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- When there is a choice among formats such as hard copy, electronic access, etc., the selection is based on expected use, cost, and consultation with the appropriate academic department as to assignments given.
- Lost or stolen materials are evaluated for replacement based on the same criteria used for selection of new titles.
- Materials are acquired in the English language except for materials that support the foreign language and literature curriculum.
- The library primarily purchases in-print, current materials.

## College Archives

Most materials for the College Archives are publications or records of the College. Others are acquired by donation. In cases where there is a link to College history, items relevant to local history are maintained in the College Archives. They are books are not actively purchased but are accepted as gifts in so far as they are relevant to the aims and purposes of the College's curricula.

## Gift Materials

Gift materials are reviewed according to the same standards used for purchased materials. Gift materials not acceptable for the permanent collection are usually sold at library book sales.

## Reconsideration Policy

Materials in the library are selected to support the instructional and research needs of the college community. The following guiding principles apply throughout the reconsideration process of any library material:

- Libraries have diverse materials reflecting differing points of view and a library's mission is to provide access and information to all users.
- All "endri" library users have a "irst Amendment right to read, view, and listen to library resources.
- Any member of the "endri" community has the right to e"press concerns about library resources and e"pect to have the objection ta(en seriously.
- . hen library resources are reconsidered, the principles of the freedom to read, listen, and view are defended rather than specific materials.
- A questioned item will be considered in its entirety, not !udged solely on portions ta(en out of conte"t.
- : uestioned items will remain in circulation during the reconsideration process.

A "endri" patron who wishes to request the reconsideration of library material for any reason should meet with the library director. 5f the "endri" patron is not satisfied after spea(ing with the library director, they may begin the process of filing a formal reconsideration request.

A patron who would li(e to file a formal reconsideration request regarding a library resource must complete and submit a written request for reconsideration form. This written request reconsideration will be reviewed by the library dir