

**University of Connecticut School of Law  
Thomas J. Meskill Law Library  
Collection Development Policy  
Revised Fall 2017**

Introduction .....	1
Law Library Mission .....	1
Goals .....	1
Patron Groups .....	2
Access to Justice.....	2
Intellectual Freedom.....	2
Access Versus Ownership .....	2
Selection.....	2
United States Materials .....	5
Foreign Materials .....	10
International Materials .....	11
Cooperative Collections .....	11
Reserve Collection.....	12
Reference Collection.....	12
Insurance Law Collection .....	12
Reading Lounge.....	13
Government Documents.....	13
Special Collections and Archives.....	13
Faculty Publications .....	14
Collection Management.....	14
Updating.....	14

## **Introduction**

The Law Library collection supports the advancement of legal scholarship, education, and research at the School of Law and fosters justice and public service in the legal community. Future directions for the collection will require flexible policies capable of responding to changing technologies and facilitating cooperative efforts in order to preserve and expand access to the Law Library's collection in all formats. The criteria stated in this policy will assist in the development of a collection reflective of this forward-thinking philosophy.

## **Law Library Mission**

The mission of the Law Library is to connect members of the law school community to people, places, information, ideas, and resources by:

- Partnering with faculty, students, staff, alumni, consortia, and other external groups;
- Educating students, faculty, and staff;
- Providing comprehensive, current, and relevant print and digital collections;
- Promoting professional development and continuing education opportunities for library staff;
- Engaging the community with innovative library and technology services in physical and virtual spaces;
- Responding to future trends in legal education; and
- Serving as a gateway to research, learning, and inspiration.

The Collection Development policy supports the Law Library's mission by setting forth the philosophy and principles under which the collection is shaped and provides guidelines for decisions concerning the collection of materials necessary to support research, scholarship, and education at the law school. This policy is designed not only as a guide to the collection development practices of the Law Library, but also as a blueprint for the preservation and future direction of the Law Library collection, consistent with the mission of the Law Library and its core values of excellence, innovation, diversity, and collaboration.

## **Goals**

- To document the current collection philosophies, policies, and practices of the Law Library;
- To inform all patrons and potential partners of the library of the nature of the collection, collection emphases, and criteria for evaluating new materials and resources;
- To assist those responsible for selecting materials for the collection in understanding the philosophy and rationale that guide the development of the collection;
- To allow present and future librarians to consistently select resources based upon stated criteria and provide access to a substantial array of legal information resources while avoiding unnecessary duplication;
- To facilitate cooperative arrangements with other libraries in the provision of access to resources; and
- To further support the Law Library's continued collaboration with the UConn Library System in resource sharing as well as in related library-wide endeavors.

## **Patron Groups**

The Law Library provides direct services to the faculty, students, and staff of the law school through research support, education, and curation of the collection. As the second largest public law library in the State of Connecticut, the Law Library serves an estimated 40,000 non-University visitors each year. These visitors include judges, legislators, civil servants, attorneys, and those seeking access to justice as self-represented parties in the Connecticut judicial system.

## **Access to Justice**

As part of an institution dedicated to fostering justice and public service in the legal community, the Law Library has a special responsibility to serve the public and a role to play in enhancing access to justice for all, a critical component of a legitimate democratic society. In fulfillment of its commitment to access to justice, the Law Library will pay special attention to the needs of those without legal representation and assist in identifying, developing, and deploying the information, tools, and resources that will best meet their access needs.

## **Intellectual Freedom**

Materials selected by the Law Library reflect a wide variety of viewpoints on many issues, but are neither selected nor excluded because of those positions. The Law Library does not allow personal opinion or prejudice to interfere with the selection or deselection of materials for the collection. The Law Library endorses the American Library Association's Library Bill of Rights.

## **Access Versus Ownership**

The Law Library is responsible for acquiring, curating, and preserving enduring research collections and ensuring their availability for current and future scholarship. Decisions about which materials to purchase for permanent retention are balanced against the need to provide access to a broad array of information resources with immediate scholarly and research value. Research strengths, academic priorities, and the information needs of patrons inform decisions about when to purchase materials, when to lease or borrow materials, and when to rely on openly available repositories. When purchasing electronic resources for ownership, the library also obtains, whenever possible, the corresponding title level MARC records in order to improve discoverability.

## **Selection**

### *Process*

The Collection Development Team, led by the Head of Technical Services, sets the collection development policies and makes selection, retention, and cancellation decisions. The Collection Development Team is presently composed of the Director of the Law Library, the Head of Technical Services, the Head of Access and Administrative Services, the Head of Reference Services, the Technical Services Librarian, and all of the reference librarians. The composition of the team may change as needed to reflect changes or additions in staffing. Selection of materials for the library involves

professional judgment, a thorough knowledge of the collection, familiarity with faculty research interests, familiarity with the curriculum, likelihood of use, and identification of current and future needs. Selectors utilize a variety of resources in selecting materials for the collection, including YBP's GOBI notifications, Hein's Current Publications in Legal and Related Fields, publisher catalogs, and promotional emails. Comparable collections in other libraries are also consulted for guidance. Monographs over \$250 and all electronic resources are brought to the Collection Development Team for review and discussion.

### *Priorities*

The Law Library collects in a wide range of subjects based on curriculum, faculty research areas, and, to a lesser extent, the needs of practitioners and other members of the public who use the library. The Collection Development Team regularly reviews the law school's degree programs, course offerings, and clinical programs, as well as faculty publications. The Law Library collects most heavily in Insurance Law, followed by Energy & Environmental Law, Intellectual Property, Human Rights, and Tax. The Law Library also emphasizes other areas based on curriculum: Business and Commercial Law, Civil Procedure and Dispute Resolution, Constitutional Law, Health Law, Immigration Law, Labor and Employment Law, Legal History, Property and Land Use Law, and Trusts and Estates Law.

### *Jurisdiction*

The primary jurisdictional focus of the Law Library collection is United States law, both federal and state. As Connecticut's only public law school, and one of two law libraries in Connecticut committed to preserving Connecticut primary and secondary law, the library collects broadly in the area of Connecticut law. To the extent that materials for states other than Connecticut are collected, they are generally restricted to primary source materials. The Law Library provides access to basic collections of the law of other countries and collects some materials on international and comparative law.

### *Curriculum*

The Law Library collects in a wide range of subject areas based on the law school curriculum, student needs, and faculty research. The law school curriculum and the research of the faculty are regularly monitored for new subject areas of interest. In addition, other programs and degrees that the law school offers, including LL.M. programs, S.J.D., dual degrees, certificates, clinics, field placements, and J.D. concentrations are regularly reviewed.

### *Faculty Requests*

The Law Library regularly solicits input from the law school faculty regarding the selection of materials for the collection. While suggestions made by faculty members for additions to the collection, whether for print materials or electronic resources, are given significant weight, all selection decisions are made using the criteria set forth in this policy. Titles specifically requested by individual faculty members for their research use are generally acquired unless the request is particularly expensive and/or adds little value to the collection.

### *Format*

When evaluating resources, selectors consider which format is appropriate for the resource, including factors such as the ease of access and use, cost, and, if appropriate, preservation. For serials and continuations, stable digital platforms are preferred if available. If not available, print is purchased provided that the material meets the criteria for selection. Microforms are disfavored except where they are superior to print or electronic resources for reasons of preservation, space, or cost. DVDs and other audio-visual materials are collected as faculty requests or for a small collection of popular and law-themed movies and television shows.

### *Electronic Resources*

Law Library patrons, particularly faculty and students, often prefer to access materials in digital format. The Law Library pays particular attention to the ongoing evaluation of such resources to ensure sufficient coverage and accessibility of appropriate sources and materials. To support these efforts, selectors consider additional criteria specific to the assessment of electronic resources, including stability, functionality, usability, method of patron access, and duplication of materials in other parts of the collection.

### *Monograph Collection*

The Law Library supports and maintains a comprehensive monographic collection. Scholarly and advanced materials are preferred over practice-oriented materials and those publications targeting the general academic population. Interdisciplinary works are collected primarily where the subjects are of research or teaching importance to faculty and students. Expense of materials is weighed against other selection standards, such as relevance to the curriculum, faculty scholarship, and student needs. Other criteria considered when purchasing monographs are quality, long-term relevance of content and format (cloth versus paperback), reputation of publisher and author, and currency. The Law Library also collects select scholarly monographs related to the history, culture, and government of Connecticut.

### *Approvals and Standing Orders*

The Law Library has an approval plan via GOBI Library Solutions, an online acquisition and collection development tool, and automatically receives all materials published by a University press in the area of American law. Additionally, to support the monographic collection, the Law Library has standing orders for many series in various subject areas, such as foreign, comparative, and international law, human rights, and constitutional law.

### *E-books*

The Law Library collects electronic monographs in addition to print monographs provided that the e-book is available in a stable format, such as a PDF file, and that perpetual access is provided.

## *Language*

The Law Library prefers to acquire materials in English. Some materials in languages other than English may be added as needed, primarily to support faculty research. Selection of materials in languages other than English is accomplished using the criteria in this policy. Additional considerations for the selection of non-English materials include: the availability of the material in English; the language proficiency of faculty members; and whether there is a significant user population among the Law Library community able to read the language.

## *Duplication*

Duplication may occur with print and electronic materials, especially as the Law Library moves towards increased online access to selected materials. However, the Law Library generally seeks to avoid duplicating material in the collection, except as otherwise stated in this policy with regard to selected federal and Connecticut materials and faculty publications. The Law Library considers materials duplicative when they are available in print and in a stable digital platform.

## *Gifts*

The Law Library generally does not accept gift books. The Head of Technical Services will review special exceptions or inquiries on a case-by-case basis.

## **United States Materials**

### *Primary Law*

#### Codes

**Federal:** Collect in print the United States Code, the United States Code Annotated, and the United States Code Service. Retain superseded copies of the United States Code.

**State:** Collect in print the annotated codes of the New England states, New York, California, and Delaware. Historical print copies of codes from other states are retained. Access electronically current codes from other states through Lexis, Westlaw, Bloomberg Law, and official state websites. Collect superseded codes for all fifty states in microfiche.

**Connecticut:** Collect in print and retain permanently two copies of the official Connecticut General Statutes. Collect two copies of the Connecticut General Statutes Annotated.

**Municipal:** Collect in print Hartford and West Hartford municipal codes. Retain superseded codes.

## Legislative Materials

### *Session Laws*

**Federal:** Collect in print and retain the United States Statutes at Large and United States Code Congressional and Administrative News.

**State:** Access state session laws electronically via HeinOnline.

**Connecticut:** Collect in print two copies of Connecticut Public and Special Acts.

### *Other Legislative Materials*

**Federal:** Collect in print the Congressional Record and retain until microfiche received. Access other legislative documents electronically through ProQuest Congressional, ProQuest Legislative Insight, and the U.S. GPO.

**Connecticut:** Collect and retain in print calendared bills. Collect in print legislative calendars and discard at the end of the legislative session. Collect and retain in print the Connecticut House and Senate Journals and the Connecticut Legislative Record Index.

## Judicial Materials

### *Reporters*

**Federal:** Collect and retain in print the United States Reports, United States Supreme Court Reporter, United States Supreme Court Reports Lawyers Edition, Federal Reporter, and Federal Supplement.

**State:** Access state and regional reporters electronically through Westlaw, Lexis, or Bloomberg Law.

**Connecticut:** Collect and retain in print two copies of the Connecticut Reports, Connecticut Appellate Reports, and Connecticut Supplement. Collect other printed Connecticut case reporters as available.

### *Digests*

**Federal:** Access electronically through Westlaw or Lexis. Retain historical print collection of Federal Digest and Federal Practice Digest.

**State:** Access electronically through Westlaw or Lexis. Retain historical print collection of the Decennial Digest.

**Connecticut:** Collect the Connecticut Digest in print.

### *Records and Briefs*

**Federal:** Collect United States Supreme Court Records and Briefs in microfiche and access electronically through Making of Modern Law and ProQuest Supreme Court Insight.

**Connecticut:** Collect and retain Connecticut Supreme and Appellate Court Records and Briefs in microfiche. The Law Library also maintains a historical print collection of Connecticut Supreme Court Records and Briefs.

#### *Court Rules*

**Federal:** Collect and retain in print the Federal Rules of Civil, Appellate, and Criminal Procedure.

**State:** Collect in print state court rules via annotated codes or access electronically through Westlaw, Lexis, Bloomberg Law, or state websites.

**Connecticut:** Collect and retain permanently in print the Connecticut Practice Book, West's Connecticut Rules of Court, and the Connecticut Practice Series' Superior Court Civil Rules.

#### Administrative Materials

##### *Registers*

**Federal:** Collect one print copy of the Federal Register and retain for two years. Collect and retain the Federal Register in microfiche. Access also available electronically via HeinOnline and U.S. GPO.

**State:** State administrative registers are not collected.

**Connecticut:** Access the Connecticut administrative register electronically through the Connecticut E-Regs System.

##### *Codes*

**Federal:** Collect the Code of Federal Regulations in print and retain for three years. Collect and retain the Code of Federal Regulations in microfiche. Access archives electronically through HeinOnline and U.S. GPO.

**State:** Access state regulations electronically through Westlaw, Lexis, Bloomberg Law, or state websites.

**Connecticut:** Retain previous editions of the Regulations of Connecticut State Agencies permanently. Connecticut regulations are now published and accessed electronically through the Connecticut E-Regs website.

##### *Decisions*

**Federal:** Collect in print only when the content is not available via HeinOnline, not available elsewhere on the Internet in a stable digital format, and there is significant concern that the content will not be accessible to future faculty and students.

**State:** Access electronically via states' websites.

**Connecticut:** Retain current collection of print decisions permanently. Access other decisions electronically through state agency websites.

### *Secondary*

#### Treatises

Collect and retain select treatises in print based on curriculum and areas of particular faculty interest. Access other treatises electronically via Lexis, Westlaw, and Bloomberg Law. Collect in print Connecticut-specific treatises in major areas of law and access additional Connecticut-specific resources electronically through Westlaw and Lexis.

#### American Law Reports

Access electronically via Westlaw and Lexis. The Law Library no longer updates ALR in print, but retains a historical print collection.

#### Bar Journals

Access electronically via HeinOnline. Retain historical collection of print bar journals.

#### Casebooks

Collect in print when used in a law school class. Retain older editions for twenty years.

#### Law Journals

Collect in print and retain permanently publications of the law school. Access other law journals electronically through HeinOnline, JSTOR, or other stable digital format. Collect in print only when highly relevant to an area of faculty research or curriculum and either unavailable digitally or embargoed for longer than three years.

#### Study Aids

Collect in print Nutshell Series, Examples and Explanations Series, and selected Hornbooks. Collect other study aids selectively. Retain current and one previous edition of Nutshells, except for Nutshells related to insurance law, which are retained permanently. Retain Examples and Explanations and Hornbooks permanently.

#### Legal Encyclopedias

Collect American Jurisprudence Second Edition and Corpus Juris Secundum in print. Collect in print selected encyclopedias in specific areas of law.

### Legal Newspapers and Magazines

Access legal newspapers electronically through Law.com and legal news archives through Lexis. An archive of the Connecticut Law Tribune is maintained in print and in microfiche, from 1975 to 2016, when the Connecticut Law Tribune ceased print publication.

### Non-Legal Newspapers

Collect in print the New York Times, the Boston Globe, Financial Times, and the Hartford Courant and retain for one month. Access historical issues electronically through ProQuest Historical Newspapers and Lexis.

### Legal Periodical Indexes

Subscribe to Current Index to Legal Periodicals, Legal Source, Legal Trac, Index to Legal Periodicals Retrospective, and Index to Foreign Legal Periodicals.

### Practice Materials

Collect in print practitioner-oriented materials selectively, focusing on Connecticut-specific practitioners' guides.

### Forms

Collect American Jurisprudence Legal Forms, American Jurisprudence Pleading and Practice Forms, Current Legal Forms, and Connecticut-specific forms in print. Collect other forms selectively. Access other forms electronically through Westlaw, Lexis, or Bloomberg Law.

### Dictionaries

Collect in print several English language legal dictionaries, including Black's and Ballantine's. Retain previous editions.

### Self-Help

Collect in print selected Nolo Press books based on the needs of patrons outside of the law school community.

### Restatements

Collect print copies of each Restatement, including drafts, and retain permanently. Additional electronic access to all Restatement available through HeinOnline.

### Uniform and Model Laws

Collect Uniform Laws Annotated in print. Collect selected model laws in print.

### Jury Instructions, Civil and Criminal

Collect Connecticut jury instructions in print when available. Access other states electronically via Lexis and Westlaw.

### Legal Ethics Opinions

Access ABA opinions electronically through the ABA/BNA Lawyer's Manual on Professional Conduct. Access state ethics opinions electronically through state websites, Westlaw, or Lexis.

## **Foreign Materials**

The Law Library has an excellent foreign law collection and is strongest in materials from Commonwealth countries, particularly the United Kingdom. The abundance of stable electronic resources for various jurisdictions also provides patrons access to both primary and secondary sources of foreign law.

### *Primary*

#### United Kingdom

The United Kingdom collection contains both historical and current legal research materials. The Law Library relies on the ICLR Online Library, BAILII, Lexis, and Westlaw for electronic access to current statutory instruments, session laws, statutes, and court reports from the highest and major appellate courts. Historical materials, such as Pickering's Statutes at Large and the Selden Society Series, are available in print and through various HeinOnline libraries, Eighteenth Century Collections Online, and the Making of Modern Law series.

#### Other Jurisdictions

The Law Library relies on Lexis, Westlaw, LawinfoChina, and official government databases and websites for electronic access to primary source materials of other foreign jurisdictions. The library also provides electronic access to various historical foreign primary law titles through the LLMC Digital collection. For specific jurisdictions, the library collects primary legal materials as needed to support the law school curriculum or at the request of a faculty member. For foreign constitutions, the library subscribes to HeinOnline's World Constitutions Illustrated.

### *Secondary*

#### Monographs

Collect in print scholarly monographs on comparative and foreign law that support the curriculum, are requested by a faculty member, or are of special interest with regard to that jurisdiction. Collect treatises with comparative treatment of important topics, with a preference for comparison with the United States.

### Looseleafs

Collect comparative looseleafs in print that are not available on a stable digital platform.

### Periodicals and Indexes

Access electronically through databases such as HeinOnline, including the International & Non-U.S. Law Journals Collection and the Index to Foreign Legal Periodicals.

### Yearbooks

Collect selected English-language yearbooks in print or online in a stable digital format, primarily through HeinOnline.

### Encyclopedias

Collect in print selected English-language encyclopedias of foreign and comparative law.

## **International Materials**

The Law Library's collection focuses on the activities of the United Nations and the European Union. The increased availability of international legal materials on stable digital platforms has decreased the need to collect these materials in print.

### *Primary*

#### Treaties

Collect the current official treaty series published by the United States in print. Access the current treaty series for the United Nations electronically through HeinOnline and the United Nations website. Subscribe to major finding tools for treaties as available.

#### International Courts and Tribunals

Collect decisions and related materials of selected international courts and tribunals in print. Access other decisions electronically.

#### National Courts

Access electronically through online resources that include international law cases from the United States and other jurisdictions, including Lexis, Westlaw, and HeinOnline.

## **Cooperative Collections**

Cooperative collection development and resource sharing agreements have become an integral part of the Law Library's collection development activities. The Law Library recognizes the vital importance of these cooperative collections in ensuring the long-term retention of the scholarly record and the

ongoing ability of researchers to access this material. To this end, the Law Library is committed to participating in partnerships with other libraries that facilitate collection sharing and stewardship.

The Law Library attempts, as much as possible, not to duplicate materials in other UConn libraries unless they are necessary because of high demand, class use, or inconvenient access if not present in the Law Library collection. The University Library is consulted for sharing costs on expensive purchases. The Law Library negotiates for University-wide access to databases to the extent possible to allow all UConn libraries to share specific digital resources. In accordance with the University Library's collection development policies, the Law Library participates in negotiating licenses as the UConn Library System whenever possible, including the Storrs campus libraries, regional campus libraries, and Health Library.

The Law Library augments its collection by participating in interlibrary lending and document delivery arrangements to satisfy the diverse information and research needs of the faculty and students of the law school. As a member of NELLCO, a consortium of law libraries formed to enhance research and educational opportunities at member libraries, the Law Library participates in reciprocal interlibrary loan arrangements with other NELLCO libraries.

### **Reserve Collection**

The Law Library reserve collection includes current legal education materials of high use, such as West's Nutshell series, Aspen's Examples and Explanations, Lexis's Understanding series, and selected Hornbooks. One copy of all required textbooks from each class are also kept on reserve.

### **Reference Collection**

The reference collection contains selective legal and non-legal resources intended for rapid determination of information or explanation. The print reference collection includes dictionaries, directories, research guides, almanacs, atlases, bibliographies, citation manuals, statistical sourcebooks, and indexes to government documents. The reference collection also includes frequently used legal materials, such as encyclopedias, formbooks, and Restatements of the Law, and commonly used practice sets, such as Trials, Proof of Facts, and Causes of Action.

The Head of Reference Services continually monitors current awareness resources to ensure 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, including consideration of online resources.

### **Insurance Law Collection**

The Law Library holds one of the largest and most comprehensive collections of insurance law materials in the country. The insurance law collection supports the research and educational needs of law students, faculty, and various insurance law communities at local, regional, and national levels. The collection is intended to be a comprehensive source of United States, foreign, and international insurance information, both current and historical. Subjects covered by this collection include: insurance generally, insurance law, the insurance industry, insurance and risk management, insurance statistics, insurance history, and insurance fiction.

The insurance law collection covers major United States and foreign treatises on insurance law-related subjects in print and electronic formats, monographs and journals in print and electronic formats, and specialized databases and other electronic resources, such as IRMI. Older editions of treatises and monographs are retained.

### **Reading Lounge**

The reading lounge collection provides the law school community with additional library materials intended for entertainment and leisure reading. The Law Library is committed to maintaining selected books, periodicals, and DVDs with popular and current cultural relevance, such as literary fiction, pop culture, and popular legal titles. The maintenance of this collection includes annual weeding by rotating professional staff.

### **Government Documents**

The Law Library is a selective U.S. Federal Depository library, receiving in print the basic collection of primary legal materials, such as the Code of Federal Regulations, the Congressional Record, the Federal Register, the United States Code, and the United States Statutes at Large. Selection is both in print and microfiche, and electronic access is also provided through the federal government's websites. The library also provides electronic access to government materials via MARCIVE.

### **Special Collections and Archives**

The Law Library's special collections are collections 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, materials are included in special collections if they meet at least one of the following conditions:

- United States imprints published before 1870, except case reporters, and including serials that were published in their entirety before 1870;
- Non-United States monographs published before 1860;
- Non-United States serials published before 1850, except case reporters;
- All Blackstone's Commentaries published before 1900;
- Connecticut historical primary legal materials that are no longer current;
- Commercially published faculty materials;
- Items of special significance to the Law Library collection for which there are limited copies available in the United States; or
- S.J.D. dissertations, LL.M. Theses, Student Papers of Distinction, and Historical Preservation Honors Papers.

The law school archives contains material that is deemed to be of historical significance and necessary to document the history, development, and activities of the law school. Included are items such as: ABA accreditation documents, long range plans, letters from the Dean, law school publications, campus

master plans, conference documents, photographs, annual reports, budgets, faculty meeting minutes, 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.

### **Faculty Publications**

The faculty publications collection is a comprehensive collection of publications of the past and present full time faculty of the law school, written while they were members of the faculty. These publications consist primarily of monographs, which were authored or edited by the faculty member, or which contain chapters or essays by the faculty member.

The Law Library collects one copy of each of these monographs for the faculty publications collection, and, if the monograph also meets the selection criteria set forth in this policy, the Law Library will acquire a second copy of the work for the circulating collection, in the format that best meets the needs of the collection and the Law Library's patrons. Works of full time faculty in other formats, or works that are prohibitively expensive, are assessed for inclusion in the faculty publications collection and the circulating collection on a case-by-case basis.

### **Collection Management**

The Law Library continuously evaluates its collection in all formats—print, microform, and electronic—to ensure that materials in the collection support the Law Library's mission to serve the information needs of the Law Library's patrons, which may change over time. The Law Library is committed to building a current and retrospective scholarly legal research collection in print and electronic formats. As academic programs grow and change, and as formats continue to evolve, the Law Library periodically reviews current subscriptions to ensure that they meet the needs of the law school community. More in depth assessment of the collection is conducted periodically, as warranted by budgetary or other conditions.

The Collection Development Team makes decisions about what to acquire as well as what to retain or withdraw. Criteria used when evaluating items are: research, teaching, and learning value; physical condition; usage; currency of information; relevance to curriculum; duplication; and increase in cost.

### **Updating**

The Collection Development Team will review this policy at least once per year, and revise it to reflect current trends in selection, format, and subject areas as needed.