

WSDLC Collection Development Policy

Revised April 2023

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I. Purpose

This policy acts as a guide for selectors in order to ensure comparability of collection depth and breadth between collection areas and similarity of selection criteria among selectors within the centralized collection management framework. This policy intends to assist selectors and the WSDLC Selection Advisory Committee in building collections that are responsive to the educational needs of Wisconsin's K12 students and educators.

This policy also informs the public of the principles upon which collection development and management decisions are based. This policy describes the role of selection and management in the Consortium with the goal of serving a statewide community of students. It defines the scope of the collection, provides a plan for continual and strategic development, and identifies strengths in the collection. It connects selection decisions and collection management to intellectual freedom principles.

II. Collection Development

A. Collection Development Roles and Responsibilities

Materials are selected for inclusion into the WSDLC collections by collection development librarians at OverDrive with guidance and feedback provided by the WSDLC Selection Advisory Committee. The WSDLC Selection Advisory Committee consists of WSDLC members who are approved by and serve under the guidance of the WSDLC Board. In addition, all WSDLC members are able to recommend titles for inclusion in the WSDLC collections through the [WSDLC Title Recommendation Form](#) and through the annual membership survey. The WSDLC Selection Advisory Committee reviews any reconsideration requests for titles submitted to the WSDLC following a process outlined in Item III B., Request for Reconsideration Policy. The WSDLC Board determines the course of action for any title submitted for reconsideration, and the Board's decision is final.

B. Scope of Collection

The Consortium is funded by participating schools and school districts. Members pay into the Consortium to allow their students to access the digital collaborative collections. The community served by this collection is incredibly diverse and, as such, the collection must reflect the needs, interests, and viewpoints of this large community in its entirety, taking into consideration access needs in a digital environment.

Revisions approved by WSDLC Board 04/23

The collection will be divided into three sub-collections:

- One serving elementary students, grades K-5.
- One serving middle school students, grades 6-8.
- One serving high school students, grades 9-12.

All of the sub-collections will include both fiction and non-fiction titles. Each collection should include titles for pleasure reading, including popular authors as well as state and national award winners. The overall collection is not concerned with being completely comprehensive and some subject areas are collected in greater depth than others, as a reflection of current use and demand. In addition, each collection will place emphasis on new and current materials.

Selectors will include materials that will support classroom curriculum, as well as traditional library materials as funds and publisher permissions allow.

A variety of reading and comprehension levels are also represented in the collection, based on students' needs, including high interest/low reading level content. Spanish language materials will be collected as well as materials in languages other than English as determined by students' needs and title availability.

The collection is comprised of ebooks, audiobooks and with the possibility of other formats being added in the future. Materials are selected to support a variety of computer systems and ereader hardware in order to serve the differing needs of individual users.

C. Selection Criteria

The following criteria are taken into consideration when selectors are choosing materials. An item need not meet all of the criteria to be selected.

- Identified, expressed, or anticipated demand
- Contemporary significance, popular interest or permanent value
- Attention of critics and reviewers
- Prominence, authority, significance, and/or competence of author or creator
- Timeliness and accuracy of material including new editions of existing materials.
- Relation to existing collections, such as titles in a series.
- Statement of challenging, original, or alternative point of view
- Authenticity of historical, regional, or social setting
- Suitability of subject matter for youth
- Appropriate reading level for youth

Title availability is another important consideration. Given the volatile world of digital rights and publishers, it is important to note that although titles may be available for purchase to consumers from various outlets, they may not be available for Consortium purchase due to publisher restrictions. In addition, simultaneous use titles, although highly desirable, are currently very limited in their availability.

In addition to content and availability criteria for selection, given the digital nature of this collection, selectors must also take into consideration format factors. The following criteria will be considered.

- Affordability

- Appropriateness of format
- Illustration rendering in books for youth or in graphic novels
- Stability of content
- Titles with simultaneous use rights

D. Gift Policy

Given technical and licensing limitations as they stand today, the Consortium is unable to accept gifts of personally purchased ebooks. Donated money ear-marked for specific ebooks is accepted, though items must meet the selection criteria outlined above.

No conditions may be imposed relating to any gift either before or after its acceptance by the Consortium with an understanding that donated funds for purchasing titles are subject to the same selection, evaluation, and disposal criteria as material purchased with Consortium funds.

E. Deselection

Although a digital collection does not have the same space constraints of a physical collection, deselection is necessary to upgrade the collection in terms of relevancy, usefulness, ease of searching and circulation statistics. Deselection also allows for greater review of the collection, helping to determine gaps and deficiencies, assisting selectors in creating a collection that is more responsive to patron demand and need. The WSDLC Project Managers, working with content providers, are responsible for facilitating a review of the collections on a regular basis. Titles identified as needing to be removed will be shared with the Selection Advisory Committee for approval. Titles removed from the WSDLC will be shared with the membership to facilitate title and MARC record removal from member catalogs. Titles which are expired with no chance for re-purchase will be removed, in addition to obsolete formats. In addition, titles may be pulled from the collection at any time by publishers without prior notice.

III. Intellectual Freedom

A. Access to Collections

The Consortium aims to provide a collection with information spanning a broad spectrum of opinions and utilizes the American Library Association's Library Bill of Rights, Freedom to Read, and Freedom to View statements as guidance for the materials selection policies.

Selection decisions are based on the merit of works as they relate to the mission and goals of the Consortium and its patrons. Works are selected to meet expressed and anticipated needs of the statewide educational community. These works are inclusive of statewide cultures and opinions, not just the opinions of a particular community. Selectors are chosen to ensure a fair and balanced collection. Variety and balance of opinion are sought in all collections.

The Consortium recognizes that some materials may be controversial or offensive to an individual, but maintains that individuals can apply their values to only themselves. An opinion represented in the collection is an expression of the libraries' commitment to intellectual freedom and not an endorsement of a point of view or opinion.

B. Request for Reconsideration Policy

Individuals wanting to communicate their concerns about materials in this digital collection must complete the reconsideration form available on the WSDLC website. Any requests will be directed by the WSDLC Project Manager to the WSDLC Board Chair who will review and share with the Selection Advisory Committee. The Selection Advisory Committee will review any title submitted to ensure it follows the WSDLC's Collection Development Policy. A recommendation for action will be made by the Selection Advisory Committee to the Board within four weeks of receipt of a reconsideration form. The WSDLC Board is the deciding body for all actions related to materials submitted for reconsideration. Once a decision has been reached, the WSDLC Project Managers communicate with the original individuals. The decisions of the WSDLC Board are final.

IV. Review of Policy

This policy will be reviewed annually by the WSDLC Selection Advisory Committee who will make suggestions for revisions to the WSDLC Board for review and approval of any changes.