



COLLECTIONS POLICY

SUBJECT: FAMILY STUDIES

General Purpose

The general purpose is to collect material in the subject of Family Studies to support undergraduate and graduate teaching and research to the doctoral level. The M.Sc. and Ph.D. degrees are offered in the field of applied human nutrition and the field of family relations and human development.

Collection development should be maintained at the level of current collection intensity objectives by the effective use of funds available each year.

Languages

Primarily English, but publications in other languages may be collected as demanded by research needs.

Geographic Areas

Materials from any part of the world should be collected to support teaching and research programs, with a concentration on Canadian materials, subject to the language limitations.

Chronological Limitations

Primarily in-print materials, but older materials as required for teaching and research.

Types of Material Collected

Monographs, periodicals and research reports are emphasized in print or microform format, but other types of materials may be considered (e.g., theses, CD-ROM or audio visual).

Types of Material Excluded

Normally manuscripts, rare books, patents, and computer software are not acquired.

Access and Related Resources

Many external resources can be identified through the Library's catalogue. A broad spectrum of additional information and collection resources may be made available through cooperative arrangements and be accessed via library servers, the Internet, document delivery, and interlibrary loan.

Subjects and Collecting Levels

Subject	Existing Collection Strength	Current Collecting Intensity Objective
Family Studies	4E	4E
Theory and experimental research/methods		
Family Planning	3E	4E
Family Roles and Relations	3E	4E
History of the family		
Legal aspects		
Single parenting		
Remarriage		
Gender relationships		
Inter-generational relationships		
Marital and Family Dynamics	3E	4E
Therapy methods		
Intervention methods and social work		
Models (theory of family functioning dynamics)		
Family violence		
Counselling		
Child Development	4E	4E
Parent/child relationships		
Infant and early childhood services and education		
Exceptional children		
Socialization		
Parent-Child Relationships	4E	4E
Social Gerontology	3E	4E
Social policies		
Human Sexuality	4E	4E
Human Nutrition	4E	4E
Nutritional assessment		
Community and public health nutrition		
Clinical nutrition		
Human Development	4E	4E
Learning and education		
Interpersonal dynamics		
Communications		
Life-span development		

For related resources, see collections policies for Nutritional Sciences, Rural Planning and Development, Human Biology, and Psychology.

The attached Appendix indicates collection levels.

Archival and Special Collections

Because the historic curriculum of one of Guelph's founding colleges, the Macdonald Institute, was centered on the domestic arts and family life in general, related rare and archival items are regularly acquired. In addition to the records listed below, there are collections that contain diaries or correspondence written by women, such as the John MacIntosh Duff and Lizars family papers, which reflect the home life and social events of earlier periods. 4E

University Archives

Macdonald Institute records

Special Collections

Helen C. Abell Collection

All About Us/Nous Autres

Lillian A. Beattie Papers

Courtice Family Papers

Hoodless Family Papers

Ewen-Grahame Papers

L.M. Montgomery Collection

Approval

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13 July 1993

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16 July 1993

Appendix: Collection Levels

Six numeric codes establish a standard terminology to express assessments of the Existing Collection Strength (ECS) and Current Collecting Intensity Objective (CCI) levels. These codes reflect a broad national or international perspective relative to the universe of publications.

Code	Label	Definition
0	Out of Scope	The Library does not collect in this subject area.
1	Minimal Level	A subject area in which few selections are made beyond very basic works .
2	Basic Information Level	A selective collection of materials that serves to introduce and define a subject and to indicate the varieties of information available elsewhere. It may include dictionaries, encyclopedias, access to appropriate bibliographic databases, selected editions of important works, historical surveys, bibliographies, handbooks, and a few major periodicals.
3	Study or Instructional Support Level	A collection that is adequate to impart and maintain knowledge about a subject in a systematic way but at a level of less than research intensity. The Collection includes a wide range of basic works in appropriate formats, a significant number of classic retrospective materials, complete collections of the works of more important writers, selections from the works of secondary writers, a selection of representative journals, access to appropriate machine-readable data files, and the reference tools and fundamental bibliographical apparatus pertaining to the subject. At the study or instructional support level, a Collection is adequate to support undergraduate study and some graduate instruction in master's degree programs.
4	Research Level	A collection that includes the major published source materials required for dissertation and independent research, including materials containing research reporting, new findings, scientific experimental results, and other information useful to researchers. It is intended to include all important reference works and a wide selection of specialized monographs, as well as a very extensive collection of journals and major indexing and abstracting services in the field. Pertinent foreign language materials are included. Older material is usually retained for historical research when pertinent. A collection at this level fully supports doctoral and other original research by faculty .
5	Comprehensive Level	A collection in which a library endeavours, so far as it is reasonably possible, to include all significant works of recorded knowledge (publications, manuscripts, other forms), in all applicable languages , for a necessarily defined and limited field. This level of collection intensity is one that maintains a "special collection"; the aim, if not the achievement, is exhaustiveness. Older material is retained for historical research with active preservation efforts.

Eight alphabetic language codes amplify the ECS and CCI levels. As with Collection Levels, language coverage is viewed in the context of the universe of publishing rather than local perceptions of need.

Code	Definition
E	English language material predominates. Little or no material in languages other than English is collected.
P	French language material predominates. Little or no material other than French is collected.
V	English and French materials predominate. Little or no material in languages other than English or French is collected.
S	Selected non-English material included in addition to English material.
T	Selected non-French material included in addition to French material.
X	Selected foreign language material included in addition to English and French material.
W	Wide selection of material in all applicable languages. No programmatic decision is made to restrict materials according to language.
Y	Material is primarily in one foreign language (excluding French or English). The overall focus is on collecting material in the local vernacular.
