

Faculty Publications Collection Statement
Archival Services
December 7, 2009

Archival Services collects materials published by University of Northern Colorado faculty, staff and administrators to document the intellectual life and culture of the institution.

Existing Collection: Archival Services Book Collection includes faculty publications since the opening of the University in 1889. The collection is strong from 1890-1990. Since 1990 the collection is incomplete.

To continue to develop the faculty publications collection, Archival Services will generally collect materials published by faculty, staff and administrators in accordance with the following guidelines:

- Archival Services will collect monographs published by individuals while employed at the University of Northern Colorado and monographs published by emeritus faculty.
- Archival Services will collect the first edition of a textbook published by an individual while employed by the University. Subsequent editions will be collected on a case-by-case basis in consultation with the appropriate subject librarian.
- Archival Services will collect materials in formats other than print (DVDs, CDs, etc) in consultation with the appropriate subject librarian.
- Archival Services will collect monographs edited by a faculty member and monographs to which faculty members have contributed chapters or sections on a case-by case basis in consultation with the appropriate subject librarian, taking into account the significance of the contribution of the faculty member.
- Archival Services will use Digital UNC, UNC's digital repository, to preserve materials published by faculty, staff and administrators in digital format as appropriate.

Archival Services will also attempt to fill in gaps in the collection when possible in accordance with the above guidelines.

As indicated by the above guidelines, the collection of faculty publications in Archival Services will not be comprehensive. Rather than developing a comprehensive physical and digital collection of all publications produced by University personnel, Archival Services will strive to maintain a database of citations of materials published by faculty, staff and administrators that includes both materials collected and not collected. Archival Services will attempt to maintain as complete a database as possible, but it may not be definitive.