3. Practices

3.1. General

3.1.4 Selection of Information Resources

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<td>QUT Library Collection Development Manual</td>
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<td>3.1.4 Selection of Information Resources</td>
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<td><strong>Contact Officer</strong></td>
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Policy Statement

1. Principles guiding selection
2. Aids to selection
3. Responsibility for selection
4. Purchase of information resources
   4.1. Vendor relationships
   4.2. Authority to select

3.1.4 Selection of Information Resources

1. Principles guiding selection

Selection of information resources is carried out in accordance with the general principles for collection development outlined in Section 2 of this policy. In addition, the following principles further guide the selection process:

- Resources support QUT learning, teaching and research. They meet an identified or anticipated information need and will be evaluated for usage.
- Resources selected for purchase represent value for money.
- Resources are selected to prioritise access over ownership.
- Resources are authoritative. Where individual selection decisions are made, the relative standing of a resource and its publisher are carefully considered.
- Resources are selected in the context of the collaborative relationships built between the Library and the faculties, and with specific reference to the subject specialist knowledge of Liaison Librarians.
- Resources selected are in English, except in specific topic areas where collections of foreign language materials are maintained or where English language resources are not available.
Resources demonstrate appropriate and client focused use of technology, for easy accessibility and integration into existing systems.

Competing products in the information marketplace and alternative products held by the Library are considered before resources are purchased.

Appropriate use is made of quality free resources, including free Internet resources.

In relation to monographs, selection of resources in online format is preferred, but print is purchased where a suitable online version is not available or where resources in print format better meet client needs, for instance, for in depth research. In addition to the online version, additional print copies are purchased for high use material.

In relation to serials, selection of resources in online format is preferred except where print is required for image quality.

In its selection of resources, QUT Library supports the ALIA Statement on Free Access to Information and the IFLA Statement on Libraries and Intellectual Freedom.

Further details in relation to selection criteria and practices for specific resource types/formats can be found in several other policies within the QUT Library Collection Development Manual:

- CDM 3.2.2 Serials including Online Databases
- CDM 3.3.1 Books
- CDM 3.3.2 Non-book Resources
- CDM 3.5.2 Internet resources
- CDM 3.6.4 Reference collection
- CDM 6.1 – 6.6 Branch Libraries and QUT Library Store
- CDM 3.1.6 Accessibility

2. Aids to selection

The following sources are used to inform selection of information resources:

- Unit outlines
- Recommendations from academic and professional staff
- Recommendations from students
- Approval Plans established with GOBI Library Services
- Online collection development and acquisition tools, including GOBI Library Services' GOBI and EBSCO Information Services' EBSCONet
- New title information from major vendors' book reviews
- Databases of current works in print, such as Books in Print and Ulrichs web
- Promotional material from publishers
- Promotional material from conference organisers
- CAUL consortia offers
- Information from collection evaluation practices – both formal evaluations and informal exercises.
- Library system reports may be useful to aid the purchase of multiple copies and other selection decisions.

3. Responsibility for selection

Primary responsibility for the selection of monographs in specific subject areas rests with Liaison Librarians who are responsible for managing approval profiles against which selections are made by GOBI Library Services. Allocation against approval t profiles is
supplemented by individual selection of material by Liaison Librarians in close collaboration with academic staff, particularly in relation to the selection of specialist research monographs.

In relation to database and serial subscriptions, an ongoing commitment of funds is involved. Therefore, the selection process begins with Liaison Librarians and is overseen by Information Resources Committee (IRC).

4. Purchase of information resources

4.1. Vendor relationships

QUT Library purchases most of its individual monographs from its preferred supplier GOBI Library Services with audiovisual and most Curriculum materials obtained via the Australian supplier James Bennett and publishers as approved via Planned Procurement Arrangements.

The Library has a contract for the supply of shelf-ready serials with EBSCO Information Services.

Library staff use GOBI, James Bennett Online and EBSCONet, in addition to other sources, to select materials for purchase.

4.2. Authority to select

In most instances, Liaison Librarians manage the selection of monographs and audio visual materials via approval plans or individual selection. Expensive individual monograph purchases costing more than $500 are referred to the Branch Library Manager for selection authorisation.

In relation to serials (print and online), and collections of ebooks and online journal backsets, Liaison Librarians must submit requests for purchases to Information Resources Committee or their Branch Library Manager for endorsement by the Committee or Director, Library Services. Purchase is reliant on funding being available.

Modification History

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<td>Format overhaul in accordance with new Library look and feel Updated numbering</td>
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