



LIBRARY COLLECTIONS POLICY

Policy Area:	Board		
Policy Number:	LBCPL_2405R_BA/PVPA		
Policy Sponsor:	Director, Library Services		
Policy Contact:	Librarian, Collections and Metadata		
Stakeholders:	Employees, Students, Community Members		
Authority:	<i>College and Institute Act</i>		
Approval Authority:	Board of Governors on advice of Education Council (March 7, 2024)		
Approval Date:	May 21, 2024		
Effective Date:	August 1, 2024		
Replaces:	Library Collections Policy (E.5.3) (January 8, 2009)		
Last reviewed:	March 2024	Scheduled review date:	March 2029

Procedures: *Procedures for Library Collections*

1. Policy Statement

The Okanagan College Library (The “Library”) is responsible for selecting, acquiring, and maintaining materials to support the established curricular needs of students, faculty, and instructors at Okanagan College (The “College”). The Library collects and makes available materials that align with the College’s curricular and broader educational goals, scholarly, creative and applied research activities, and the College’s strategic plan.

2. Purpose

This policy provides guidelines for the selection and retention of library materials that support the mission of the College. The policy advises the College community of the standards and principles used to develop library Collections in alignment with the College’s values and strategic plan.

3. Scope and Application

This policy applies to librarians, who have primary responsibility for identifying and selecting materials for the Library. College faculty and instructors have responsibility for recommending Resources to support courses, and librarians work with departmental library representatives to build and maintain the library Collection based on the guidelines in the policy. College employees, students and other

library Users may make suggestions; however, Library Services has final approval for acquisitions based on the policy.

4. Definitions

Collection	Means the collective Resources assembled and maintained by the Library.
Resources	Means the physical or electronic materials which include both individual titles and subscription packages.
Selection	Means the process by which a potential Resource is vetted and determined to align with the Library Collection's Policy.
Deselection	Means the process by which Resources are removed from the Collection.
Users	Means the members of the OC community, including students, employees, and members of the public.

5. Responsibility for Collection Development and Management

- 5.1 Librarians select Resources for Collections based on expertise and in consultation with Users in the format most appropriate for meeting the College community needs.
- 5.2 Librarians have primary responsibility for decisions regarding replacement, preservation, transfers to storage, cancellation, and Deselection of Resources and Collections.

6. Intellectual Freedom

- 6.1 The Library supports the principles of intellectual freedom as established by the Canadian Federation of Library Associations (CFLA) and set out in the British Columbia Library Association's (BCLA) *Statement on Intellectual Freedom*.
- 6.2 Requests to remove materials from the library Collection will be referred to the Director of Library Services for consideration and response.

7. Equity, Diversity, Inclusion, and Social Justice (EDISJ) and Accessibility

- 7.1 The Library recognizes that the historic and current marginalization of diverse groups is reflected in the under-representation of these voices in academic library collections. The Library is committed to collecting Resources that promote, affirm, and celebrate equity, diversity, inclusion, and social justice principles to strengthen equitable and inclusive participation of all members of the OC Community.
- 7.2 The Library will consider the needs of individuals with disabilities in Collection development and decisions will be made in accordance with relevant accessibility legislation and policy.

8. Indigenization

- 8.1 The Library is committed to promoting Indigenous peoples' voices and world views in its Collections. The Library will prioritize the purchase of Resources created or published by Indigenous peoples, including those that align with learning outcomes centered on Indigenous oral histories, kinship, economics, community life, spiritual relationships, and ways of knowing.

8.2 The Library acknowledges that Resources within the Collection may contain culturally sensitive materials, and in accordance with the Canadian Federation of Library Association's *Truth and Reconciliation Report and Recommendations*, will seek direction from local communities on proper cultural protocols regarding access, care and ownership of such materials.

9. Related Acts and Regulations

Copyright Act

10. Supporting References, Policies, Procedures and Forms

Canadian Federation of Library Associations Truth and Reconciliation Report and Recommendations

Canadian Federation of Library Associations Statement on Intellectual Freedom

British Columbia Library's Associations Statement on Intellectual Freedom

History / Revisions

Date	Action
2024-05-21	Revision Approved by Board of Governors: <i>Library Collections Policy (LBCPL_2405R_BA/PVPA)</i> On advice from Education Council: March 7, 2024 Replaces Library Collections Policy (E.5.3) (January 8, 2009)