

Collection Development Policy for the Instructional Materials Center

Mission

The mission of the Instructional Materials Center is to provide resources and services to support the Teacher Preparation and School Media Specialist Programs of the Reich College of Education and practicing educators, to lay the foundation for the development of professional collaboration patterns between teachers and librarians/school media specialists, and to model an exemplary school library media center.

Scope of the Collection

- K-12 Textbooks (both N.C. state adopted and supplementary)
- Children's and Young Adult Literature in a variety of formats and languages
- Curriculum and Lesson Planning Guides
- Professional and Reference Materials
- Media
- Teaching Materials such as Manipulatives, Posters, Models, Puppets, Games and other realia

Materials Excluded from the IMC Collection

- Multiple copies of consumable items
- General educational theory, philosophy, history, and methodology. These subjects are collected for the general Library collection and are housed in the main stacks
- Children's magazines

Selection Responsibilities and Means of Acquisition

The IMC Coordinator and IMC librarians select material for the IMC from approval plans, reviews, standard bibliographies and recommendations from the education faculty and administration. Every effort will be made to reflect diverse points of view as they are presented in children's and young adult literature. While we adhere to the general selection criteria listed in the Collection Development Policy for the General Collections of the Appalachian State University Library we also use the following selection guidelines to insure that the IMC collection contains

- Children's and young adult literature that win major awards or are runners-up: Newbery, Caldecott, Coretta Scott King, Pura Belpré, Hans Christian Andersen, Horn Book, Jane Addams, Margaret A. Edwards, May Hill Arbuthnot, Michael L. Printz, Middle East Book Award, NC Children's Book Award, Orbis Pictus, Robert F. Sibert, Sydney Taylor, ALA Notables, Notable Trade Books in Social Sciences, and Notable Trade Books in Science.

- Well-reviewed children's and young adult books likely to be of lasting value
- Well-reviewed multicultural literature
- Non-fiction or information books for all grade levels and subject areas covered in North Carolina's curriculum
- Bibliographies in the field of children's and young adult literature
- Curriculum guides and materials for teacher use in curriculum development and lesson planning
- Media to complement the print collection
- Biographical and critical materials about children's and young adult authors and illustrators
- Textbooks on children's and young adult literature and materials on the use and importance of this literature
- Examples of controversial materials to help students develop selection/evaluation skills
- Standardized tests as recommended by College of Education faculty
- Materials on creative activities such as drama, dance, visual arts, creative writing, and music for children and young adults
- Books and media on skills needed by classroom teachers and librarians such as storytelling, book talking, managing a media center, etc.

Gifts

The IMC librarians follow the guidelines on gifts as stated in the Collection Development Policy for the General Collections of the Appalachian State University Library.

Weeding

The following factors may be taken into consideration when weeding material from the IMC collection. Several factors will be considered together before an item is discarded. Sometimes an item will be kept because it is the only example in the collection of work by an individual author or illustrator, of an instructional method or of an educational trend. Materials of historical significance that meet the criteria established for the Historical Children's Literature Collection will be transferred to that collection at the discretion of the IMC Coordinator. Criteria for weeding include

- Dated material, i.e., items that contain outdated information and/or terminology
- Worn out volumes, badly printed and poorly bound volumes, and materials with antiquated appearance that discourages use.
- Materials with missing or damaged components that cannot be replaced
- Unneeded duplicates
- Materials that are outdated because of a change in curriculum, teaching focus, or national or state standards

- Materials that are unused for five years that do not appear in a standard bibliography
- Materials in formats no longer usable or popular
- Textbooks that are no longer on the state adopted textbook list and that are not needed in the supplementary textbook collection

Copyright

The Instructional Materials Center follows the guidelines stated in the Collection Development Policy for the General Collections of the Appalachian State University Library.

Intellectual Freedom

The Instructional Materials Center follows the guidelines stated in the Collection Development Policy for the General Collections of the Appalachian State University Library.