



E-Read Texas

Collection Development Policy

November 7, 2023

Approved by the Texas State Library and Archives Commission on November 3, 2023

Texas State Library and Archives Commission
1201 Brazos St.
Austin, TX 78701

I. Introduction and Collection Scope

The Texas State Library and Archives Commission (TSLAC) promotes and encourages literacy through the E-Read Texas Program. This program brings electronic books and audiobooks to adult Texans served by small community libraries in all parts of the state. The E-Read Texas collection is primarily designed to meet the needs of adult readers of fiction and popular non-fiction e-books and audiobooks. Additional reference and non-fiction e-books are available through the TexShare and TexQuest e-resource programs. The purpose of this collection development policy is to provide guidelines for the selection of materials for the E-Read Texas collection, and to provide guidance on the expenditure of funds. This policy is not meant to serve as guidance for libraries participating in the E-Read Texas program in selecting e-materials for their local collections.

The E-Read Texas collection is designed to support the educational, cultural, informational, and recreational needs of Texas library patrons as well as to grow the e-book expertise of library staff. This electronic collection will be complementary to collections maintained by small and medium-sized community libraries in Texas.

Adult fiction, popular adult non-fiction, and young adult crossover fiction will be selected for the collection. Classic works of fiction for any age range will also be considered for the collection. The collection will include English and Spanish language materials, and additional non-English language materials may be considered based on the needs of libraries participating in the program. The collection will not include erotica or reference materials.

II. Program Administration

Funds for the acquisition and licensing of materials for E-Read Texas are provided by the Texas State Library and Archives Commission (TSLAC). Sources of these funds include allocations in TSLAC's budget and Library Services and Technology Act grant appropriations from the Institute of Museum and Library Services.

III. Responsibility for Selection

Titles in the E-Read Texas collection will be selected by TSLAC staff, with input from members of the E-Books Working Group when needed. The Working Group is composed of professional librarians with experience in collection development and e-resource acquisition, with experience working with e-book collections preferred. The current Working Group roster is available at <https://www.tsl.texas.gov/texshare/ebooksworking.html>.

Libraries participating in the E-Read Texas program may make suggestions for the collection. Suggested materials must be in scope and will be evaluated using the criteria listed in Section IV of this policy. TSLAC staff will be responsible for the acquisition and licensing of selected content. E-book collections

that are part of the TexShare and TexQuest electronic resources programs will be reviewed by the respective TexShare or TexQuest electronic information working groups.

IV. Selection Criteria

General criteria for selecting materials for the E-Read Texas Collection will be left to the judgment, expertise, and experience of the TSLAC staff. All decisions will be made as objectively as possible. To build and maintain a collection of merit and value, materials will be evaluated according to the following criteria:

- Format of and method of access to the offered material
- Collection scope and subject priorities set in Section I of this policy
- Timeliness of the material/date of publication
- Current and potential relevance to the needs of the communities served
- Author expertise
- Publisher reputation and editorial model
- Placement in a series
- Awards the title has received
- Language of the publication
- Suitability of material for the intended audience
- Reviews from professional journals and reviewers
- Existing gaps and strengths of the collection
- Representation of diverse points of view
- Significance of the work to local, regional, or state interests
- License model
- Cost of material

All materials are considered in terms of these criteria and an item need not meet all of these standards in order to be added to the collection.

V. Wait List Management

TSLAC strives to keep wait times low for materials in the E-Read Texas collection, and a portion of the e-book budget will be reserved for purchasing additional copies of books on hold. When the funds are exhausted, no additional titles will be purchased. The decision to purchase additional copies is based on several factors, including:

- Number of holds per copy
- Price per copy
- License model
- Recency of publication
- Format

VI. Deselection Criteria

Titles in the E-Read Texas collection will be weeded using the [CREW Manual](#), especially the Addendum on e-books, as guidance. Subject areas with information that rapidly goes out of date, like legal and medical resources, will be regularly weeded if at all possible. Titles with outdated, obsolete, or inaccurate contents may be weeded or reclassified. Titles with metered or time-limited licenses will be repurchased when the license expires, only if there is sufficient demand to justify the repurchase.

VII. Accessibility

All content available through the E-Read Texas Program must be accessible to users with a wide range of disabilities, including blindness and low vision, deafness and hearing loss, learning disabilities, and cognitive limitations.

TSLAC is required to follow Texas Administrative Code, Title 1, Part 10, Chapter 206, State Websites; Texas Administrative Code, Title 1, Part 10, Chapter 213, Electronic Information Resources; and Section 508 of the Rehabilitation Act of 1973.

VIII. Intellectual Freedom

E-Read Texas strives to provide a broad collection of materials in a variety of formats that represents all points of view, regardless of individual views or biases. TSLAC trusts that users can choose which materials they will access based on their own interests and standards. Each participating library may determine which of its patrons may access E-Read Texas collection materials in line with local policies and procedures.

IX. Reconsideration of Materials

E-Read Texas provides a collection that includes differing points of view on controversial or debatable topics. E-Read Texas does not promote a specific belief or viewpoint, and selection of an item or resource does not express or imply TSLAC's agreement with or endorsement of an author's belief or viewpoint.

The Texas State Library and Archives Commission welcomes feedback from the Texas residents who may request the reconsideration of a selection decision by completing the [reconsideration web form](#). The form must be completed in its entirety and returned to the program coordinator at TSLAC. An acknowledgement of receipt will be sent within five business days.

Upon receipt of the completed reconsideration form, the item in question will be reviewed by TSLAC Staff, the E-Books Working Group, and additional reviewers if particular expertise is needed. The item will remain in circulation while it is being reviewed. Reviewers will make recommendations based on the scope (Section I) and selection criteria (Section IV) outlined in this policy. TSLAC will provide a status

update to the requestor during the review. After review, a recommendation to retain or remove will be presented to Director and State Librarian for approval and will be communicated to the requestor. The requestor may appeal the decision to the full Commission.