscriptions will be made by the Collection Development Group. Any selector is welcome to bring a resource to the attention of the Collection Development Group to request a trial.
- c. License agreements that are acceptable to the library must be obtained for each electronic product. The Associate Librarian for Library Services and the Acquisitions Librarian will negotiate the license agreements as needed, with the assistance of the Director when necessary. Major considerations are:
 - i. Allowances for walk-in public traffic access inside the library.
 - ii. IP address recognition rather than passwords
 - iii. No liability clauses that force the library to take responsibility for the abuse of the database by a user
 - iv. Availability of usage statistics
 - v. Legal matters, if they arise, will be conducted in the state of Connecticut
 - vi. No restrictions about how the library publicizes or links to the product on its web site
- d. .

7. Language

English is the preferred language in the collection. Spanish and other foreign language materials may be collected at low levels when the content is not available in English and there is a user population among the law community able to read the language. Most materials in other languages, however, are purchased only to support faculty research.

III. Scope of Coverage of Collection - By Subject

The following chart outlines the scope of collection development in U.S. legal subjects.

Subject	Collection Level
Abortion Law	3
Accounting	2
Administrative Law (including regulation)	4
Admiralty and Maritime Law	3
Agricultural Law	2
Air Law (air transportation)	2
Alternative Dispute Resolution	4
Animal Law	3
Antitrust	4
Arbitration	4
Art Law	3
Banking	4
Bankruptcy/Creditors Rights	3
Biography	
-Judicial	2
-Notable federal and Connecticut persons	4
Business Organizations (corporations, agency, partnership)	4
Church and State	3
Civil Procedure	3
Civil Rights	4
Commercial Law	3
Communications Law	3
Comparative Law	3
Computer Law	
-Criminal Aspects	3

-Intellectual Property	4
-Privacy	3
-Contractual aspects	2
Constitutional Law (but not popular treatments)	4
Construction Law	2
Consumer Protection	3
Contracts	3
Corporations	
-Finance	4
-Business Aspects	4
Corrections	2
Courts (domestic), see also Federal Courts	
-U.S. Supreme Court (history and biography)	5
-Connecticut	5
-Procedure	4
-Other domestic courts	3
Criminal Law	4
Criminal Procedure	3
Criminology	2
Damages-Remedies	3
Decedents' Estates - Wills	3
Disability Law	3
Dispute Resolution (excluding arbitration)	3
Domestic Violence	3
Economics	
-scholarly treatment in areas of known faculty interest	4
-basic scholarly treatises of a general nature	2
Elder Law	3
Education Law	3
Entertainment Law	3

Environmental Law	4
Equity	3
Estate Planning	3
Ethics, Legal	4
European Union	4
Evidence	3
Family Law	4
Federal Courts, see also Courts, Domestic	
-Policy and theory	4
-Practice	3
Federal Government - Separation of Powers	3
Feminist Law	4
Feminist Theory (general)	2
Foreign Investment	2
Forensics	3
Form Books (general)	3
Gay Rights (legal)	3
Government Contracts	3
Health Law	4
Historic Preservation	3
Human Rights (scholarly works)	4
Immigration and Emigration	3
Insurance	5
-Policy and Theory	5
-Practice	5
-Historical	5
-Fiction	3
Intellectual Property	
-Copyright	4
-Trademarks	4

-Patents	4
International Relations (arms control, terrorism, war and peace)	4
Judicial Administration	3
Jurisdiction - Conflicts of Law (domestic)	3
Jurisprudence - Philosophy of Law	4
Juries	3
Juvenile Law	3
Labor and Employment Law	4
Law and Economics	4
Law and Literature	3
Law and Philosophy	4
Law and Technology (public policy and regulatory aspects)	4
Law of the Sea	3
Law Office Practice and Management	3
Legal Education	4
Legal Ethics-Professional Responsibility	4
Legal History	4
Legal Profession -Lawyering	4
Legal Research	
-Federal/General	4
-Connecticut	5
-New England and New York	4
-Other U.S. states	2
-Foreign	2
-International	3
Legal Writing and Drafting	4
Legislation	
-statutory construction	3
-separation of powers	3
-legislative drafting	2

Legislative History	
-federal	4
-Connecticut	4
Librarianship	
-Law librarianship	4
-Library science, of significant local interest	1
Litigation	3
Local Government - Municipal Law	2
Media Law	3
Mental Health Law	3
Military Law	2
Mining Law	2
Native American and Aboriginal Law	4
-New England	5
Nonprofit Organizations (legal aspects)	3
Occupational Health and Safety Law	3
Oil and Gas Law	3
Pension Law	4
Poverty Law	4
Privacy Law	4
Products Liability	3
Real Estate Law	3
Real Property - Future Interests	3
Religious Law	
-Islamic	2
-Jewish	2
-Canon	2
-Other	2
Roman and Greek Law	1
Securities Regulation	3

Sexual Orientation Law	3
Social Policy (e.g. welfare reform)	4
Space Law	2
Sports Law	4
State and Local Government	
-General	4
-Connecticut	4
Supreme Court (biographies and history)	5
Takings	4
Taxation	
-Domestic	
-Federal	4
-Policy and theory	4
-Practice	3
-State and local	4
-Policy and theory	4
-Practice (Connecticut only)	4
Telecommunications Law	3
Torts	4
Trade Regulation	4
Trial Advocacy	
-General	3
-Connecticut	4
Trials	
-Analytical treatment	2
-Reports/history of famous trials	3
Treaties	4
Trusts	3
Victims Rights Law	2
Women and the Law	4

Worker's Compensation	4
Zoning and Land Use Planning	4

IV. Overview/Scope of Coverage of Collection - By Jurisdiction

A. United States

1. Session laws, statutory compilations, court reporters that contain cases deemed for publication by the courts, official administrative code and regulations are purchased and maintained at a comprehensive level (5).
2. Court rules publications, jury instructions, administrative opinions (in a variety of formats), legislative materials (in a variety of formats), digests, encyclopedias, and restatements are collected at a research level (4). Electronic format may be relied on for administrative opinions if available rather than separate purchases of print or microform materials.

B. Connecticut

1. Session laws, statutory compilations, court reporters, administrative code and regulations, court rules, jury instructions, administrative opinions, legislative materials, digests, and Connecticut Shepard's citations are collected at a comprehensive level. Connecticut statutes, reports, and digests are duplicated in the Reference collection, on Reserve, and in the main Connecticut collection. One copy of all historic Connecticut materials is maintained permanently in Special Collections.
2. Connecticut attorney general opinions are kept on microfiche and in paper as much as possible, given their irregular publication.
3. Practice materials, treatises on Connecticut law, continuing legal education materials, and finding aids are purchased at a research level.
4. Municipal codes of Hartford and West Hartford are maintained for local interest.

C. Other U.S. States

1. Annotated statutory compilations are maintained for all states and the District of Columbia, and the official version is preferred if an annotated one is available. If not, an annotated version from a commercial publisher is purchased. Microfiche services for superseded code volumes and session laws are maintained.
2. Advance Legislative Service pamphlets will be purchased only if the subscription for them cannot be separated from that of the state code.
3. No administrative codes or regulations are purchased.
4. Court rules are purchased for the New England states, New York, and California. Most states' court rules are a part of their code set, so the only additional subscriptions necessary to maintain this collection policy are for the court rules of Maine, Massachusetts, New Hampshire, and New York.
5. Subscriptions to regional reporters and digests are maintained. No subscriptions to official state reporters are active (with the exception

mentioned in item 7 below), although the collection contains a large number of official reporter volumes. State digests are maintained if there is no regional digest that covers the state.

6. The library does not maintain a current subscription to attorney general opinions in microform or print for states other than Connecticut.
7. West's California Reporter and West's New York Supplement are maintained as part of the National Reporter system. Digests and legal encyclopedias are purchased for California and New York. A current subscription to the New York Miscellaneous Reports is maintained since those cases are not entirely reproduced in the New York Supplement. Practice-related and other secondary materials are purchased at an instructional level for these two states.
8. Massachusetts plays a special role due to its geographic proximity, the fact that it contains the major city in New England, and is a part of the New England Higher Education Compact. Therefore, subscriptions to the Massachusetts Practice set and a small number of topical practice-oriented materials will be maintained.
9. Subscriptions to jury instructions are maintained for the New England states, New York, and California. At the time of this writing, no printed jury instructions are available for Vermont.
10. Treatises and practice materials for other states are purchased at a very basic level, usually as a result of a special interest such as Delaware corporation law.

D. Foreign Jurisdictions

1. Primary Sources

Our collection policy with respect to the primary source materials of foreign jurisdictions has been profoundly affected by the increase in the availability of these materials electronically on subscription databases such as Lawtel (for Great Britain and the EU), Westlaw (for Canada) and LawinfoChina (for China), and through official government databases (e.g., Legifrance) and collective sites which connect to official government sites (e.g., Worldii, Portals to the World). We also have electronic access to specific foreign primary law titles through our LLMC Digital collection. In cases where the primary law – constitutions, legislation, case law and administrative law materials – that we purchase in print become available electronically from a database or reliable website, we generally cease our print subscriptions. Under this policy, there is no jurisdiction for which we have lost access to materials that we formerly collected in print. We do continue to meet the research and teaching needs of our faculty with specific primary source materials in print (e.g., cases of the Supreme Court of Canada) even when electronic versions are available.

The abundance of electronic resources for foreign primary source law (available for free and by paid subscription) gives our patrons access to the primary source law for jurisdictions (e.g., France) as well as to types of primary source law (e.g., regulations) that we never collected in print. In fact, we have a more robust foreign law collection now than we have ever had at no cost to us, but also with no ability to control what is and what is not available to our patrons.

We selectively collect print and electronic resources which provide English translations of foreign primary law to meet the research needs of our patrons. Some of these are topically based serial publications (e.g., *Constitutions of the World*), some are jurisdictionally based (e.g., *Central and East European Legal Materials*), and some are monographic (e.g., *The Colombian Penal Code*)

2. Secondary Sources

We have electronic access through subscription databases (e.g., Westlaw, Hein Online and LexisNexis) to an increasing number of foreign legal periodicals. Our patrons currently have access electronically to more foreign law periodicals than we were able to give them in print.

We selectively collect print foreign law monographic and looseleaf treatises based on topical collection areas, and on the pedagogical research needs of our primary patrons. However, some of our electronic monographic subscriptions (most notably MOML and MOME) have increased our holdings in historic foreign law treatises much beyond this standard.

3. Reference Sources

We purchase selected print foreign language legal dictionaries for use by students and faculty within the library. We subscribe to *Foreign Law Guide*, *Szladits' Bibliography on Foreign and Comparative Law*, and the *Index to Foreign Legal Periodicals* to assist students with finding primary and secondary sources of foreign law. We provide access to LLRX and other online guides to foreign and comparative legal research through the Law Library website.

E. International Law

As is true with foreign jurisdictions, our collection policy with respect to international legal materials has been affected greatly by the increased availability of documents in electronic format from official source websites. While we continue to provide print access to some of this material, we increasingly rely on the official websites of international organizations and our own federal government for primary and secondary source materials.

1. Primary Sources

a. Treaties and Other International Agreements

The library subscribes to the *United Nations Treaty Series* in print as well as access to the U.N. Treaty database, Oxford's TIARA database, and to Hein Online's Treaties and Agreements Library. We rely on U.S. Government websites for official texts of U.S. treaties since the print publications of these texts appear to have ceased. We rely on the websites of the official secretariats for the texts of foreign and international treaties that are not U.S. or U.N. treaties and are not included in our subscription databases. The library also has a number of both print and electronic topical looseleaves and databases.

b. Case Law and Arbitral Decisions

The library subscribes to official print publications of the International Court of Justice, the European Court of Human Rights, the Court of the European Community and other international law courts, tribunals and arbitral decision bodies. We also subscribe to Lawtel for access to EU and ECHR case law and to CCH IntelliConnect for international arbitration decisions. We subscribe to print serial resources which have English translations of case opinions from national and international courts and arbitral bodies in particular subject areas of international law (e.g., constitutional law, criminal law, commercial arbitration). However, as courts, tribunals and arbitral bodies establish their own websites and make their primary documents freely available, we increasingly rely upon them.

c. Legislation and Regulations

As with case law, we subscribe in print (or micro) to some key series of documents from the United Nations and associated bodies, European Union, Council of Europe, Organization of American States, and other such international organizations as we deem necessary to serve the needs of the Law School community. We also subscribe to Lawtel for electronic access to EU and Council of Europe official documents. As official sites become more robust we rely on them for these materials rather than print (or micro) subscriptions or purchases.

2. Secondary Sources

While we maintain a large print periodical collection in the area of international law, we have subscription databases (e.g., Hein Online) which have extended and in some cases replaced the print. Hein, MOML, and MOME have also expanded our historical treatise collection in international law well beyond our print holdings. We continue to purchase monographic

and serial treatises in accord with the topical collection levels listed below, and the other research and pedagogical needs of our primary patrons.

3. Reference Sources

We selectively purchase print encyclopedia and dictionaries.

F. Topical Areas

The library maintains research level (4) collections in a number of major areas of international, foreign and comparative law, and instructional level (3) and basic level (2) collections in others. The following chart outlines the scope of collection development efforts.

Arbitration	3
Commercial law	4
Comparative legal systems	3
Conflict of laws	4
Constitutional law	4
Contracts, especially commercial in the sale of goods and banking	4
Criminal law and procedure	4
Courts and court procedure	4
Cultural heritage law	2
Domestic relations	2
Economic constitution, policy, planning, and development	3
Environmental law	4
Human rights	4
Insolvency and bankruptcy	2
Insurance	4
Intellectual property	4
International tax	4
International trade	4
Labor law	3

Legal research	3
Maritime law	2
Property	2
Public safety	2
Torts	3
Trials	2

V. Specialized Collections

A. Special Collections and Rare Books

The law library's Special Collections is a collection of rare materials, items for which limited copies are available, faculty publications, historical Connecticut legal materials, and selected items that are deemed to be of special value to the institution. Generally, the materials that are collected for Special Collections are included if they meet at least one of the following conditions.

1. United States imprints published before 1870, except for case reporters, and including serials that were published in their entirety before 1870
2. Non-United States monographs published before 1860
3. Non-United States serials published before 1850, except case reporters
4. All Blackstone's Commentaries published before 1900
5. Connecticut historical primary legal materials that are no longer current
6. Commercially published faculty materials
7. Items of special significance to the law library collection for which there are limited copies available in the United States.

B. Archives

The School of Law Archives collects and maintains material that is deemed to be of historical significance and necessary to document the history, development, and activities of the School of Law. Included are such items as ABA accreditation documents, long range plans, letters from the Dean, law school publications, campus master plans, conference documents, photographs, annual reports, budgets, faculty evaluations, commencement lists and addresses, records of student organizations, records and memorabilia from commemorative events, faculty bibliographies, and personal papers of individuals from the law school community. The Archives also welcomes the donation of papers of individuals that are of significant research interest to a wider community.

C. Reserve Collection

Items purchased for the Reserve Collection include nutshells, hornbooks, study aids, required textbooks for the current semester, course reserve material by faculty request for the current semester, and materials in selected areas of emphasis. Other materials housed in the Reserve Collection for reasons of high-

use and security include selected Connecticut primary materials, selected authoritative classic works, current issues of periodicals, and audiovisual items.

1. Current editions of Thomson West nutshells and hornbooks and selected hornbooks from other publishers are purchased for Reserve. Older editions are moved to the general collection.
2. Current editions of selected high use study aids in the Emmanuel and Examples and Explanations series will be purchased and kept on Reserve. One prior edition will be kept in the general collection.
3. One copy of every required textbook (except statutory compilations) in a given semester will be placed on Reserve for the duration of the class.
4. Areas of special emphasis due to high demand in the Reserve collection are:
 - a. Legal reasoning and writing
 - b. Legal research
 - c. Professional conduct and responsibility
 - d. Legal dictionaries
 - e. Connecticut current legal treatises, practice books, forms, court rules
 - f. Local municipal codes
 - g. Restatements
 - h. Bar exam materials

Because it is essential to have current and relevant materials in the Reserve collection, the Head of Access Services will constantly monitor the collection and recommend additional purchases, moving items to the general collection, or withdrawing items from the library's collection.

D. Reference Collection

The Reference collection comprises selective legal and non-legal resources intended for rapid determination of information or explanation. These resources, both print and electronic, include dictionaries, directories, encyclopedias, biographical sources, periodical indexes, research guides, almanacs, atlases, bibliographies, statistical sourcebooks, citation manuals, and indexes to government documents.

The Reference collection also consists of frequently used legal material such as encyclopedias, formbooks, and Restatements of the Law, and commonly used practice sets such as Trials, POF and COA. These materials are located in the reference collection so that reference librarians may be more readily available to assist patrons in using these sources.

Additional copies of frequently used Connecticut materials are purchased for the Reference collection, including both annotated and unannotated statutes, administrative regulations, legislative history indexes, Supreme, appellate, and available trial court reporters, digests, Shepards, court rules, and formbooks.

Because it is essential to have current material in the Reference collection, the Head of Reference Services continually monitors current awareness resources to insure that the library holds the most recent edition of a particular item. For resources not updated by the publisher, the resource is evaluated for withdrawal no later than five years after publication. Where appropriate, a more up-to-date alternative published resource is sought. Online resources are considered in evaluating titles, as they are often more up to date than published materials, particularly for materials such as directories.

All items withdrawn from the Reference collection are evaluated on a case-by-case basis for inclusion in the library's main collection. Those resources that possess significance for later historical research are retained.

The library maintains a small collection of ready reference materials behind the reference desk. This material consists of directories, citation manuals, dictionaries and other popular sources that reference librarians use frequently. Selected titles may be duplicated in the regular reference collection or other sections of the library.

The General Public

Although the Law Library's primary mission is to serve the needs of the law school faculty and students, as a public institution it must also take into consideration the needs of other library users. Materials obtained through the Government Depository program provide the public with a wealth of information, identifiable through the use of the Library's OPAC. Additionally, the Law Library purchases many Nolo Press and other "self-help" publications designed to assist those wishing to obtain further information on various areas of law.

Members of the public and users from other University departments also have access in the Law Library to an online database(s) of legal opinions, statutes and regulation from Lexis-Nexis Academic University (through the Main Library's subscription) and from LOISlaw and Fastcase (through this Library's subscription). These online services will be maintained for public use and made accessible from a point near the reference desk. The Library also maintains access to Shepard's (through the Main Library's subscription to Lexis-Nexis Academic) that is available for any library user. Because of this access, the Library will no longer collect paper copies of Shepard's citators except for Connecticut.

E. Government Documents

The law library is a selective depository of publications distributed by the United States Government as part of the Federal Depository Library Program. As such, materials are selected that support the general collection priorities of the library and the library provides free and open public access to materials received through the depository program. In addition to selecting basic collection documents as

recommended by the Depository Program, the library also selects documents produced by the following agencies:

1. Civil Rights Commission
2. Congress
3. Defense Department
4. Executive Office of the President
5. Federal Communications Commission
6. Federal Trade Commission
7. Government Printing Office
8. Judiciary
9. Justice Department
10. Library of Congress
11. National Archives and Records Administration
12. National Labor Relations Board
13. President of the United States
14. State Department
15. Treasury Department
16. Vice-President of the United States

Government documents are integrated into the library's general collection and are not housed separately. Access to the library's holdings is provided through the online catalog and, when applicable, links are included to the electronic version of the titles. The Library subscribes to Marcive's GPO database service which provides electronic holdings for items selected in our profile. There are selective housing arrangements for a few items housed at the University of Connecticut's Trecker Library and at the Health Center's Stowe Library.

- F. Library Reading Lounge
Selected popular magazines, newspapers, and popular fiction are purchased for more casual reading in the library.

VI. **Weeding/Deaccessioning**

A. Overview

The library's mission includes developing a collection that supports the curriculum and research needs of its primary patrons. Both current and retrospective materials are relevant for this purpose. However, there are a number of factors that contribute to decisions about the retention of certain items in the collection. These factors are:

1. Unnecessary duplication
2. Physical condition of materials
3. Level of use
4. Obsolescence

5. Space limitations
6. Qualitative value (using criteria similar to those for selection)

B. Duplication

With the exception of some primary federal and Connecticut materials, selected other Connecticut materials, and faculty publications, in general there should be no duplication in the main collection. Also, some single-volume treatise titles that are especially valuable to faculty research may be duplicated in the event that one copy is lost.

C. Physical Condition

No item in such a fragile state that it is unusable by a regular patron is maintained in the collection unless it is irreplaceable and of great value to the collection or institution. If that is the case, then the item will be retained in an area such as Special Collections where it will be handled with utmost care. Some materials may be preserved indefinitely with low use if they are housed in phase boxes in the general collection, and items that fall into this category are so handled if they meet other criteria for maintaining a presence in the collection.

D. Level of Use

If items receive little or no use and are not relevant to the collection development plan, they may be removed from the collection. Items that potentially fall into this category are older non-legal works in areas outside faculty research interests that may be obtained elsewhere locally.

E. Obsolescence

While many items retain historical value as they age, some do not. Also, the collection development plan identifies the areas in which the library does not automatically retain historical materials (collection levels 1-3). Selection for weeding by this criterion generally is done in conjunction with another criterion.

F. Space Limitations

In general, weeding due to space limitations will be done only if other weeding factors apply, such as the level of use, physical condition, or obsolescence.

G. Qualitative Value

If items of little or no qualitative scholarly value exist in the collection and would not be selected if they were current publications, they will be discarded.

H. Routine Discards

The following items are not normally retained in the collection:

1. Editions of casebooks over 20 years old except those that are University of Connecticut law faculty publications or have special historical value
2. Superseded volumes of statutes and codes other than the U.S. Code and Connecticut statutes
3. Superseded Shepard's volumes
4. Superseded digest volumes

5. Nutshells and other study aids more than 10 years old
6. Newspapers and periodicals that are collected in micro-format.