



ST. HUGH'S COLLEGE, OXFORD

LIBRARY COLLECTION MANAGEMENT POLICY

Date Policy Ratified by Governing Body: 21 May 2025

Author/Responsible Officer: Nora Khayi, Librarian

Date to be reviewed by: 21 May 2027

Library Collection Management Policy

In relation to all accessioning and de-accessioning (including accepting/rejecting of donations and pruning of collections), the Librarian should act (in consultation with Tutors as appropriate) on the basis of the following criteria:

Purchase/accept/retain primarily what can be identified as:

- 1) Useful to an undergraduate/reference library, within the range of subjects taught;
- 2) Interesting in terms of College History, Women's Education and other research areas specifically connected with St Hugh's;
- 3) Contributing significantly to areas where the Library already has major strengths;
- 4) Exceptionally rare or valuable.

Duplication should be avoided, unless deemed desirable for study purposes.