

## VIDEO/DVD/FILM

### Collection Development Policy

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#### **I. Purpose**

The purpose of the videocassette/digital video disc/film collection is to support the instructional needs of MSU faculty, students and staff. The collection consists of ½" videocassettes, laser videodiscs, 16 mm films and digital video discs (DVDs). The collection is presently housed in the Educational Resource Center.

#### **II. Scope of coverage**

a. When documentary programs are purchased, priority is given to those produced within the past ten years. Older programs will be purchased only when they are classic titles or when it has been determined that no more recent production offers the same level of coverage-in terms of content or quality. There are no chronological guidelines for the purchase of feature films.

b. English and any other language with English subtitles will be preferred. Resources in a foreign language without English subtitles will only be purchased in special circumstances.

c. Although the collection includes materials produced throughout the world, most are obtained through United States distributors due to compatibility issues. Programs will be purchased in the NTSC standard if available; programs in all other standards will be purchased on a highly selective basis.

#### **III. Types of materials purchased**

a. Materials purchased include documentary videorecordings, instructional videorecordings, performances, performance art and feature films.

b. Popular feature films are normally purchased only upon the request of an instructor to support classroom instruction. However, in some cases, the Media Librarian may purchase films at his/her discretion.

c. Formats purchased include ½" videocassettes and DVDs.

d. Because the video/DVD/film collection supports all academic programs within the university, it includes all subject classifications. However, the collection is not evenly divided among subject areas. Some subject areas are more frequently represented in the production of video materials and are more suitable for video presentation.

#### **IV. Responsibility**

a. Video/DVD purchases in interdisciplinary areas or which may be of interest to several departments are normally purchased by the Media Services Librarian.

b. Teaching faculty are encouraged to suggest appropriate titles for classroom use. If videos or DVDs are narrow in scope and useful to only one department or course, collection developers for individual departments may choose to use a portion of the department's annual monographs budget to purchase the material. The amount of a department's monographs allocation that may be used for video/DVD purchases should not normally exceed 25% of the annual allocation. Exceptions may be made in unusual circumstances

#### **V. General selection criteria**

a. Video/DVDs considered for acquisition should follow all current collecting guidelines presented in the General Collection Development Policy.

b. In addition, the following criteria may be considered:

1. accuracy/authoritativeness
2. timeliness of information
3. level of treatment (analytical vs. descriptive)
4. technical quality
5. aesthetic appeal
6. relative cost
7. intended audience (age or grade level)
8. reputation of producer/distributor

c. Previewing of videos/DVDs to determine if they meet intended curricular needs is strongly encouraged, particularly when items are costly or when purchase may be problematic..

d. Video/DVD resources that are costly and infrequently used may be rented instead of purchased at the discretion of the Media Librarian.

#### **VI. Replacements**

- a. Items will be considered for replacement when they are in poor physical condition, damaged, or missing, if their content is still deemed useful.
- b. An item may be replaced in a different format if there is value added in either the quality of the resource, the convenience of using one format over another, or instructional appropriateness.
- c. Obsolete formats will be replaced with appropriate newer formats whenever possible.

## **VII. Preservation**

Videos and films may be repaired if that is feasible and if the item has continuing value.

## **VIII. Deselection**

In general, the criteria for deselection in the General Collection Development Policy will be used for this collection. In addition, items will be considered for deselection if they are in an obsolete format.