WEEDING THE LIBRARIES’ COLLECTIONS

The existing collection is evaluated by the LRC Director and the librarians. Materials no longer appropriate will be removed. Materials of educational value that are worn or lost will be replaced. Faculty members are an integral part of this process and are requested to assist the librarians with this task. The LRC Director will notify faculty when their subject areas of the collection are being evaluated, so they can review those materials.

Factors to consider when discarding material are:

- Value to the collection;
- Date of material;
- Physical condition;
- Coverage of subject by other materials in the collection;
- Availability of better or more recent material;
- Demand for and past use of the material;
- Number of copies in the collection;
- Programs with outside accrediting agencies that may have more stringent weeding policies, such as the Nursing/Allied Health collection.

Recommendations for removal of library materials may be submitted to the LRC Director, in writing, at any time and evaluations will be made according to the previously stated criteria.