BP 4040  SELECTION OF LIBRARY MATERIALS

The libraries of Allan Hancock College are responsible for serving the students, faculty, and staff of the college. The libraries provide print, audiovisual, electronic and other materials to support the instructional programs of the college, aid faculty and staff in teaching and other professional duties, support to a limited degree the general reading interests of users, make available resources in formats accessible to disabled users.

In addition, the libraries support students and faculty who are members of institutions with which agreements for reciprocal use are in effect. The libraries may also serve members of the local community.

The libraries do not purchase textbooks or other instructional materials used in the classroom. The function of the libraries is to provide ancillary resources, not primary instructional materials.

The commitment of the district to superior education assumes that library users will read and evaluate materials on controversial issues. Materials acquired for the collection will represent all points of view. Materials will not be proscribed or removed because of partisan or doctrinal disapproval. The libraries will have freedom of discretion in providing materials presenting divergent points of view appropriate to the educational program.

Reference: Allan Hancock College Board Policies 3310 (Records Retention and Destruction), 3820 (Gifts), and 4030 (Academic Freedom) 7200, 8050, 8941

Adopted: 7/15/03
Revised: 6/18/13
(Replaces Board Policy 7110)
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The dean/learning resources is responsible for:

1. the selection of materials for the libraries' collections. (The dean relies mainly on the recommendations of faculty librarians and instructional and other non-instructional faculty for selection of materials. Students and other college staff are encouraged to suggest items for the collection.)

2. the review of unsolicited materials and gifts and recommending the acceptance or return of such materials and gifts within the context of the district’s policy on gifts and donations.

3. the removal of materials in order to manage the collections, remove dated items, or respond to a changing curriculum.

Approved: 7/15/03  
Revised: 6/18/13  
Revised:  

(Replaces Administrative Procedure 7110.01)