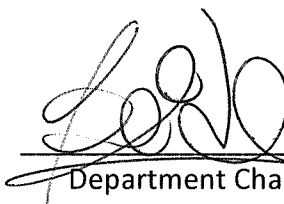


University of Waterloo Library


The accompanying Collection Development Policy statement is submitted by the Liaison Librarian for the Department of Spanish and Latin American Studies, and is approved by the undersigned.



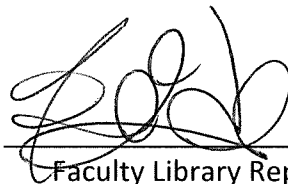
Associate University Librarian,
Information Resources & Services



Department Chair



Liaison Librarian



Faculty Library Representative

Date: April 2017

University of Waterloo Library

Collection Development Policy for the Department of Spanish and Latin American Studies.

Date Completed: April 2017

Persons Responsible for Collection

The decision to select library materials is the responsibility of the Liaison Librarian in consultation with the Faculty Library Representative.

Department Description and Purpose

Materials are collected to support the teaching and research needs of students and faculty in the Spanish and Latin American Studies for the B.A. level. Teaching and research focus on:

- Spanish language
- Spanish and Latin American cultural studies
- Spanish and Latin American literary studies (16th, 17th, 18th, 19th, 20th and 21st centuries)
- Translation studies

The program also supports an introductory language teaching of Portuguese.

Scope of Coverage

Languages in which materials are collected

Primarily Spanish and English. English language translations of primary works are collected selectively.

Geographical areas (content)

Spanish speaking countries: Spain, Central and South Americas, Spanish Caribbean

Chronological periods (content)

16th century to the present.

Dates of publication

Emphasis is on current publications. Retrospective acquisitions are made if required,

Types and Formats of Materials Collected

In general, the Library does not acquire materials in format for which access cannot be provided in the Library.

Types

Books
 Periodicals
 Reference works

Formats

Print
 Electronic

Materials collected selectively: reprints and facsimiles, textbooks

Materials excluded: manuscripts and unpublished materials, pamphlets

Subjects Collected

(For further explanation about collecting levels see Appendix 1)

LC Classification	Subject	Collection Level
F1408.3	Latin American culture	Instructional Support Level
DP63.5	Spanish culture	Instructional Support Level
PC4001-4977	Spanish language	Instructional Support Level
PC2120.C6	Business Spanish	Basic Information/Reference Level
PC3000	Portuguese language	Basic Information/Reference Level
PN1993.5.S7	Spanish film	Instructional Support Level
History of Spanish literature by period		
PQ6001-8929		
	Pre-17 th century	Instructional Support Level
	17 th century	Instructional Support Level
	18 th century	Instructional Support Level
	19 th century	Instructional Support Level
	20 th century	Instructional Support Level
	21 st century	Instructional Support Level
PQ7081-8560	Latin American literature	Instructional Support Level

All collections are systematically reviewed for currency of information and to ensure that essential and important resources are retained. Superseded editions and titles containing outdated information are withdrawn. Classic retrospective materials are retained and preserved to serve the needs of historical research.

Other Resources Available

The Library explores opportunities for collaborative purchases with the Ontario Council of University Libraries (OCUL) and the Canadian Research Knowledge Network (CRKN).

Other Collections

Materials acquired by other departments, especially English, French Studies, Germanic & Slavic Studies, History, Philosophy, Political Science, Psychology, Religious Studies, and Sociology continue to support the interdisciplinary aspects of Spanish and Latin American Studies subject areas.

Waterloo's Special Collections & Archives department houses a number of resources relevant to Spanish and Latin American Studies.

University of Waterloo Media Resources houses a collection of films relevant to Spanish and Latin American Studies searchable at <http://media.dymaxion.ca/htbin/wwform/082/wwk770>
The Language Laboratory in Modern Languages building provides current material for students enrolled in language courses.

Special co-operation with Wilfrid Laurier University and the University of Guelph

The library catalogue, which contains all library materials in the Tri-University Group (TUG), provides students and faculty with access to the library resources of the University of Guelph and Wilfrid Laurier University, as well as the University of Waterloo, with the exception of online resources restricted by institution.

Web Resources

A research guide, developed by the Liaison Librarian:
<http://www.lib.uwaterloo.ca/discipline/spanish/index.html>

The latest collection development policy (2017)
<https://uwaterloo.ca/library/about/policies-and-guidelines>

Appendix 1

Explanation of Levels of Collecting, adapted from RLG Guidelines

Levels of Collecting

Out of Scope

Materials to support research and curricula in this subject area are not covered in this Collection Policy Statement. Coverage of interdisciplinary subject areas and topics linked across departments can be identified with references to other Collection Policy Statements.

Basic Information/Reference Level

The collection serves to introduce and define the subject. Only the most important reference works, general surveys, the most significant works of major authors, and a limited selection of representative general periodicals are collected.

Instructional Support Level (Undergraduate)

The collection supports all courses of undergraduate study. Materials collected include a wide range of reference works, fundamental bibliographic tools, and an extensive collection of monographs and periodicals. Access to owned or remotely-accessed electronic resources, including texts, journals, data sets, etc. is provided.

Research Level

The collection includes major published source materials required for master's degree programmes, doctoral study and independent research in the subject. All formats, including appropriate foreign-language titles, are acquired. Historically important monographs, archival materials, and back-runs of serials are acquired as necessary.