



Nursing Book Purchasing and Weeding Procedure

Nursing faculty continues to provide suggestions for collection development on an ongoing basis.

The Division Librarian benchmarks and adds to the collection utilizing the Doody's Core Titles in the Health Sciences list. A binder of the current Doody's recommendations marked with COD Library holdings is available in the Division Librarian's office.

It is agreed between the Division Librarian and the Nursing faculty that when new editions are purchased, the old editions can be withdrawn without faculty review.

Nursing texts without newer editions that may have historical or lasting value will be reviewed by the Nursing faculty and keep/discard decisions will be made based on the Nursing faculty input. The nursing faculty will contact the Health Sciences Librarian to set up times to review books in the collection and the Librarian will either perform the review with the Nursing faculty or will provide the appropriate call number ranges and make available a cart for materials to be weeded. The faculty can set up these review times throughout the year OR on a timeline that the Nursing faculty determines.

If books are designated "keepers" faculty can write "**keep**" or "**classic**" inside the front cover and initial and date. Items can then remain on the shelf.

Items to be withdrawn from the collection should be pulled from the shelves and placed on the weeding cart provided by the Health Sciences Librarian. Indicate a **discard** by putting the letter **D** next to the title (on a printed list) or writing **discard** on a slip of paper left in the text. If additional resources are needed in specific areas, Nursing faculty can note this and request that the Health Sciences Librarian look for up-to-date resources in the noted area(s). If the Health Sciences librarian is not present during the weeding process, nursing faculty should write their name or put initials on all notes so that the Librarian can contact them with questions.

Collaboration with Health Science faculty is encouraged and actively solicited; however, the Library faculty member assigned to the Health Sciences division is responsible for the purchase and deletion of COD Library's health and medical-related materials.