



FORDHAM UNIVERSITY
THE SCHOOL OF LAW

Maloney Library

Collection Development Policy

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Intro:

The Collection Development Policy of the Maloney Law Library governs the acquisition of materials and information resources that enable members of the Fordham Law community to conduct broadly supported and deeply informed scholarship and to pursue academic excellence.

We collect, subscribe to, and provide access to information resources of the highest quality, authoritativeness, reliability, and ease of use. Recognizing that our patron community expects access to legal information outside of the physical and temporal boundaries of the library, we prioritize purchasing and subscribing to electronic resources whenever possible. Where electronic materials are not available, we continue to maintain and build our in-house print collection.

Understanding that space is scarce and expensive and that print collections are of ever diminishing value to legal scholarship, the Maloney Library focuses primarily on the needs of its current community and curriculum while anticipating and responding to changing demands. Our goal is not to house and husband an exhaustive collection of print materials but to provide efficient and robust access to all of the U.S. and international legal information resources needed by our faculty and students to do their best work.

Acquisitions Committee:

The library's Acquisitions Committee includes all reference librarians, as well as the library Director and Deputy Director, and may include representatives from technical services/cataloging and document delivery/interlibrary loan.

Selection Process:

The Acquisitions Committee meets regularly to review potential selections and cancellations. Faculty requests should be directed to their liaison librarian, who may refer the purchase to the Deputy Director or bring it to the Acquisitions Committee.

General Selection Criteria:

- Stable digital formats are preferred for most materials.
- Expense of materials, including maintenance and updating costs, is weighed against other selection criteria in accordance with this policy.
- Materials available through Fordham University Libraries, or duplicates of materials already owned in print or digital format, will not be acquired unless immediate access for law school users is necessary.
- Scholarly materials are preferred over practice-oriented materials.

- Graduate-level materials are preferred over materials targeting the undergraduate-level reader.
- Select interdisciplinary materials are collected in support of the school's centers, programs, and special areas of interest as defined by the library.
- Foreign-language materials are rarely collected.
- Microforms are highly disfavored.

The library has defined collecting depths and assigned those collecting depths to legal topics based on the law school's curriculum, faculty scholarly interests, and support for other programs within the law school. The Acquisitions Committee selects materials in consultation with the collecting depth assigned to legal topics. To review the topic specific collecting depth, refer to Appendices 2-5.

Primary Materials: One copy of Federal, New York State, and New York City primary materials are collected in print. For the state of New Jersey, one copy of the New Jersey Reports and the current statutes are collected in print. Primary materials include, but are not limited to:

- Statutes
- Regulations
- Selected administrative materials including registers and agency guidance and decisions
- Case law
- Court rules

For other primary materials including legislative materials and materials from other jurisdictions, stable digital formats are preferred.

Materials in accordance with our duties as a member of the Federal Depository Library Program (FDLP).

Secondary Materials:

The library collects and maintains a print and digital collection of secondary materials that support the mission of the library and law school. Secondary materials include, but are not limited to:

- Law journals and reviews. Fordham Law School journals are acquired in print, bound, and retained indefinitely. All other law journals will be collected in print only if they are unavailable in a stable digital format in a database to which the library subscribes.
- Encyclopedias.
- American Law Reports.

- Treatises. For topics collected at a depth of three or higher, the library may purchase treatises in print. Refer to Appendix 3.
- Monographs. Depending on availability through our vendors, monographs may be purchased in print or an eBook format.
- Reference materials.
- Study aids.

Course Materials:

The library collects required course materials for first-year courses and selected upper level courses. Refer to Appendix 1 for the list of courses.

Practice Materials:

The library collects selected practice-oriented materials in support of the school's centers, programs, and special areas of interest as defined by the library. Practice-oriented materials include, but are not limited to:

- Formbooks
- Jury Instructions, Civil and Criminal
- Handbooks
- Deskbooks
- Restatement and Models Laws
- Continuing education materials

Databases:

The library subscribes to databases following the general selection criteria and collecting depth by topic (see Appendix 3). Databases are collected in support of unique research needs of the law school that are not otherwise met by our collection. Databases include, but are not limited to:

- eBook databases
- Practice-orientated materials
- Journal databases, both law-related and interdisciplinary
- Foreign, comparatives, and international materials in areas defined in Appendix 5.

Foreign, Comparative, and International Materials:

We collect foreign, comparative, and international materials to support the Fordham Law's curriculum, scholarship of faculty, and the work of its Centers and Institutes. Collecting is done in accordance with the general selection criteria and FCIL collecting depths (see Appendices 4 and 5). Changes or exceptions to the general selection criteria are outlined in the following parts.

In addition to supporting the Fordham Law community, we collect foreign, comparative, and international materials in accordance with our responsibilities as a member of the Northeast Foreign Law Librarians Cooperative Group (NEFLLCG).

To view the foreign, comparative, and international materials that the Maloney Library collects, refer to Appendices 4 and 5.

Format of Foreign, Comparative, and International Materials:

The preferred format for foreign, comparative, and international primary and secondary source materials is digital. Primary sources are not collected in print. If a source is not available digitally, interlibrary loan will be utilized to acquire the needed materials.

Language of Foreign, Comparative, and International Materials:

The preferred language for all foreign, comparative, and international materials is English.

Gifts:

Gifts for the library collection or archives are accepted at the library's discretion and evaluated in accordance with the rest of this policy. Processing and placement of the donations are also performed at the library's discretion.

Appendices

Appendix 1: Courses that qualify for purchase of course materials

1st Year Courses
Civil Procedure
Constitutional Law
Contracts
Criminal Law
Legal Writing & Research
Legislation & Regulation
Property
Torts

Selected Upper Level Courses
First Amendment Law
Commercial Transactions
Conflict of Laws
Corporations
Criminal Procedure: Adjudication
Criminal Procedure: Investigative
Evidence
Family Law
Partnerships & LLCs
Professional Responsibility and the Legal Profession

Appendix 2: Collecting Depth - United States Materials

Collection Depth Indicators	Collection Depth Levels	Collection Depth Defined
1	Minimal Information	<p>Collections that support minimal inquiries about a subject and include a very limited collection of general resources (including monographs and reference works). Periodicals directly dealing with this topic and in-depth electronic information resources are not collected. Some limited, specific service needs may be addressed; some core works and/or basic authors may be acquired.</p> <p>The collection should be frequently and systematically reviewed for currency of information. Superseded editions and titles containing outdated information should be withdrawn. Classic or standard retrospective materials may be retained.</p>
2	General Information	<p>Collections that introduce and define a subject, and that indicate the varieties of information available elsewhere.</p> <p>They may contain general periodicals and a broader and more in-depth array of introductory monographs and reference tools such as:</p> <ul style="list-style-type: none"> • Basic explanatory works • Histories of the development of the topic • General works about the field and important persons in the field • A broader array of general encyclopedias, periodical indexes, and statistical sources • A limited collection of representative general periodicals <p>The collection should be frequently and systematically reviewed for currency of information. Superseded editions and titles containing outdated information should be withdrawn. Classic or standard retrospective materials may be retained.</p>
3	Research or Instructional Support	<p>Collections that provide information about a subject in a systematic way. This level is less than “comprehensive” intensity.</p>

Collection Depth Indicators	Collection Depth Levels	Collection Depth Defined
		<p>At this level, resources should be adequate for imparting and maintaining knowledge about the primary topics of a subject area. For more specialized subject areas, resources should provide more comprehensive coverage of the specialized subjects with broader and more in-depth materials. Materials will include extensive collections of:</p> <ul style="list-style-type: none"> • The most important literature or core works in the field, including retrospective resources • General monographs and reference works and selected specialized monographs and reference works • General periodicals and a representative collection of specialized periodicals and indexes/abstracts • Works of well-known authors and selections from the works of lesser-known authors in the respective area of law • Access to selected databases and electronic resources <p>The collection should be systematically reviewed for currency of information and for assurance that essential and important information is retained, including significant numbers of retrospective materials.</p>
4	Comprehensive	<p>Collections that contain the major published source materials required for doctoral study and independent research with comprehensive coverage of the following materials:</p> <ul style="list-style-type: none"> • General and specialized monographs and reference works • General and specialized periodicals • Works of both well-known and lesser-known authors • Access to a broad range of databases and relevant electronic resources <p>Older material is retained and systematically preserved to serve the needs of historical research.</p>

Appendix 3: Collecting Depth by Topic – United States Materials

Topic	Depth
Administrative Law	4
Alternative Dispute Resolution	4
Arbitration	4
Mediation	4
Negotiation	4
Antitrust	3
Arbitration	See Alternative Dispute Resolution
Banking Law	2
Bankruptcy	2
Business Associations	4
Corporations & Corporate Governance	4
Civil Procedure	4
Civil Rights	4
Gender, Sexuality & the Law	4
Race and the Law	4
Commercial Law	3
UCC	3
Consumer Protection	3
Constitutional Law	4
Contracts	4
Corporations & Corporate Governance	See Business Association
Corporate Compliance	3
Criminal Law & Procedure	4
Entrepreneurship	3
Environmental Law	2
Evidence	4

Topic	Depth
Family Law	4
Fashion Law	3
Gender, Sexuality, and the Law	See Civil Rights
Health Law & Policy	3
Human Rights	4
Immigration	3
Intellectual Property	4
Interdisciplinary Materials	1
International & Comparative Law	See Appendix 5
Jurisprudence and Legal Theory	4
Labor and Employment Law	3
Law Practice Technology	3
Legal Education & Pedagogy	
Legal Education	3
Pedagogy in Higher Education	2
Legal History	3
Legal Research	3
Legal Writing	3
Legislation	2
Litigation	3
Mediation	See Alternative Dispute Resolution
National Security	3
Negotiation	See Alternative Dispute Resolution
Nonprofit Organizations	2
Post-Conviction	2
Professional Responsibility & Legal Ethics	4
Race & the Law	See Civil Rights

Topic	Depth
Real Estate & Land Use	2
Real Property	3
Secured Transactions	3
Securities	3
Social Justice	3
Taxation	3
Technology and the LawN	4
Torts	3
Wills, Estates, & Trusts	3

Appendix 4: Collecting Depth – Foreign, Comparative, and International Materials

Collection Depth Indicators	Collection Depth Levels	Collection Depth Defined
1	Minimal Information	<p>Collections that support minimal inquiries about a subject and include a very limited collection of general resources (including monographs and reference works). Periodicals directly dealing with this topic and in-depth electronic information resources are not collected. Some limited, specific service needs may be addressed; some core works and/or basic authors may be acquired.</p> <p>The collection should be frequently and systematically reviewed for currency of information. Superseded editions and titles containing outdated information should be withdrawn. Classic or standard retrospective materials may be retained.</p>
2	General Information	<p>Collections that introduce and define a subject, and that indicate the varieties of information available elsewhere.</p> <p>They may contain general periodicals and a broader and more in-depth array of introductory monographs and reference tools such as:</p> <ul style="list-style-type: none"> • Basic explanatory works • Histories of the development of the topic • General works about the field and important persons in the field <p>The collection should be frequently and systematically reviewed for currency of information. Superseded editions and titles containing outdated information should be withdrawn. Classic or standard retrospective materials may be retained.</p>
3	Research or Instructional Support	<p>Collections that provide information about a subject in a systematic way. This level is less than “comprehensive” intensity.</p> <p>At this level, resources should be adequate for imparting and maintaining knowledge about the primary topics of a subject area. For more specialized subject areas, resources should</p>

Collection Depth Indicators	Collection Depth Levels	Collection Depth Defined
		<p>provide more comprehensive coverage of the specialized subjects with broader and more in-depth materials. Materials will include extensive collections of:</p> <ul style="list-style-type: none"> • The most important literature or core works in the field • General monographs and reference works and selected specialized monographs and reference works • General periodicals and a collection of specialized periodicals and indexes/abstracts where necessary to support research or instruction • Works of well-known authors and selections from the works of lesser-known authors in the respective area of law • Access to selected databases and electronic resources <p>The collection should be systematically reviewed for currency of information and for assurance that essential and important information is retained, including significant numbers of retrospective materials.</p>
4	Comprehensive	<p>Collections that contain the major published source materials required for doctoral study and independent research with comprehensive coverage of the following materials:</p> <ul style="list-style-type: none"> • General and specialized monographs and reference works • General and specialized periodicals • Works of both well- known and lesser-known authors • Access to a broad range of databases and relevant electronic resources <p>Older material is retained and systematically preserved to serve the needs of historical research.</p>

Appendix 5: Collecting Depth for Foreign, Comparative, and International Materials

Collecting Depth by Topic - Comparative Law

Topic	Depth
Alternative Dispute Resolution	2
Arbitration	2
Commercial Arbitration	4
Mediation	2
Negotiation	2
Constitutional Law	3
Corporate Governance	3
Human Rights	4
Insolvency	2
Intellectual Property	3
Labor	3
Tax	3
All other topics	1

Collecting Depth - International Organization

International Organization	Depth
European Union	3
International Labour Organization	3
World Intellectual Property Organization	3
United Nations	3
All other international organizations	1

Collecting Depth - Foreign Law by Country

Country	Depth
China	3
Ireland	2
Ghana	1
Hong Kong	3
S. Korea	1
United Kingdom (England, Northern Ireland, Scotland, and Wales)	4