



COLLECTIONS POLICY

SUBJECT: MUSIC

General Purpose

The general purpose is to collect materials in the subject of music to support undergraduate teaching and research in the following areas: music of European and North American composers in various types, genres, and periods from the pre-Christian era to the present; ethnomusicology and music of popular genres; scholarly investigations of these musics from historical and theoretical perspectives (history of music and musical styles, performance practice, analysis of repertoire, palaeography); the theory of music (analytical method, philosophy of music, aesthetics, and history of theory).

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

Languages

Primarily English, but publications in other languages may be collected as dictated by departmental needs. Recorded items with foreign language content may be collected as well.

Geographic Areas

Primary areas are Europe, Africa, Great Britain, India, North America and Canada. The collection is also enriched at an international level in other areas where it may be used by the Department.

Chronological Limitation

Material with a recent imprint date is preferred emphasizing the medieval era to the present.

Types of Material Collected

Monographs, periodicals, and scores are to be emphasized in print or microform format and phonodiscs and compact discs are collected. Scores of the most important composers are acquired in critical editions. For some pieces, instrumental parts and performing editions are collected. Other types of materials may also be acquired, e.g., CD-ROM, theses, facsimile editions, microfilms, performance scores in parts, or audio visual.

Types of Material Excluded

Normally manuscripts, rare books, realia, and patents 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 Collection Levels

Subject Area	Existing Collection Strength	Current Collecting Intensity	Collecting Objective
Music (general)	3S	3S	
- printed collection of musical sources			
- collected works of individual composers			
International Music	3S	3S	
Literature on Music	3S	3S	
- history and criticism			
- philosophy and physics			
Musical Instruction and Style	3S	3S	
Musical Instruments and Study	3S	3S	
Vocal Music	3S	3S	

For related resources see collections policies for Drama, English Language and Literature, Fine Art, French Studies, History, Languages and Literatures, Philosophy, and Sociology and Anthropology.

The attached Appendix indicates collection levels.

Archival and Special Collections

3S

Although a separate Music Department was not created until 1984, a Division of Music, attached to the Dean of Arts office, was in existence from the founding of the University. A musical tradition of concert performance dates to the early days of OAC. In addition to the collections listed below, there is a small selection of music manuscripts including an original score by Franz Liszt, an illuminated vellum music sheet from the 15th century, a 17th century Spanish antiphony, and an example of 18th century plainsong probably used in French Canada. There are also a number of files on musical productions located throughout the theatre archival collections.

William J. Abbott Collection
Canadian Sheet Music Collection
Cedric Thorpe Davies Collection
CentreStage Music Archives
Guelph Spring Festival Archives
Hollinger Collection of Critical Scores of the Viennese Masters
Edward Johnson Collection

Approval

Mary Cyr
Department of Music

June 7, 1995

Tim Sauer
Collection Development
Division, Library

May 31, 1995

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.

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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.
