



Dare to know

Conspectus Collection Levels

Collecting Level	Description	Designation
0	Out of Scope	
1a	Minimal Information Level–Uneven Coverage: Few selections are made; there is a haphazard, basic representation of the subject, including only the most essential or introductory materials. This level supports narrowly focused, specific service needs. The collection is consistently maintained even though coverage is limited.	Uneven Coverage
1b	Minimal Information Level–Minimal Coverage: Few selections are made; there is a basic representation of the subject through the acquisition of essential authors, some core titles, and a spectrum of points of view. The collection is consistently maintained to cover key areas although there may be a lack of depth or variety in certain subjects. A general collecting criterion for this level will be addressing the needs of only one course.	Minimal Coverage
2a	Basic Information Level–Introductory Coverage: A judicious collection of introductory monographs, key resources, and reference tools that include basic explanatory works on foundational concepts, histories of the development of the topic, general works about the field and its important personages, general encyclopedias, periodical indexes, and statistical sources. This level includes a wider range of material that offers greater depth in certain area, but may still have gaps. The collection is sufficient to support the inquiries of patrons and high school-aged students attempting to locate general information about a subject. Public libraries will often collect at this depth. A broad collecting standard for this	Introductory Coverage

	level will be attending to the needs of more than one course within the same academic discipline area.	
2b	Basic Information Level–Advanced Coverage: A well-rounded collection with strong coverage in most areas and a broader and more in-depth array of introductory monographs and reference tools that include basic explanatory works; histories of the development of the topic; general works about the field and its important personages; a wider array of general encyclopedias, periodical indexes, and statistical sources; a limited collection of representative general periodicals; and defined access to a limited collection of owned or remotely accessed electronic bibliographic tools, texts, databases, and journals. This collection is sufficient to support the basic informational and recreational reading needs of community college students or an educated general public. A rough collecting benchmark for this level will be meeting the needs of more than one course each across two academic discipline areas.	Advanced Coverage
3a	Instructional Support Level–Basic Study Coverage: The collection provides in-depth resources adequate for imparting and maintaining knowledge about the primary topics of a subject area. The collection includes the most important primary and secondary literature, a selection of basic representative journals and periodicals, a selection of subject-based indexes and abstracts, and defined access to appropriate electronic reference and bibliographic tools pertaining to the subject. Other than those in the primary collection language, materials are limited to learning materials for non-native speakers and representative well-known authors in the original language, primarily for language education. This collection supports a wide range of lower division undergraduate courses, as well as some of the basic independent study needs of the lifelong learner. An inexact collecting guideline for this level will be answering the needs of more than one course each across three to five academic discipline areas.	Basic Study Coverage
3b	Instructional Support Level–Intermediate Study Coverage: This middle level provides resources adequate for imparting and maintaining knowledge of more specialized subject areas, and for offering more comprehensive coverage of the subject with broader and	Intermediate Study Coverage

	<p>more in-depth materials. The collection includes a significant number of rare, historical, and seminal works on the primary and secondary topics in the field, a significant number of retrospective materials, a substantial collection of works by secondary figures, and works that provide more in-depth discussion of research, techniques, and evaluation.</p> <p>These materials are adequate to support upper division undergraduate courses. An indefinite collecting guideline for this level will be resolving the needs of more than three courses each across five or more academic discipline areas.</p>	
3c	<p>Instructional Support Level–Advanced Study Coverage: This all-encompassing level provides resources adequate for imparting and maintaining knowledge about all aspects of the topic, which are more extensive than the intermediate level but less than those needed for doctoral and independent research. The collection includes an almost complete collection of core works including significant numbers of seminal works on the primary and secondary topics in the field; significant numbers of retrospective materials and resources; a substantial collection of works by lesser-known figures; a selection of resources in other languages, including well-known authors in the original language and a selection of subject-specific materials in appropriate languages; defined access to a broad range of specialized electronic resources; and works that provide more in-depth discussion of research, techniques, and evaluation. This collection supports master's degree level programs as well as other specialized inquiries. The Barton Library will not actively seek to collect at this high level.</p>	Advanced Study Coverage
4	Research Level: The Barton Library will not collect at this level.	
5	Comprehensive Level: The Barton Library will not collect at this level.	