Iowa State University Library  
Collection Development Policy  
Educational Leadership and Policy Studies

I General Purpose

This collection development policy is designed to provide guidance for the planning and selection of library resources in support of the Educational Leadership and Policy Studies Department’s instruction and research programs. It is also intended to be a resource document for students, faculty, and others to consult in order to determine the existing strengths of the collection, current levels of collection activity and future goals of the collection.


II History

The Educational Leadership and Policy Studies Department has its roots in the Department of Vocational Education which was split off from the Department of Agricultural Education in 1919. In 1924, the departments were combined again into the Division of Vocational Education where all of the graduate programs in education were located. Doctoral work began in the late 1930’s and the first Ph.D. was awarded in 1941. Fewer than eight doctoral degrees were awarded per year in education until 1965. The College of Education was established in 1968. It consisted of four “administrative units” including Professional Studies in Education, until 1973 when they became departments. The name of the department was changed from Professional Studies in Education to Educational Leadership and Policy Studies with the 1999-2001 ISU Catalog. A long-time faculty member, Dr. Ray Bryan, was the department’s first chair, serving until his retirement in 1975.

III Iowa State University Program

The Educational Leadership and Policy Department offers a wide variety of programs leading to
graduate degrees and licenses. The Counselor Education program provides course work and research leading to the master of science or the master of education degree with emphasis on either elementary school counseling or secondary school counseling. The Educational Administration program prepares professional educational administrators in K-12 school districts, typically as principals and vice-principals, as well as academic scholars of educational leadership and management. Graduates of the Certificate of Advanced Studies program are prepared to be superintendents of school districts. The Higher Education program provides graduate instruction in community college education, student affairs practice, institutional research, post-secondary curriculum, and higher education administration. Students enrolled in the Historical, Philosophical, and Comparative Studies in Education program develop the ability to analyze educational problems and issues, evaluate policies that affect education, and make connections between educational practice and learning. The Organizational Learning and Human Resource Development program focuses on organizational learning, performance and change. Classes are offered at the Des Moines Area Community Campus - Ankeny campus, hence students in this program may be obtaining library resources via Inter Library Loan rather than from the ISU Library directly. The Research and Evaluation program offers students training in personnel and program evaluation as well as educational research emphasizing statistics and computer applications.

IV Subject Boundaries

In general, textbooks and collections of reprints of previously published articles are not collected unless they are requested for Reserve or they prevent a unique perspective not available from any other source. Festschriften are not acquired.

V General Collection Guidelines

1. **Linguistic**
   Resources are generally collected in English, however, important works in other languages may be acquired.

2. **Geographical Area**
   Materials may be collected which cover all geographical areas, however the emphasis is on the United States.

3. **Types of Materials Collected**
   Monographs and journal literature are the primary formats collect in support of the curricula, however, technical reports, documents, dissertations, indexes and abstracts and databases are also collected as appropriate.
4. **Format of Materials Collected**

Most any formats are collected, as appropriate, with the exception of microcards, filmstrips, and eight-track films.

**VI Specific Collection Guidelines**

Resources collected in support of the department’s instruction and research are primarily research oriented. In addition, the library also collects reference resources which provide information about programs of study at other educational institutions (college handbooks).

**VII Detailed Subject Areas**

See Sections I, III, and IV above. Also, the following subjects are collected in depth: leadership, problem analysis; organizational oversight; curriculum design; instructional delivery; resource allocation; staff development; human relationships; interpersonal influences and communications; knowledge of child and adolescent development; the educational environment; law and ethics; management of systems, personnel and finances; community relationships; organization and administration of post-secondary institutions; how college students learn; program development; college student advising; ethical issues in colleges and universities; and research skills and data analysis.

**VIII Other Resources Available**

Students and faculty have access to a wide range of resources outside the ISU Library’s collections. Paramount are the resources available through Inter Library Loan and from such agencies as the Center for Research Libraries. In addition, the library subscribes to a number of indexes and abstracts in both electronic and paper format, as well as full text databases such as ABI/Inform, Business and Company ASAP, Dissertation Abstracts, Education Abstracts, ERIC, Expanded Academic ASAP, GPO Access, Lexis-Nexis Academic Universe, MARCIVE, PsychINFO (PsychLIT/Psychological Abstracts), Social Science Citation Index, Sociological Abstracts, JSTOR, and Project MUSE.

**IX Cross-references to Collection Policies**

Collection policies in the areas of business, sociology, and psychology may be useful.
X Creation Date

September 2000
Jan Fryer

XI Revision History

XII LC Classes

Works in Library of Congress class L are most commonly collected.

XIII Bibliographer name

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