

Collection Development Policy

General Principles

- The purpose of the Library's collections is to support the current learning, teaching and research of Massey University.
- The Library acknowledges the right of Māori to their cultural heritage and is committed to following best practice in collecting, preserving, digitising, and allowing access to material in a culturally sensitive and inclusive way.
- Management of the collections is evidence-based to ensure maximum return on investment for the University.
- The Library pursues innovative solutions to contain the costs of scholarly information resources, with an emphasis on opportunities provided by open access and consortia procurement.
- Online resources are preferred over physical, to provide 24/7 global access, however the availability and suitability of digital content varies across disciplines and geographically, and physical formats will be selected if this is more effective.
- Resources in the collection may include outdated representations now considered unacceptable, or contentious claims. In providing researchers with access to these resources, the Library does not endorse their contents. It does not exclude information resources on moral, political, religious, racial or sex/gender grounds, nor because of who the author is. [LIANZA statement on freedom of information \(pdf\)](#)
- The Library operates a single collection across all three campuses. Borrowable print resources are delivered between campuses or delivered direct to patrons on request.
- The Library maintains some special collections, to which access can be arranged on request. [Special collections](#).
- The Library makes its collection available to the public to the extent possible, dependent on copyright and licence conditions.
- The Library provides an open-access, permanent repository for research outputs and student theses.

Budget

The Library's collections budget is set by the University's annual budget process. There are separate budget allocations for owned versus leased content. Collection spending is managed by the Library.

Priorities for spending are maintaining existing subscriptions, acquisition of course readings and other resources to support the University's research, learning and teaching needs.

Selection

- Library staff have primary responsibility for selecting resources for the collections, in consultation with academic staff. Recommendations by academic staff or students for resources are welcome. [Recommend a Library purchase](#).
- Library impact statements are needed for new programmes or courses. In selecting online resources, priority is given to owned rather than leased content, due to constraints on operational expenditure.
- Textbooks:
 - Academic staff: please contact your subject librarian if you are considering an ebook as a compulsory text, as there may be issues with library access. [Teaching support for staff](#).
 - Students: the Library has compulsory textbooks as ebooks if available, otherwise in print. Both usually have limited access, such as restricted users at one time, waiting lists, or short loan periods. We strongly recommend you have your own copy for reliable access. [Find books, ebooks and textbooks](#).
- In selecting online resources, priority is given to owned rather than leased content, due to constraints on operational expenditure.
- Gifts and donations:
 - Donations of print resources may be accepted if they meet the current learning, teaching and research needs of Massey University. Any unwanted donations will be returned or disposed of.
 - Accepted donations become the property of Massey University Library. They may be liable for deselection at a later stage.
- The Library does not typically purchase:
 - resources for which access is limited to a subset of Massey users or named individual users.
 - general or recreational reading
 - tools or applications for teaching, learning or research.

Deselection

- To maintain a current reflection of the University's areas of teaching and research, and to manage space, resources may be withdrawn from the collection.
- Existing subscriptions may be cancelled. Potential reasons for cancellation include:
 - large increases in subscription costs
 - budget constraints
 - low usage
 - changes in teaching and research needs
 - stakeholder recommendation.
- In most circumstances, consultation with researchers about withdrawals will occur when:
 - the content being considered for withdrawal involves subscriptions, significant runs of serials or multi-volume works
 - a particular subject area is subjected to a withdrawal process due to significant changes in the teaching and research focus of the University.
- In some circumstances, consultation with researchers may not occur, for example:
 - short-notice action due to budget constraints
 - reducing duplication (numbers of copies of a title)
 - routine withdrawals as part of collection maintenance
 - low usage of a resource.