

**Western Libraries  
Collections Management Policy  
English and Writing Studies**

**Date created: April 2012**

**Revised: February 2017**

**Subject librarian: Elizabeth Mantz**

**Purpose of the collection**

The English collection of Western Libraries is intended to support the research activities of faculty, students, and staff as well as the instructional requirements of undergraduate and graduate programs.

The D.B. Weldon Library is the primary location for material supporting the research and instructional needs of the Department of English and Writing Studies. Weldon Library serves the Faculties of Arts & Humanities, Information & Media Studies, and Social Science, and is the largest of the eight physical locations of Western Libraries.

**Program information**

The Department of English and Writing Studies in the Faculty of Arts & Humanities offers degrees at the undergraduate, Masters, and Doctoral levels, and maintains vigorous research activities among faculty and graduate students.

*Undergraduate Studies*

The undergraduate program offers 12 modules:

- [Honors Specialization in English Language and Literature](#)
- [Honors Specialization in Creative Writing and English Language and Literature](#)
- [Specialization in English Language and Literature](#)
- [Major in English Language and Literature](#)
- [Minor in English Language and Literature](#)
- [Minor in English for Teachers](#)
- [Minor in Creative Writing](#)
- [Minor in Writing Studies](#)
- [Minor in General English](#)
- [Minor in Popular Literature and Cultural Studies](#)
- [Major in Sexuality Studies](#) (in conjunction with the Department of Women's Studies and Feminist Research)
- [English Language and Literature – Ivey HBA Combined Degree](#) (in conjunction with the Richard Ivey School of Business)

The Department of English and Writing Studies also serves as host for two additional programs for undergraduates:

- [Medieval Studies](#)
- [Theatre Studies](#)

### *Graduate Studies*

The Department of English and Writing Studies offers graduate programs at the [Masters](#) and [PhD](#) levels, and is recognized nationally and internationally for the quality of its faculty, programs, and graduates.

### **Subject areas covered**

The D.B. Weldon Library collects materials in all major periods and genres of English literature, including:

- Old and Middle English Literature
- Dramatic Literature (1485 to Restoration)
- Renaissance Non-Dramatic Literature
- Restoration and Eighteenth Century Literature
- Nineteenth Century Literature
- Twentieth Century British and Irish Literature
- American Literature
- Canadian Literature

Weldon Library also supports faculty and graduate students in the following interdisciplinary fields:

- Cultural Studies
- Digital Humanities
- Indigenous Studies
- Literary Criticism and Theory
- Medieval Studies
- Postcolonial Literature and Theory
- Queer Studies
- Textual Studies
- Women's Literature and Gender Studies

The D.B. Weldon Library's extensive print and microform collections are two components of the resources available to English and Writing Studies faculty and graduate/undergraduate students. Weldon Library's primary users also have online access to an extensive number of e-books, as well as bibliographic and full-text

databases that contain major collections of primary and secondary source materials relating to English and Writing Studies.

The collection supports all aspects of English taught in the Department of English and Writing Studies, as outlined above.

### **Physical format**

Acquisitions will include resources in all types of formats with a preference for digital format when suitable. Examples of frequently acquired materials include, but are not limited to, books, journals, databases and other digital resources. Alternative formats, such as DVD or streaming video, are considered on the basis of individual requests.

### **Accessibility**

Western Libraries is committed to providing an environment for all library users to engage in research and scholarship. Accordingly, preference will be given to e-resources with interfaces that are accessible via screen readers and those which offer accessible format download options (i.e., versions that are machine-readable). Further information about research support through Western Libraries Accessibility Services is available at: <http://www.lib.uwo.ca/accessibility>.

### **Language**

English is the primary language of the collection and materials in other languages may be acquired to support the curriculum. English translations of major works in other languages are also acquired.

### **Source of publication**

Sources of publication are primarily Canada, the United States, the United Kingdom, and Western Europe. Material published in other regions may be considered on request and will be evaluated for quality and relevance.

### **Date of publication**

Materials with a recent imprint date are preferred. Due to the nature of the subject matter, older material may be requested. The Subject Librarian for English and Writing Studies may request items through the used book market to satisfy these requests.

### **Geographic scope**

The preferred geographic scope of the collection includes Canada, the United States, the United Kingdom, Ireland, Australia, New Zealand, and, to a lesser extent, Asia and Western Europe. No regions are explicitly excluded, and research resources from all countries may be selectively considered based on research need.

## **Chronological period**

Materials acquired to support the teaching and research of faculty and students in the Department of English typically includes the period from c. 800 A.D. to the 21<sup>st</sup>-century.

## **Exclusions**

With the exception of individual requests and some selective acquisitions, the following types of material are not acquired:

- conference proceedings
- course textbooks
- theses or dissertations from other institutions
- manuscripts
- works of popular literature that do not support research and teaching

## **Related collections and cooperation**

The Western Libraries collection for English and Writing Studies is supplemented by collections in related fields, such as History, Theory and Criticism, and Women's Studies and Feminist Research, as well as by access to research materials held by Western's affiliated University College Libraries.

In cases of overlapping interest in the purchase of new materials, selection decisions are made in consultation with the appropriate subject librarian.

Western Archives provides a range of services supporting research and teaching, and includes two collections of particular research significance and value to English and Writing Studies researchers:

Materials housed in the Archives and Research Collections Centre (ARCC), notably The James Alexander and Ellen Rea Benson Special Collections, and The G. William Stuart Collection of Milton and Miltoniana, significantly enhance the circulating, reference, and research collections in English. Manuscript collections, literary papers, and literary periodicals, first and variant editions of pre-World War II poetry, prose, fiction and drama, as well as substantial holdings of Canadian small and private presses, are also located in ARCC.

Co-operative agreements for Interlibrary Loans exist among Canadian academic libraries and consortia. Use of the service is usually at no cost to the library patron. The program enables the library to offer its primary users prompt access to resources not held in Western Libraries collections.

Western Libraries also participates in consortial purchasing through the Ontario Council of University Libraries (OCUL), the Canadian Research Knowledge Network (CRKN), and the Center for Research Libraries (CRL), in order to obtain the benefit of group

discounts for digital products which Western University, as a single purchaser, could not otherwise afford.

## **Gifts**

The D.B. Weldon Library gratefully accepts gifts of materials in good condition which are within the scope of coverage for its collection and which the library either does not already own or does not own in sufficient depth to support teaching and research needs.

Receipts for tax purposes are issued in accordance with the Western Libraries policy for gifts. Those wishing to make donations should contact the Subject Librarian for English and Writing Studies.

## **Managing the collection**

In order to ensure that collections remain optimally useful for our patrons, it is necessary to analyze collection usage and available space on a regular basis. Items will be selectively removed from the active collection from time to time.

Serial subscriptions are reviewed on an ongoing basis and the active collection is based on a number of criteria that include, but are not limited to, a review of usage and the level to which the title supports research and/or teaching.

Requests for new journal subscriptions, subject-specific databases, or digital collections are subject to library approval, and are contingent upon available funds.

Duplicate items that are no longer required to support the curriculum, and damaged items that can no longer be replaced may be removed from the active collection at the discretion of the Subject Librarian. Items that are unique to Western may be transferred to a storage facility. Materials housed in these storage facilities is available on request through the shared library catalogue.

Criteria for transfer selection include, but are not limited to, the following:

- 1) outdated or previous editions of titles
- 2) medium- to low-use items
- 3) material that is available in alternate formats, i.e., online
- 4) materials that would benefit from storage in a more controlled environment.

Consult the Subject Librarian for further details about these criteria.

## **Resources to aid in acquisition of material**

The majority of monograph purchases for English and Writing Studies are acquired through the use of a monograph approval profile that is established and regularly

reviewed by the Subject Librarian for English and Writing Studies. The Subject Librarian makes discretionary purchases for material requested by faculty and students.

Patrons have two avenues for becoming involved with the acquisition of materials: they are encouraged to make recommendations for the collection through the online form available at <https://www.lib.uwo.ca/acquire.html>. Patrons may also select books through the Demand Driven Acquisition process, by automatically triggering purchase and immediate access to previously non-owned e-books listed in the shared library catalogue. Once an e-book's content is accessed, the title is automatically purchased and added to the library's collection.