



## **KUSKOKWIM CONSORTIUM LIBRARY**

### **Collection Development Policy**

#### *Statement of Objectives*

The Kuskokwim Consortium Library supports the principles of freedom inherent in the First Amendment of the Constitution of the United States, and as expressed in the Library Bill of Rights and the Freedom to Read statement. These documents are added as appendices to this policy statement.

The general objectives of the Kuskokwim Consortium Library shall be:

- A. The library shall assemble, preserve, and administer an organized collection of books and related educational and recreational material in order to promote the recreation of ideas, enlightened citizenship, and enriched personal lives.
- B. The library shall serve the community as a center of reliable information.
- C. The library shall provide a place where inquiring minds may encounter the information necessary to a society that depends for its survival on free competition in ideas.
- D. The library shall support educational, civic, and cultural activities of groups and organizations.
- E. The library shall seek continually to identify community needs, to provide programs to serve such needs, and to cooperate with other organizations, agencies, and institutions which can provide programs or services to meet community needs.
- F. The library shall provide opportunity and encouragement for children, young people, and adults to educate themselves continuously.
- G. The library shall provide opportunity for recreation through the use of literature, music, films, and other art forms.
- H. The library shall serve as the link between the community of Bethel, the people of the Yukon-Kuskokwim Delta, and the Alaska State Library with interlibrary loans and other forms of information retrieval.
- I. The library shall serve as the community's cultural center as a place for the display of the arts as well as a depository of documents and photographs relating to the history of the area, within the limits of space, budget, and technical expertise. The librarian shall have discretion as to what archival items will be accepted by the library.



- J. Because of its nature as a consortium library serving both the community of Bethel and the college, the library shall seek to distribute its efforts and resources equitably and to protect the interest of each group in using the library's resources.
- K. The library shall serve as an area center library with loans of material to patrons in the City of Bethel and as a resource for other information services needed by people of the Yukon-Kuskokwim delta region.

### ***Types of Materials to be Purchased***

The Kuskokwim Consortium Library will seek to provide materials in any format which helps to meet its objectives. Selection of materials should be determined by usefulness and should not be limited by form. Materials may include but are not limited to books, magazines, newspapers, pamphlets, microform, videotapes, audio cassettes, compact discs, and computer hardware and software.

### ***Responsibility for Selection***

The Kuskokwim Consortium Library is administered by the University of Alaska Fairbanks Kuskokwim Campus, with grants from the City of Bethel and the Alaska State Library in support of library services to the public. The legal responsibility for the operation of the library lies with the KuC director.

While the selection of materials involves many people including members of the public, students, and faculty members, the responsibility for following the selection procedure as outlined in this guide, and for coordinating and recommending the selection and purchase of library materials rests with the Library Director.

### ***Procedures for Selection***

In selecting materials for the library, the Librarian will consider the needs and requests of the library's patrons in relation to the library's objectives and the already available resources. The Librarian shall then examine materials and consult reputable, professionally prepared selection aids in order to determine how each item meets the general criteria for selection.

The following selection and reviewing tools shall be consulted in the selection of materials, but selection is not necessarily limited to their listings.

- Booklist
- Library Journal
- Publisher's Weekly
- School Library Journal



New York Times Book Review  
Kirkus Review of Books

Gift materials and unsolicited subscriptions should be judged by the criteria used for purchasing, and they will be accepted or rejected on the basis of those criteria.

Selection is an ongoing process which should include the removal of materials no longer appropriate, the replacement of lost and worn materials of value according to the selection criteria, and removal of unnecessary duplicates.

### ***General Criteria for Selection***

The library exists to serve its patrons. Materials are added because they meet the library's stated objectives, meet quality standards, and are of interest to readers and to organizations. Selection follows from conscious study of the needs of individuals or groups. Selection should reflect sensitivity to interests, early recognition of needs, and inclusiveness of viewpoints.

The following criteria will be considered in the selection of materials:

- A. The relevance to today's world and to the Bethel area;
- B. The artistic, historic, and literary qualities;
- C. The author's qualifications to produce materials on the subject;
- D. The reflection of the problems, aspirations, and ideals of the local society;
- E. The appropriateness in content, vocabulary, and readability for the user;
- F. The representation of differing viewpoints on controversial subjects;
- G. The stimuli to creativity;
- H. The presentation without racial, cultural, or sexual bias;
- I. The organization and general attractiveness;

In addition to the criteria regarding content as listed above, print materials should need the following technical criteria unless the interest in an item is of overwhelming concern:

- A. The quality of format;
- B. The readability and typographically well-balanced print;
- C. Clear and attractive illustration.

In addition to the criteria regarding content as listed above, nonprint materials should meet the following technical criteria unless interest in an item is of overwhelming concern:

- A. The durability;
- B. The appropriateness of format to the content;



- C. The ease of use and repair;
- D. The attractiveness;
- E. The fidelity and clarity of tone.

### ***Procedures for Handling Challenged Materials***

The Kuskokwim Consortium Library recognizes the patron's right of free access to many different types of books and nonprint materials. Materials shall be chosen for values of interest and enlightenment of all patrons, and shall not be excluded from the collection solely because of the race, nationality, political or religious views of the writer, nor because of the style and language. Books or other materials of sound factual authority shall not be proscribed or removed from the library shelves because of partisan or doctrinal approval or disapproval.

Furthermore, no patron or group of patrons shall determine the reading matter for patrons other than themselves or their own children.

The suitability of particular books or other materials may be questioned through the following procedure:

1. All criticism shall be presented to the librarian by completion of the "Request for Reconsideration of Materials form, adapted from a form developed by the National Council of Teachers of English.
2. The challenged materials shall be kept on the shelf during the reconsideration process.
3. The material shall be reviewed within one month of the receipt of the complaint by the Library Advisory Committee.
4. The Library Advisory Committee shall take the following steps after receiving the challenged materials and the complaint:
  - a. Read, view, or listen to the material in its entirety.
  - b. Check general acceptance of the material by reading reviews and consulting recommended lists.
  - c. Complete the appropriate checklist for "Library Advisory Committee's Reconsideration of Library Materials", judging the materials for the strengths and value as a whole and not in part.
  - d. Present a written recommendation of the committee, which may include a minority report, to the Librarian.

The librarian or the patron may appeal the committee's recommendation to a committee of three people appointed by the college director. If the complaint is from within the college, the committee shall consist of two faculty members and a community member. If the complaint arises from the community, the committee shall consist of one faculty member and two



**Kuskokwim Campus**  
College of Rural and Community Development  
**P.O. Box 368 Bethel, Alaska 99559**  
*Your Success is Our Success*



community members. These committee members shall be appointed at the beginning of each academic year.

The Library Advisory Board will hear only those complaints which have been filed using the appropriate completed reconsideration form. The KuC Director's committee will hear only those complaints which have been heard by the Library Advisory Board. The KuC Director shall be the final authority on the request for reconsideration, and will hear only those complaints which have been heard at all the previous levels.

A decision to sustain challenge shall not necessarily be interpreted as a judgment of irresponsibility on the part of the professional involved in the original selection and/or use of the material.



***Request for Reconsideration of Library Materials***

Please check type of material:

- ( ) Book                      ( ) Videotape/ DVD                      ( ) Periodical  
 ( ) Pamphlet                      ( ) CD/ Cassette                      ( ) Other

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Publisher or Producer: \_\_\_\_\_

Request initiated by: \_\_\_\_\_

Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

The following questions are to be answered after the complainant has read, viewed, or listed to the material in its entirety. If sufficient space is not provided, attach additional sheets. (Please sign your name to each additional attachment).

1. To what in the material do you object? (Please be specific: cite pages, scenes in a DVD, et cetera.)
  
2. What do you believe is the theme or purpose of the material?
  
3. What do you feel might be the result of a library patron using this material?
  
4. Is there anything good about the material? Please comment.
  
5. Would you care to recommend other library materials of the same subject and format?

Signature of Complainant:

Date:

---



*Appendices*

U.S. Constitution Amendment I: Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.

(Source: [https://www.senate.gov/civics/constitution\\_item/constitution.htm](https://www.senate.gov/civics/constitution_item/constitution.htm))

Library Bill of Rights:

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

(Source: <https://www.ala.org/advocacy/intfreedom/librarybill>)