

# Writing the Collection Statement



- **Context**
- **Process so far**
- **Issues**
- **Questions & Discussion**

# Reference Collections @RMIT

- **PRINT REF Items:**
  - Brunswick Reference 701
  - Bundoora Reference 5893
  - BundooraEast Reference 393
  - Business Reference 1366
  - Carlton Reference 1279
  - Swanston Reference 6488
  - **TOTAL Print REF items = 16120**
- (No recent usage surveys, anecdotal low usage)**

# eReference Collections @RMIT

- Credo Reference = 100 titles
- CRC Netbase = 2980 titles
- Gale Virtual Reference Collection = 65 titles
- Knovel = 447 titles
- Major Reference Works = 5 titles
- Oxford Reference Online = 107 titles
- Referex = 1607 titles
- SIAM Ref collection = 336 titles
- Springer eReference Works = 50 titles
- Wiley Reference = 15 titles
- **TOTAL = 5712 titles (Usage stats avail)**



Microsoft Excel  
Worksheet

# Reference responsibilities

- Library Managers – resp for REF coll @ sites (space planning)
- HE and VET REF budgets (mono/serial)
- Electronic Resources Group – e-book & d'b approval
- REF Librarians – assist w selection, deselection, maintenance & IST. Daily usage & promotion.
- School Liaison Librarians – selection/deselection in specific subject areas
- Teachers – recommend items/review items for W/D
- Library Resources & Access – cataloguing/amendments/withdrawals from catalogue

# Imperatives for REF statement

- No REFERENCE collection statement
- Acknowledge shift from print to electronic
- Provide guidelines for selection & weeding (incl what roles various staff play in the processes)
- Collection Analysis (by Dewey ranges) 2007/2008
- Collection Statements for subject areas devised & used by SLLs
- Need to develop similar for REF collection across all sites
- Want statement in place before large scale review & weeding – (esp at Swanston site).
- Floorspace is at a 'premium'

# REF Collection Statement - aims

- Identify the primary users of the collection
- Clarify our collective thinking on the purpose and scope of our reference collection;
- Write a clear collection statement that provides a framework for the development and maintenance of the collection in our 'hybrid' library across multiple sites.
- Offer clear guidelines as to who has responsibility for the various tasks associated with the collection
- Offer recommendations for raising the visibility and use of the collection.

# Process so far...

- Look at what others have done (Aust & O/S) ✓
- Look at previous & current *draft* RMIT collection policy ✓
- Review existing collection statements for Subject Liaison Areas ✓
- Draft REF collection statement using SL template ✓
- Seek consultation/comment on draft ✓
- Revise draft & add subject data to table
- Final approval and promulgation
- Commence full-scale REF collection review

# Issues



Microsoft Word  
Document

## **Purpose/definition?**

What is a REF collection? (defined by usage or format?)

Why electronic? ( Core collection, 24x7 )

Why print? ( “consistently useful for answering REF Qs at that site”)

Why both? ( cost, availability, user-preference)

Usage as Quasi open reserve??

## **Responsibility?**

Need to clarify selection, weeding & budget responsibilities

Communication & cooperation across groups essential.

How are funds allocated? Local space considerations important.

## **Primary users?**

How much do we cater to general public? ( esp City campuses). Be specific about ‘referrals’ to other libraries. What about ‘reference librarians’?



# Issues

## Scope?

Selection criteria for REF?

Slightly broader than curriculum?

How to define breadth & depth across DDC ranges @ each site?

Use of modified conspectus levels in subject table

## Location ?

REF or GEN or STORAGE? "Not for loan" items on GEN shelves?

Duplication across sites?

Location & physical display within Library & on Lib webpage?

Some 'ready-ref' at desk? ( But not REF!)

## Chronology?

Do we keep backruns of older editions? Where?

# Issues

## **Types of material?**

Guidelines needed. Core titles? Print or e-format? Australiana?

## **Deselection?**

When to weed? How frequent?

## **Future collection development?**

More e-books

## **Other?**

Publicity & Displays

IST

# **Lots to consider!**

Questions?