

Kathrine R. Everett Law Library Collection Development Policy

Revised as of August 6, 2024, this policy supersedes and replaces all prior collection development policies as of this date. This policy reflects the American Bar Association (ABA) Standards for the Approval of Law Schools and ABA Standard 604(c) regarding law library collections.

A. Introduction

The Law Library's collection development policy is a practical tool that extends the mission statement of the Kathrine R. Everett Law Library to developing our collection: "The Kathrine R. Everett Law Library supports the education of Carolina Law students, acts as a research partner with faculty and students, and serves the legal information needs of University students and faculty, the legal community, and the residents of North Carolina." To that end, the Law Library's mission is:

1. To research, develop and implement innovative services, instruction and creative uses of technology to access, manage and communicate knowledge;
2. To collect, organize and preserve legal resources, and provide access to information to enhance and support legal and law related research and scholarship;
3. To teach formal courses in law, legal research and law related subjects in the Law School and the University;
4. To maintain a physical environment conducive to study, research and scholarship; and
5. To foster research, scholarship, education, and leadership in law librarianship, legal research, law, and information and library science."

In support of this mission, the Law Library's primary collection development goal is to provide access to comprehensive information for legal and interdisciplinary research and scholarship now and in the future, while supporting the curriculum and experiential training programs of Carolina Law and upholding the American Bar Association standards on library collections. To achieve this goal, the Law Library emphasizes licensing and purchasing electronic resources, on-demand borrowing, and collaboration with other research institutions, while continuing to build and maintain library print collections where needed to ensure public access to and preservation of legal information. The Law Library develops collections for current and future researchers, responding to and anticipating the changing needs of our community, while prioritizing the needs of Carolina Law faculty, major areas of the curriculum, students, and staff. The Law Library's policies and practices must be sufficiently flexible to respond to emerging legal fields and

technologies, evolving areas of legal expertise, and enhancing experiential instructional opportunities.

The Carolina Law community benefits from the proximity and long history of collaboration in collection development and shared services with both University Libraries and the Triangle Research Libraries Network (TRLN). TRLN is a collaboration between The University of North Carolina at Chapel Hill libraries, Duke University, North Carolina Central University, and North Carolina State University whose purpose is “to create a rich and unparalleled knowledge environment that furthers the universities’ teaching, research, learning, and service missions.” TRLN and its member organizations promote and support access to resources through a unified catalog search interface with unmediated book requests, delivery of materials between campuses, and an organizational structure with cross-campus collaboration to develop new services and explore cooperative practices and innovation.

The Carolina Law community also benefits from direct access to hundreds of databases through UNC’s University Libraries. In addition, the Law Library participates in regional and national programs for cooperative collection development, sharing, and preservation, including agreements and partnerships with the New England Law Library Consortium (NELLCO), the Legal Information Preservation Alliance (LIPA), TRLN, and LLMC Digital.

The primary purpose of this Collection Development Policy is to build a collection that supports the UNC Law School’s curricular, scholarship, service, and research needs. We are also mindful of our mission to support University scholarship and public access to North Carolina legal information. Rapid changes in legal publishing, technology, and library funding require this policy to be periodically reviewed and amended based on library needs. As such, this policy will be reviewed and updated under the direction of the Director of the Law Library on a regular basis.

B. General Criteria for Selection of Materials

These factors will be applied based on the subject area collection intensity guidelines (see Section E).

1. Authority of the author or producer, including the author’s reputation and importance in that subject area.
2. Librarian’s awareness of the likelihood of use of the item based on known curricular, service, and research needs.
3. Accessibility and preservation of North Carolina legal materials.
4. Value to the permanent collection in addition to immediate needs for the material. This also means considering the library’s interest in the preservation of that material.
5. Availability of materials in electronic format including options for licensing and ownership of electronic materials.
6. Availability of material elsewhere in other University of North Carolina at Chapel Hill libraries.

7. Availability of material elsewhere in TRLN libraries or other libraries with consortial sharing agreements.
8. Cost, considering the number of potential users and limitations on access for categories of patrons. When considering the cost material, the library will consider the initial cost and any additional continuing costs for upkeep and maintenance.
9. Physical space considerations
10. Specific law faculty and law student requests

C. Format Considerations

Duplication: The law library strives to avoid duplication of content by format efficiently stewarding expenditures of state and other funding. Exceptions may be made as deemed appropriate by the Director or the Assistant Director for Collection and Technology Services to support the service, teaching, and scholarship of the law school.

Formats and Accessibility: The law library is committed to meeting the information needs of all library resource users. Accessibility and usability of our collections is a primary focus. This includes close consideration of allowed user groups, ranges of resource formats, usability of e-resource platforms, and number of simultaneous users. The law library supports the largest economically feasible user audience available when negotiating new resource acquisitions and determining collection storage. Whenever possible, we advocate for campus-wide access to Law Library resources for the full UNC campus and public patrons.

The law library prefers ownership of or licensing access to materials in electronic formats, including online subscription-based resources, historic and current digital collections, e-journals, e-books, and evidence-based acquisition e-book collections. These digital formats provide increased access and accessibility for patrons, including regard to off-campus mobility, access ease and speed, searchability, screen-readability, and quantity of resources. To provide the greatest flexibility in use, to support the accessibility needs of our community, and to ensure permanent and reliable access to core resources, the law library collects and retains materials in print and other formats where appropriate. The law library can assist users with retrieving materials in the collection and with obtaining library resources in an optimal format. The law library also generally favors electronic materials that are available to all user groups in the law library, including other campus users and members of the public. Law library selectors will favor electronic formats that are stable and durable and will prefer materials from vendors who ensure continued access despite changing technology. Additional factors the law library may consider include whether the material is official or otherwise authenticated, cost, and availability from free sources or other content providers.

Cooperative Agreements: The law library is a part of the Triangle Research Libraries Network (TRLN) and has engaged in informal agreements regarding retention of materials with other libraries. We view these relationships as essential for our users to enable us to give them the widest possible access to legal information. Present and future

cooperative sharing agreements will affect the library's decision to purchase and retain materials. The library will honor its promises to purchase and retain materials in the context of cooperative sharing agreements.

Preservation: As a part of the library's mission to provide access to legal information to citizens of North Carolina as well as our institution, the University of North Carolina, Chapel Hill, the law library accepts responsibility to ensure continued access to certain law-related information. Thus, for certain varieties of materials (see subject and jurisdictional considerations at E and F), the law library will consider the long-term durability of formats available for purchase.

Cost: The library will consider not only the initial cost of purchase, but costs of ongoing maintenance, supplementation, and storage when determining the appropriate format for purchase.

D. Audience Considerations

As a part of fulfilling its mission statement, the library will consider the different resource needs of law faculty, law students, other university users, alumni, members of the bar, and the public. The needs of Carolina Law are prioritized including support for faculty scholarship, research, and teaching interests; the requirements of the law school curriculum; clinical and externship programs; law journals, and experiential education. The library will continue to prioritize materials that give access to the widest possible audience. In particular, the library will seek to provide universal or near-universal access to North Carolina legal materials in multiple formats for users conducting research in the library. The library will seek to provide public users with access to specialized research databases, subject to fiscal limitations.

E. Subject Area Collection Intensity:

The library strives to maintain a basic collection of materials for all major Anglo-American legal subjects. In addition, more robust collections in particular subject areas may also be maintained. In making determinations of depth of coverage for particular subject areas, the library uses the following additional factors as criteria:

1. *The curricular needs of the UNC Law School.* If the law school's programs and courses indicate a curricular need, those needs will play the primary role in determining collection development decisions. UNC Law School curricular priorities will include the following special considerations:
 - a. Law School Centers and Programs: If the law school hosts a center or program in the subject, the library will strive to maintain a practical and scholarly collection in that area.
 - b. Law School Clinics: If the law school hosts a clinical program in the subject, the library will strive to maintain a practical collection to aid students in practice.

- c. Law School Experiential Courses: In consultation with the faculty member teaching an experiential course, the library will strive to maintain a practical collection for that subject.
 - d. Law School Courses with a Writing Component: If the law school teaches a course with a writing component that requires student research, the library will strive to maintain an instructional collection in that area.
2. *The research interests of law school faculty.* The library will strive to maintain a scholarly collection for areas of faculty interest.
 3. *The needs of the North Carolina legal community, including self-represented litigants.* The library will strive to maintain a practical collection of North Carolina legal materials for use by members of the public.
 4. *The research needs of the wider University of North Carolina at Chapel Hill community.*

The levels of collection development by subject are defined as follows:

1. *Scholarly Collection:* All essential material required for faculty and student instruction and independent research. This includes major published source materials and a wide selection of monographs, journals, and relevant databases.
2. *Instructional Collection:* The emphasis is on building current and representative collections adequate to maintain knowledge of a subject and for limited scholarly research.
3. *Practical Collection:* This collection includes practitioner-oriented treatises, loose-leaf, formbooks, CLE materials, and other materials useful to experiential learning and practice environments. Where possible we will consult local practitioners and practitioner libraries regarding the use of materials in practice.
4. *Basic Collection:* Up-to-date general materials that will aid readers' immediate understanding of a subject and will serve to introduce readers to the subject and to other sources of available information.
5. *Study Aids:* Study aids provide introductory overview treatments of a topic without detailed analysis or extensive case references. The Law Library collects study aids by series that emphasize substantive discussion of topics covered in the UNC Law School curriculum (e.g., Hornbooks, Examples & Explanations, and Nutshell series). Electronic access to these student texts/study aids is preferred. Books on taking exams and introductions to the law school experience are collected selectively. Commercial course outlines and materials written exclusively to assist students in preparing for courses or bar examinations are not collected unless recommended by faculty but may be added when received as gifts or when available through electronic subscription packages. Only the current and immediate prior editions of these materials are retained.
6. *Casebooks:* The law library purchases one copy of required casebooks, textbooks, and supplements for all UNC Law School courses to provide equitable access to course material for all UNC law students. These materials are available for checkout as course reserves. Casebooks are also added when authored or edited

by Law School faculty members. Because of their limited research value, other casebooks are generally not purchased unless recognized as important general texts on a topic. Duplicate copies of current editions may be provided based on the level of use as evidenced by usage statistics.

7. *Databases*: The law library subscribes to a broad range of legal research databases that cover general legal topics and that are accessible to the law community. When feasible, campus-wide access for all of the UNC community is preferred. The law library also subscribes to some specific legal subject databases and some individual jurisdictional databases that are determined to be important to our collection. Databases may include a variety of types of materials (primary sources, journals, books, current awareness etc.) and legal practice tools. Some legal databases are restricted to law school students, staff, and faculty due to access prohibitions within individual licensing agreements. Campus-wide access for interlibrary loans, text and data mining, and scholarly sharing is negotiated whenever possible and cost-effective.

The law library increasingly receives faculty requests for highly specialized databases, individual articles and reports, products used in commercial fields and law practice, and data sets of interest to one or a small number of researchers. The law library attempts to acquire access to these resources whenever possible and explores opportunities for cost sharing and collaboration with other libraries or interested faculty. Costs are sometimes managed through negotiating limited time periods and/or utilizing academic rates. Preliminary trials for reference librarians are arranged whenever possible to ensure the product meets the desired need.

F. Jurisdictions

Federal

Primary Materials: The library will maintain a comprehensive collection of all federal primary legal sources. The library will maintain this collection through a mix of electronic and print resources, based on availability, price, and the format considerations listed above. The library will strive to maintain access to official sources of law.

Secondary Sources: Secondary materials are obtained based upon the guidelines outlined above under "Subject Area Collection Intensity".

North Carolina

Primary Materials: The library will maintain a comprehensive collection of all North Carolina primary legal sources. The library will maintain this collection through a mix of electronic and print resources based on availability, price, and the format considerations listed above. The library will strive to maintain access to official sources of law.

Secondary Sources: The library will maintain a comprehensive collection of North Carolina secondary legal materials. The library will maintain this collection through a mix of electronic and print resources based on availability, price, and the format considerations listed above.

States other than North Carolina

Primary Materials: The library will maintain a collection of selected state primary legal resources, for states other than North Carolina. This collection will include a mix of formats with a preference for electronic access to other state materials through licensed research databases. The library continues to collect selected materials for other states in microfiche for preservation purposes. The mix of collection formats will be determined based on availability, price, and the format considerations listed above. Emphasis may be given to other state collections where significant numbers of UNC Law graduates practice or as research interests of law faculty dictate.

Secondary Sources: Secondary Materials are obtained based upon the guidelines outlined above under "Section E Subject Area Collection Intensity".

Foreign and International Materials

Primary Sources: The library will maintain a collection of English-language foreign and international materials that support the legal research and teaching needs of the law school. The library will maintain this collection primarily through electronic and print resources, based on availability, price, and the format considerations listed above. The library strives to maintain access to official sources of law and credible translations.

Secondary Sources: The law library will collect secondary materials based upon the guidelines outlined above under "Section E Subject Area Collection Intensity", with particular attention paid to the scholarly interests of our law faculty and to support the law school's curricular needs.

G. Information Available via the Internet

1. A variety of legal information is available through the Internet. Currently, the library catalog links to websites that provide legal information and will continue to do so. However, the library recognizes that these links may not be stable and permanent. The library will not use a link to material available on the Internet as a substitute for otherwise providing access to legal information unless the library has taken steps to ensure that linked information is available permanently and preserved.

2. The Carolina Law Scholarship Repository

The Carolina Law Scholarship Repository, established in 2016, is an open access (OAI-compliant) archive of the texts of most article length publications by current and former law faculty members, as well as the texts of all articles published in the Carolina Law's student edited journals. Content from the National Mortgage Settlement is included and supported by donation. Faculty bibliographies are maintained on the [Carolina Law website](#) with links to the text of articles in the Repository.

H. Government Documents

The Kathrine R. Everett Law Library is a selective depository library of the Federal Depository Library Program (FDLP). Depository materials are received in paper, microfiche, and electronic formats. The law library collects government documents that are legal or law-related, based on relevance to our mission statement. This government depository collection includes primary legal materials published by the U.S. Government in both print and electronic formats.

I. Collection Development Procedures

Selection: Under the direction of the law library director, the library will take a team-oriented approach to collection development, with designated librarians having responsibility for selection of materials. The selection process will be overseen by the Assistant Director for Collection and Technology Services, who makes final approval on all selections for purchase.

The library uses a variety of selection tools and relies significantly on YBP's GOBI (based on a profile to obtain recently published law-related items). The library also consults publishers' websites, book reviews, discussions on law library-related listservs, and faculty and student suggestions in making purchasing decisions.

Weeding: Systematic review and discarding of law library materials is a necessary part of maintaining a current and relevant collection. Materials selected for removal from the collection are processed following the guidelines for the disposal of state property as enumerated by the Division of Surplus Property of the North Carolina Department of Administration. Factors for weeding may include availability of materials in multiple formats, availability of space, cost and staffing considerations for upkeep of print, preservation considerations, currency of the information, and multiple copies of a single work.

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