# Tallahassee State College Libraries

# Collection Development Guidelines

Revised Spring 2026

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# I.     Introduction

## A.     Purpose and Goals

The primary collection development goal of the Tallahassee State College Libraries is to provide and maintain collections in a variety of formats that support the curriculum and instructional programs of the College.  A secondary priority is to provide resources that support and enrich personal and professional growth and promote the development of an engaged and informed citizenry. These guidelines outline the standards and guidelines for the selection and maintenance of the Libraries' collection, serves as a consistent framework for those responsible for collection development and communicates library guidelines to students, faculty, staff and the community.

## B.     Overview of the College and the Community

### 1.     College Mission Statement

The mission of the College is to provide a learning environment that prepares students for success in a global economy by offering higher education pathways, workforce opportunities, and civic engagement experiences.

### 2.     Tallahassee Community Profile

Tallahassee is the center of the 8 county "Big Bend" area of the Florida Panhandle, 20 miles north of the Gulf of Mexico and 14 miles south of the Georgia line.  Tallahassee is the county seat of Leon County and the capital and governmental center of the State of Florida.  For most of the year, the area is home to 60,000 college students who come from across the county and around the globe to attend Florida State University, Florida A & M University and Tallahassee State College, thus making Tallahassee a dynamic melting pot of cultures and ideas.

### 3.     Tallahassee State College Profile

Tallahassee State College (TSC) is a commuter institution opened in 1966 in Tallahassee, Florida to serve the post-secondary education needs of students from a district comprised of Gadsden, Leon, and Wakulla counties. Although many students still come from the district, the college enrolls students from throughout Florida, from most states, and many foreign countries. TSC has grown from an enrollment of 698 students in Fall 1966 to 11,800 in Fall 2023, 58% of which are from racial and ethnic minority groups, 25% of which are Hispanic.

Tallahassee State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCC) to award the Associate degree; 71% of students are enrolled in the Associate of Arts (university transfer) program, 12% are Non-degree seeking and 10% are enrolled in an Associate in

Science program. In addition, TSC offers a wide range of certificate programs and courses for those who have specific training needs or who wish to pursue a special interest. TSC also offers four bachelor's degrees: Nursing, Elementary Education, Exceptional Student Education, and Business Administration.

Tallahassee State College works closely with two state universities, Florida State and Florida A&M University, and numerous area businesses and organizations to meet both the academic and local workforce needs of its constituents.

## C. Tallahassee State College Libraries Profile

### 1. Library Mission Statement

In support of the mission of Tallahassee State College, the Libraries serve as a hub in providing academic and social spaces that promotes educational, cultural, technological and lifelong learning opportunities for students, faculty, staff and members of the community.  By facilitating access to services and resources that support current and emerging trends in higher education, the Libraries are responsive to the needs of the College's learning community and supports student success, retention, and innovation at the college.

### 2. Description of the Libraries

The TCSC Libraries have two locations. The main Tallahassee State College Library is located on the main campus at 444 Appleyard Drive and holds the majority of the Libraries' collection. The Ghazvini Library is located in the Ghazvini Center for Healthcare Education at 1528 Surgeons Drive and contains a smaller collection designed to serve the educational needs of the healthcare programs housed in that building. All TSC students, faculty, and staff can use library resources and services at either location.

#### a. The Tallahassee State College Library

The Tallahassee State College Library, alongside the William D. Law, Jr. Learning Commons, provides state-of-the-art resources and services that support the academic mission of the College and the personal enrichment of TSC students, faculty, and staff. The library collection includes books in both print and digital formats, local, regional and national newspapers, magazines, trade publications and scholarly journals, and videos. In addition, access is provided electronically to a varied and extensive suite of research databases, e-books and e-videos. The Library also houses two special collections. The first is the TSC Riley Museum Archive, a noteworthy special collection of items on local African American history from the Civil War to the Civil Rights eras (1860-1960). The second collection is the Tallahassee Democrat Photo Archive collection which is comprised of 31,000 photos and 2 file cabinets of microfilm from 1905 to the present.

b. **The Ghazvini Library**

Materials selected for the Ghazvini Library are chosen for their relevance to the curricular and professional needs of the healthcare programs housed at the Ghazvini Center. This includes titles on healthcare education for the faculty, study guides for professional examinations, and other titles relating to healthcare careers. General titles on health and medicine topics will also be considered for addition. Titles will be discarded after five years, with some exceptions. Items with historical content, those older than five years but with the most current information on a subject, those that faculty request the library to keep, and up to two past editions of currently required textbooks may be kept longer. All items mirror the regular circulation policies at the main campus. Circulating items may be loaned to any TSC faculty, staff or student and is eligible to be loaned through reciprocal borrowing or interlibrary loan. Items may be checked out at the Ghazvini campus or requested via the online catalog.

c. **TSC Libraries e-Resources**

The online library catalog and other electronic resources are accessible from both on and off campus to current students, faculty, and staff through the TSC Library Website. These resources include databases, peer-reviewed journals, magazine articles, newspaper articles, streaming videos, and e-books.

3. **Library Clientele**

The primary clientele of the Library is the students, faculty, and staff of the college. The college community is diverse in terms of age, gender, race, and ethnicity. Though most students fall in the 21 and under group, there is also a broad age range from dual-enrolled high school students to senior citizens.

Our clientele also includes the students, faculty and staff of our on-campus University partners as well as current students, faculty and staff of any Florida public college or university who are eligible to use selected resources through our statewide reciprocal borrowing agreement.

As a state college, our clientele also includes members of the local community who can visit our library and browse our physical collection. Community users do not have access to our electronic resources, nor can they check out library materials. They can, however, request to borrow items from our book collection through their own library's interlibrary loan service.

4. **Intellectual Property/Copyright Compliance**

Tallahassee State College adheres to all applicable intellectual property laws, including but not limited to federal copyright law. The Library supports the application of the 1976 Copyright Act, the Digital Millennium Copyright Act of 1998, and the TEACH Act of 2002 in the provision of all services and promotes copyright compliance among its staff and users.

5. **Intellectual Freedom & Challenged Materials**
   The Library recognizes that the free access to ideas and full freedom of expression are fundamental to the educational process. To this end, the library subscribes to and complies with the American Library Association's *Library Bill of Rights*, *Freedom to Read Statement*, *AFVA Freedom to View Statement*, *Intellectual Freedom Principles for Academic Libraries*, *Access to Digital Resources and Services*, and *Policy on Confidentiality of Library Records*.

   The library's collections will try to provide a wide-range of viewpoints.

   The TSC Library requests that patrons with a formal complaint or request for the removal of library materials from the collection fill out a Request for Reconsideration Form which can be obtained from the Director of Library Services. Upon completion of the form, the Director of Library Services will acknowledge receipt of the form and will notify the Associate Vice President of Academic Affairs or their designee.

   Requests will be reviewed only if they originate from someone affiliated with TSC (a student, faculty, or staff member), or a public patron with proof of residence in our service area of Leon, Gadsden, and Wakulla Counties.

   During the point of review, the challenged resources will remain in the collection and access unrestricted until a final decision has been made. The Director of Library Services will follow up with the patron to collect pertinent details (i.e. – their name, proof of TSC affiliation or local residence, title of book, and reason for the challenge). Details (with the exception of residence and affiliation information) will be internally documented

   A committee made of Librarians will review the request. Once a decision is made, the Director of Library Services and Dean of Library & Learning Commons will notify the Chief Academic Officer (CAO) of Academic Affairs or their designee who will consider the decision. A final decision will be decided between the Dean and CAO or their designee and the person who requested the material to be removed will be contacted on the final decision. If the decision is to remove the item, the item will be withdrawn from the collection. The final decision and justification will be documented for internal assessment and guidelines review.

## II. Library Collections

### A. Responsibility Statement

The Director of Library Services has the final responsibility for the development and maintenance of all library collections. Academic Division Deans, College Program Chairs and College Faculty are all encouraged to participate in the selection process.

#### 1. Librarian Role

Each Librarian acts as a liaison between the library and the academic divisions and/or campus program centers, and, in that role, both coordinates and shares the responsibility for the selection of materials. Liaisons:

- ➢ Monitor the review literature in the liaison subject areas for possible purchases
- ➢ Distribute reviews, product descriptions, publisher announcements and information on the website and online research guides to the liaison's faculty
- ➢ Meet with the faculty – both individually and at division meetings – to solicit collection suggestions and to remain apprised of curriculum changes and developments; when feasible a librarian also serves on the college Curriculum & Innovation Committee and is, therefore, involved when new courses and programs are adopted requiring library materials
- ➢ Work with liaison area faculty to evaluate subject area resources
- ➢ Work with liaison area faculty during de-selection of subject area resources

#### 2. Request for New Materials

The Library welcomes requests for new materials from students and college staff as well as faculty. A New Materials Request Form is available for submission from the Library website. Faculty may also submit purchase requests to liaison librarians directly, preferably through email. Purchases are dependent upon budget availability and adherence to the TSC Library Collection Development Guidelines .

#### 3. Demand Driven Acquisition (DDA)

The Library employs and assesses EBSCOhost's Collection Manager (ECM) e-book package. This and/or other PDA models may remain as part of the Library's collection development strategy to identify and purchase items in response to patron requests at point of need.

### B. Budget Allocation

The Library has ultimate responsibility for its materials budget. It does not assign allocations to subject areas or academic divisions/departments or campus centers. Therefore, as needs and demands shift, the Library is able to target the budgeted funds in the most efficient manner.

## III. Resource Sharing/Consortia

Since the Library cannot collect all the material relevant to its users, cooperating with other libraries and groups to provide access to a greater range of resources is vital. The TSC Library participates in a number of consortia arrangements that allow greater purchasing power and access to resources than the Library can alone provide. These include agreements with the Florida College System and State University System Libraries, Florida Virtual Campus (FLVC), OCLC resource sharing groups, Libraries Very Interested in Sharing (LVIS), and The Panhandle Library Access Network (PLAN).

### A. Florida College System Libraries

A reciprocal borrowing agreement exists among the 40 public colleges and universities in the Florida College System and State University System Libraries. TSC students may request needed materials from any of the other libraries by selecting the Statewide Catalog button on the online catalog's advanced search page and using the "UBorrow Request" function in the item record or check them out in person at any FCS or SUS library.

### B. Interlibrary Loan

Interlibrary loan is a service whereby materials from one library are made available to another library for use by their patrons. In addition to the reciprocal borrowing agreement outlined above, the TSC Library participates in a broader based interlibrary system. Materials not available at the TSC Library or through other libraries in the Florida College System may be requested from other libraries through the interlibrary loan service. A link to the interlibrary loan form is available on the TSC Library website. Students may also rapid interlibrary loan electronic articles in the catalog through the UBorrow Request button.

### C. Florida Virtual Campus (FLVC)

The TSC Library, along with other libraries in the Florida College System and State University System, enjoys access to a number of e-resources funded by the Florida Legislature and administered through the FLVC. Selection of these resources is the responsibility of the Member's Council on Library Services which includes representatives from all member institutions. In addition, FLVC represents the FCS and SUS libraries in brokering consortia pricing on e-resources.

## IV. Selection Philosophy and Criteria

Priority is given to acquiring materials written or produced on a level that supports the curriculum and programs of the college and contributes to our role as a learner-centered library. For faculty and other members of the college community whose scholarly or research needs are beyond the scope of the collection, the library will help to identify, locate and borrow such materials through interlibrary loan.

## A. General Selection Criteria

- ➢ Relevance to the curriculum and instructional programs of the college
- ➢ Relevance to instructional needs of the faculty
- ➢ Contribution to breadth or depth of the existing collection
- ➢ Faculty recommendation
- ➢ Favorable reviews by experts in the field or other respected authorities
- ➢ Timeliness and permanence of material
- ➢ Authoritativeness and accuracy of material
- ➢ Reputation of author, director, publisher, producer
- ➢ Program accreditation requirements
- ➢ Cost relative to budget and other available material
- ➢ Demand as indicated by requests from campus constituencies including interlibrary loan requests
- ➢ Physical and technical quality

## B. Additional Criteria for Specific Types of Resources

### 1. Books

Hardbound editions are purchased when material is considered to have long-term value or is expected to have heavy use. Paperback editions are purchased if hardbound is unavailable or of a disproportionately high price, or if the subject matter is of a time-limited nature. Paperback editions may be pre-bound by the vendor or reinforced in-house when received to prolong usable life of the title.

### 2. Serials/Periodicals

- ➢ Relevance to the curriculum
- ➢ Core publication in a discipline taught at the college and not available electronically
- ➢ Recommended by faculty
- ➢ Cost
- ➢ Scope
- ➢ Audience level
- ➢ Coverage of a unique subject area
- ➢ Indexed in available resources

### 3. Audiovisuals

- ➢ Format
- ➢ Faculty recommendation
- ➢ Technical quality
- ➢ Cost effectiveness
- ➢ Copyright/licensing
- ➢ Compatibility with available equipment

➢ Closed captioning

4. **Electronic Resources**

Electronic resources are those that require computer access and include individual electronic books, periodicals and audiovisual items as well as online subscription databases which may contain one or more material types. Electronic resources should be selected following the general selection criteria of the overall collection development guidelines as well as be aligned with the eResources selection guidelines of FLVC. Content is the primary consideration for purchase but criteria unique to eResources should also be taken in account. Not all resources may meet all of these criteria but preference is given to those that meet the majority criteria listed here:

➢ Cost
  • in line with projected use
  • one-time purchase with annual fees or a subscription
  • possibility of consortia or group purchase
➢ Technical Considerations
  • reputable and reliable vendors
  • demonstration or trial period offered prior to purchase
  • efficient and timely technical support
  • availability of usage statistics
  • ability to be authenticated via FLVC's platform
  • compatibility across different platforms (PC, Mac, etc.) and browsers
  • compatibility with course management software
  • mobile compatibility and applications
  • full-text availability in PDF and/or HTML
  • printing, downloading and e-mail capabilities
➢ Interface
  • intuitive with clear layout and design
  • user-friendly with user prompts and menus, help screens and/or tutorials
  • in compliance with Americans with Disabilities Act regulations
➢ Acceptable License terms
  • Access is authorized for all persons affiliated with the college including students and staff, regardless of physical location. Remote access is allowed.
  • Non-affiliated libraries may log in to help authorized users via virtual reference (Ask a Librarian)

**Demand Driven Acquisition (DDA)**

TSC Library engages in demand-driven acquisition for electronic titles, when available by the vendor, and when titles are not deemed essential, in an effort for more fiscally responsible spending. This allows titles to be purchased only at the point of interest by the patron. When the title is requested by the patron, instant access is provided, and

the library is billed. The library regularly weeds the DDA list when patrons do not engage with titles after 5 years and to keep the potentially triggered titles within budget.

## V.     Formats/Types of Resources

### A.     Books

Books may be acquired in print or digital format. The emphasis is on new or current titles and the latest available edition.  Retrospective titles appropriate to the subject area may be acquired when need is demonstrated.  eBooks are increasingly selected when available to allow for multiple users of a title and to serve the needs of the growing online student population.

### B.     Serials/Periodicals

Periodicals are acquired by subscription in both print and electronically accessible formats.  Electronic subscriptions are pursued when authentication is possible via FLVC's platform and access is available to the whole TSC community. As with other resources, periodicals are selected to provide access to information and research material in support of the college curriculum. In addition, select periodicals provide general interest and recreational reading for the college community. Periodical subscriptions are evaluated and renewed on an annual basis; when possible, faculty input is sought regarding title additions or deletions.

Newspapers, a type of periodical, are acquired on a highly selective basis.  Emphasis is placed on local and regional newspapers, then a few major U. S. newspapers. International newspapers are not acquired.  A small back file of the newspapers is held; greater emphasis is placed on electronic access to newspapers through our online, subscription databases.

### C.     Microforms

Microform collections are no longer acquired. Microform collections have been withdrawn, with the exception of the Tallahassee Democrat Photo Archive collection microfilm. A microform machine was gifted from the Tallahassee Democrat for microfilm viewing.

### D.     Audiovisuals

Audiovisual materials are purchased to support the curricular needs of the college and are acquired in both physical form and electronically in streaming format.   Emphasis is placed on titles that will be used by faculty for instruction or in support of instruction. As funds allow, popular and general interest items may also be acquired. VHS have been weeded from the collection. The library has some DVDs, Blu Rays, and Audiobooks, and regularly evaluates the collection as streaming titles gain more popularity.

### E.     Online Databases

Consideration is given to the availability and accessibility of databases in the Florida Virtual College System, as well as the same cost and technical considerations listed in section IV-B-4 (Selection Philosophy and Criteria – Electronic Resources).

# VI. Special Considerations

## A. Reference

The Reference collection is a non-circulating collection of general and specialized sources which provide quick access to factual information. Subject specific encyclopedias, dictionaries, statistical compendia, almanacs, chronologies, etc. are purchased as funds allow. The Library is acquiring more and more reference material in electronic format to accommodate remote access. Greater emphasis will increasingly be placed on circulating materials to accommodate user preference.

## B. Standing Orders

Standing orders may be placed for annual publications such as almanacs, yearbooks and series needed in the collection.

## C. Reserve Materials

The Library holds a small collection of material placed on Reserve by the TSC Faculty; textbooks for this collection are mostly provided by faculty/departmental donations. The exception for this is textbooks for healthcare programs. See below in section D.

## D. Textbooks

The Library does not purchase print textbooks adopted for classroom use for the collection. Other print textbooks are not acquired routinely but may be purchased if the uniqueness of the content or exceptional quality of the work justifies a purchase. When available, the Library may work with faculty to provide unlimited access e-textbooks that students can access through the Library with their TSC credentials. The Library also provides an Open Educational Resources (OER) research guide and assists faculty with locating OER that can supplement or replace traditional textbooks.

Print textbooks are routinely purchased for the healthcare programs. These books are kept at the Ghazvini Library, with the exception of the dental hygiene and assisting textbooks, which are kept at the main campus TSC Library. See Healthcare Programs Textbook Addendum.

## E. Test Preparation Materials

Test preparation books for standardized tests such as the ACT, GED, SAT, TOEFL, ASVAB and NCLEX will be purchased on a limited basis in either print or electronic format. The library attempts to acquire guides that are appropriate for the students and the

curriculum.  Access to test prep materials may also be provided through online databases as funds allow. Examples include *PrepStep* and *Testing & Education Resource Center*.

Recent print editions of these guides may be placed in the Reserve collection at the appropriate campus library.

### F.       Foreign Language Materials

Only those foreign language materials which support the college's foreign language programs will be purchased for the collection.

### G.       Government Publications

The Library is not a local, state or federal depository for government publications. Government publications are selected according to the same criteria as other materials and placed in an appropriate location in the collection.

### H.       Duplicate or Multiple Copies

Multiple copies of heavily used materials may be acquired when needed.  When the library acquires a new edition of a previously held title, the older edition is usually withdrawn though it may be retained if it contains material deemed important to the collection and not included in the revision.

### I.       Gifts

Acquisition of gift material is subject to the same criteria for addition to the collection as purchased materials.  The Library reserves the right to accept or reject gifts with or without restricting conditions and the right to dispose of unwanted items by sale, donation, or discard as appropriate. A letter to the donor acknowledging receipt of the gift can be provided upon request; no appraisal or valuation of the material can be provided.

## VII.   Special Collections

### A.       Children's Collection

The Children's Collection exists as a legacy collection that supports children's literature. This collection also exists to support the Bachelors of Elementary Education program. These titles also add value to patrons with children and are utilized by student parents to engage their children as they study. In addition, a small collection of children's board books donated by the community are utilized in the award-winning TSC Library family study room. Award winning titles for Children's and Young Adult literature may be purchased as funds allow for the Children's Collection. Acceptable awards include:

- Caldecott Medal
- Carter G Woodson Award
- Coretta Scott King Award
- Green Earth Book Award

- Jane Addams Children's Book Awards
- Newbery Medal
- Orbus Pictus Award
- Batchelder Award
- Belpre Award
- Geisel Award
- Sibert Award

See [American Library Association for award descriptions](#)

B. **Career Collection**

The Career Collection consists of materials relating to careers, colleges, scholarships, the job search process and related topics.

C. **Florida Collection**

Materials in the Florida collection support research on Florida history. Also given emphasis are materials relating to the city of Tallahassee, Leon, Wakulla, and Gadsden counties and the Big Bend and Panhandle districts of north Florida. Fiction books either about Florida or written by a Florida author will not be placed in the Florida collection. Magazines on Florida will be housed in the Periodical collection.

D. **Leisure/Recreational Material Collection**

To meet the recreational and leisure needs of the college community, the library subscribes to a service titled McNaughton which provides popular fiction, non-fiction and best-sellers at low rentable prices. This improves fiscal spending while increasing access to more leisure content to our patrons. The leisure collection is a separate, rotating collection. If Items are heavily used and meet collection guidelines, leisure titles may be added to the permanent collection. Participation in this plan is dependent on the overall funding for materials and priority is given to materials needed to support the curriculum.

E. **Professional Collection**

The Professional Collection is designed to support the professional development of TSC faculty and administrators in the areas of teaching pedagogy and higher education leadership. The emphasis of the collection is on research in educational practice and theory relevant to teaching at the community college level. The collection is available to all TSC faculty, staff, and students and is eligible to be loaned through reciprocal borrowing or interlibrary loan.

F. **Applied Arts, Sciences, & Technology Collection**

The AAST collection supports both academic programs and practical skill development. It supports Tallahassee State College's growing curricular needs in STEAM areas (Science, Technology, Arts, and Math) and the Applied Sciences degrees. It focuses on computer science, design, emerging technologies and practice, industrial technologies, and applied research.  It is designed with materials to support the 21st century technologies in the Innovation Hub, hands-on projects and learning, and to help patrons gain an understanding of makerspace technology and philosophy.

# VIII. Collection Maintenance

Collection maintenance includes de-selection, replacement and preservation of library materials.  Librarians consult with their liaison academic divisions and subject area faculty in the collection maintenance process.

## A. De-selection

De-selection of library materials – the process of removing items from the collection – is essential for the maintenance of a current, academically useful and curriculum-responsive college collection.  This process allows for the ongoing evaluation of books and other library materials and ensures that obsolete and under-utilized materials are removed from the collection.

### 1. General De-selection Criteria

➢ Availability of updated materials:  superseded editions not containing unique information, data, or providing a historical reference not available in the new edition
➢ Usage:  materials not circulated within a reasonable time period (5-10 years) based on subject and scope of the work, except for items considered "classics" in the field, a title in a standard list or if the author has a reputation for being an authority on the topic
➢ Accreditation:  materials which no longer meet accreditation requirements (e.g. Nursing requires 5 years and older to be withdrawn)
➢ Curriculum/Programs:  materials no longer relevant to the curriculum and programs of the college or level of treatment of the subject not appropriate for the college constituency
➢ Obsolescence:  materials contain outdated or inaccurate information or the media format is obsolete
➢ Physical condition:  materials worn or damaged beyond repair

### 2. Additional Serials De-selection Criteria

➢ Title ceased publication
➢ Subscription cost increase
➢ Incomplete and short runs may be withdrawn especially if the title is no longer received and/or no longer needed to support the curriculum
➢ Titles that contain information that is not useful long-term.

- ➢ Titles currently available in other formats especially full text through licensed commercial, fee-based resources and databases

    **3.    Electronic Resources De-selection Criteria**
- ➢ The resource no longer supports the curriculum and research needs of the TSC community
- ➢ The resource duplicates or significantly overlaps material in another more comprehensive resource
- ➢ The information is available in a superior or more suitable resource
- ➢ The resource is no longer available or maintained
- ➢ The information is outdated/ obsolete (or older than 5 years for the healthcare programs)
- ➢ Usage statistics indicate a low level of interest
- ➢ Usage: materials have not been triggered for purchase (clicked by a patron) after 5 years (for patron driven purchases)
- ➢ Usage does not justify the cost
- ➢ Budget reductions require cancellation of products

## B.    Replacements

Materials that are missing, lost or withdrawn are not automatically replaced.  Potential replacements are evaluated and the replacement decision is made according to these criteria:

- ➢ Item still meets the Library's selection criteria
- ➢ Item is still in print and available at reasonable cost
- ➢ Usage statistics justify replacement
- ➢ Item is important to the collection – e.g., a "classic" title, a  key author in the subject area and/or on a class reading list

Consideration should be given to replacing titles, particularly reference titles, with electronic resources to allow for the greatest accessibility by the greatest number of users both on and off campus.

## C.    Preservation

Preservation is the activity to prevent or retard deterioration of library materials, to improve their condition or, as necessary, to change their format in order to preserve the intellectual content.

- ➢ Book repair is provided for damaged materials when the item is determined to still be relevant to the collection
- ➢ Binding is used to preserve periodicals and other materials as needed

# IX.    Guidelines Revision

These guidelines will be reviewed periodically and revised as needed to reflect changes in the curriculum and programs of the college, the needs of the library's user community and relevant information technology advances.