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Standard Category:	Library	Next Review Date:	Jul, 2026

Purpose

Ridge Meadows College's (RMC) library catalogue is intended to support student research, work and learning while enrolled at the institution. The library also contributes to the professional development, instruction and scholarly activity of its instructors and staff.

The goal of RMC's collection is to directly support course learning objectives. Library resources will be prioritized to serve existing programs as well as those in development. Currency of materials is a priority in collection expansion and maintenance.

Definitions

Course: one course of the program which is required to achieve a regulated certification, or consideration for completion of a college defined program.

Library Materials: Materials may include: electronic resources such as e-texts, open source textbooks, online catalogues; and print resources such as books, magazines, papers, and others.

Program: the complete set of all courses required to achieve a regulated certification, or the collection of courses defined as a program by the college.

Statement

Collection Development

The development and maintenance of the library's catalogues and resources are defined by the following principles:

- Periodic assessments will be conducted to determine the effectiveness of library resources in meeting its purpose. Catalogues or physical resources (such as magazines or books) may be added or removed to maintain the relevancy of its materials and maximize the library's effectiveness within its budget.
- The library prefers electronic resources and catalogues as they are more accessible to the college's students.

- Materials in English will be prioritized but materials in other languages may be obtained to suit the needs of the college's courses.
- Present and modern materials are prioritized but historical resources will also be maintained when appropriate.
- When possible the library will purchase one copy of course texts for inclusion in the course reserves collection.

The college and library will endeavor to maximize the breadth of the library's collection but all purchasing of materials are subject to resource limitations.

Donations

Donations to the college's library are welcome. Upon gifting any materials to the library, any such materials will be assumed to immediately become the property of the college and may be handled as such. Donations may be retained, stored, re-donated, or disposed of at the discretion of the college.

Open Education Resources

Ridge Meadows College encourages the use and development of open-access materials. When possible, such materials will be added to library catalogues and the college will take an active role in promoting their adaptation when appropriate.

Deselection

Library materials are subject to deselection at the discretion of the college. Materials may be removed from the library catalogue due to relevancy, duplication, outdatedness, lack of space, or other reasons. Deselected materials may be stored, donated, used for gifts or exchange, or disposed of at the discretion of the college.

Intellectual Freedom

The college encourages and operates by the principles of academic and intellectual freedom. The college is committed to supporting a diversity of viewpoints without restriction, limitation or censorship.