

## Policy for Faculty Authors Collection

### **Purpose of Collection**

The Faculty Authors Collection is a repository of monographs, preferably signed, and published by the faculty of Laurentian University during their career here, and on to their retirement.

### **Policy Guidelines**

1. The Library will accept copies of books published by faculty<sup>1</sup> (donated if possible) whilst employed at Laurentian university and its federated colleges. If donated, the collection will include books published by Laurentian faculty before their appointment here; it will not include books published after their departure except for those who have retired from the university and remain active as scholars.
2. Scholarly, peer-reviewed reports, made available by faculty will also be included.
3. Books / Conference proceedings in which a faculty member has written a chapter will be accepted although not actively solicited. When the item is catalogued, the faculty member's name will be traced.
4. Faculty theses **will not** be incorporated into the collection.
5. Off-prints of articles or of chapters of books published by faculty will not be accepted into the collection
6. If a faculty publication could be used heavily, then two copies will be acquired, one for the collection, the second for circulation.
7. All donations to the collection will be processed in a timely manner, normally within ten working days.

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<sup>1</sup> Laurentian University Press is not a publisher.