Collection Development and Management Framework

Purpose

The Collection Development and Management Framework, sets out the principles and guidelines by which Te Mātāpuna Library & Learning Services selects, acquires and makes available information resources to meet the current and future needs of AUT staff and students. This includes the retention, preservation and deselection of resources. The collection is regarded as a single, integrated collection regardless of location or format.

AUT has a collective responsibility to enact Te Tiriti o Waitangi. Te Aronui, AUT Te Tiriti Framework is a confident response to our commitment to Te Tiriti o Waitangi and seeks to enable us all to give life to Tiriti honouring action. Institutional values of Pono, Tika and Aroha encourage tangata whenua and tangata Tiriti to work alongside each other to see a culture within AUT which is transformative for our students, staff, and wider communities. As such, Te Mātāpuna Library and Learning Services are kaitiaki (caretakers) of collections and knowledges who build, care for and share knowledge in partnership with our AUT community.

Budget

The Information Resources Budget is determined as part of the University's annual budget process. The allocated budget is managed by Te Mātāpuna and priority is given to maintaining ongoing subscriptions, the acquisition of recommended course readings and current resources to support research, teaching and learning needs.

In some circumstances it may be necessary to cancel existing subscriptions. These circumstances may include:
- A substantial increase in subscription costs
- Budget constraints
- Changing needs of teaching and research staff in the University
- Low usage statistics
- Stakeholder consultation

Selection

Te Mātāpuna staff have primary responsibility for selecting resources to meet the research and scholarly information needs of the University in collaboration and partnership with academic staff. Suggestions for purchase may be submitted by [staff](#) and [students](#).

A Library Impact Statement is required for any proposed new programmes. The statement is developed jointly by Te Mātāpuna staff and the Programme Leader and requires authorisation by the University Librarian, Faculty Dean and Deputy Vice-Chancellor, Academic.

Selection criteria
The following criteria are considered when selecting resources for purchase:
- Relevance to teaching, learning and research programmes at the university
- Quality, currency and accessibility of content
- Development of the breadth, depth and balance of the collection
- New Zealand content
- Appropriate level for university courses
- Cost
- Language

Additional criteria for electronic resources include:
- Licensing obligations
- Access methods including authentication issues
- Platform functionality
- Reliability and stability of access
- Availability of usage statistics
- Equity of access to all members

Exclusions
- Teaching and learning resources such as Sage Campus
- Research Solutions such as Dimensions
- Auxiliary tools such as AI assistants, unless such costs are standard within subscriptions

Resource Types
Priority is given to content rather than format, but the electronic format is preferred where it is available. Resources are normally purchased in one format only and duplication is discouraged unless it is required for multiple courses or different campuses.

Books
Preference is given to the electronic version via Patron Driven Acquisition (PDA) or one-off orders where not available via PDA. E-book packages may be purchased if alternative options are not available. Print books will only be purchased where an e-book is not available, or a particular reason is specified.

Course Resources (Reading Lists)
One online or print copy of course texts and recommended readings will normally be purchased. Preference is given to online multi-user versions where available. Additional copies of print titles may be purchased, up to a maximum of 5, where demand is high.

Journals
Most journals are now available electronically and print subscriptions are only maintained for essential journals that are not available electronically. Requests for new subscriptions are carefully considered due to ongoing costs.

Video
Streamed videos are acquired where available. Off-air recordings are not routinely collected.

Open Access
Te Mātāpuna supports the University's commitment to Open Access through enactment of the [Open Scholarship Policy](). Open access resources, including books, journals, open education resources (OERs) and Tuwhera resources are searchable via [Te Mātāpuna website.]()

Read and Publish agreements with several publishers of hybrid and fully open access journals enable corresponding authors from AUT to publish open access on acceptance free of any Article Processing Charges (APCs)

Tuwhera Open Research Platform
[Tuwhera]() is AUT's home for open research and hosts journals, monographs, conference proceedings, research outputs, theses and dissertations.

Te Mātāpuna Special Collections
The Te Mātāpuna Special Collections is a repository for university-related information, resources and artefacts relating to the history of the institution.

Gifts and Donations
Donations of print resources are seldom accepted as the collection focus is predominantly on online resources and only items that enhance the collection will be accepted. Any accepted donations become the property of Te Mātāpuna and unwanted items will be returned or disposed of.

Deselection
Deselection is an essential element of collection management, in all libraries, to ensure that the resources remain relevant to users' needs and that best use is made of available space. Items may be relegated to storage or permanently withdrawn and disposed of. Items which may be of use to other organisations will be offered on free disposal. Deselection generally applies to print resources, but similar criteria apply to digital resources.

Final responsibility for decisions on items for deselection rests with the University Librarian with delegated authority to the Director, Collections and Engagement.

Resources that are deselected from the collections will meet one or more of the following criteria:

- Relevance to learning, teaching, research needs
- Low use
- Duplicate copy
- Poor physical condition

- Superseded texts
- Available online

Intellectual Freedom

The selection and purchase of resources is governed by professional consideration in accordance with the [AUT Charter of Academic Freedom](#) and the LIANZA (Library & Information Association of New Zealand Aotearoa) [Statement on Freedom of Information 2020](#) which states that:

- "A commitment to intellectual freedom is a core responsibility for the library and information profession
- Libraries should be a vital force for intellectual freedom in their communities
- Libraries should be a dynamic part of community life, throwing a spotlight on topical issues to stimulate learning and the exchange of information
- Libraries and library staff should adhere to the principles of intellectual freedom; uninhibited access to information; freedom of expression; and the protection of their users' privacy"

Controversial resources may be purchased provided they are of an appropriate scholarship level and there is a genuine academic need.

Kaitiakitanga of Māori Data (Custodianship)

In accordance with Te Aronui, AUT's Tiriti Framework, and Te Tiriti o Waitangi, Te Mātāpuna recognises the importance of partnership with Tangata Whenua, and acknowledges that for Māori, data is seen as a taonga (cherished treasure). Article 2 of Te Tiriti o Waitangi guarantees Māori the retainment of rangatiratanga (chiefly authority & self-determination) over lands, forestry, fisheries and taonga. Taonga present a tangible link with tūpuna (ancestors), as every taonga, including data, is imbued with mauri, the living spirit of the group of people who created it.

In acknowledgement of the above and the application of our institutional values, regardless of who holds legal ownership, Te Mātāpuna will endeavour to ensure the indigenous rights of Māori are maintained. Through consideration and consultation, the protection, storage, dissemination, management and monitoring of access to Māori data such as intellectual and cultural property is maintained.