

**UNIVERSITY OF DAYTON SCHOOL OF LAW
LAW LIBRARY**

COLLECTION DEVELOPMENT STRATEGY

A. IN GENERAL

A usable academic law collection should be broad enough to cover most legal subjects, but does not need to cover each subject in equal depth. Also, it is undesirable to have one or two subjects covered exhaustively while having little or nothing on numerous other important subjects. To avoid these imbalances, collection levels have been established to set subject priorities based on the needs of the law libraries users.

B. DEFINITIONS

(1) AUTHORITY

Legal materials are divided into two categories:

(a) PRIMARY LEGAL AUTHORITY

Primary legal authority is defined as a publication containing statements of rules and law made by persons or institutions who have been legally empowered to declare what the law is. Examples of primary legal authority include constitutions, statutes, judicial decisions, administrative regulations and decisions, and executive proclamations.

(b) SECONDARY LEGAL AUTHORITY

Secondary legal authority is defined as publications containing statements of opinion as to what the law may be made by persons or groups not legally empowered to declare what the law is. Examples of secondary authority include Restatements, Model codes, treatises, periodicals, casebooks, legislative history materials, and loose-leaf services.

(2) COLLECTION LEVELS

Collection levels for the purposes of completeness of acquisitions are as follows:

(a) INTENSIVE LEVEL

A collecting level that will support advanced research with the highest degree of effectiveness and a minimum reliance on inter-library loan or photocopying from other libraries. This level allows for the indefinite expansion of designated portions of the library's general collection and resource materials to the point that the collection may approach or achieve exhaustiveness in the sense that every available title in the designated categories is added to the collection. This means that as much relevant material as possible is collected, including the widest range of primary and secondary sources, documentary, and specialized materials. It is expected that this level will be

attained only for small subdivisions or highly specialized aspects of a broad subject area.

(b) COMPREHENSIVE LEVEL

A collecting level that provides for a broad-based collection of resource material in subject areas considered basic to the school's curriculum. This collection level will provide support for teaching programs and faculty and student research with a high degree of effectiveness, but with somewhat more reliance on inter-library loan and photocopying than under the intensive collecting level. While this level allows for expansion of designated portions of the general collection and resource material keyed to given subject areas, it will not approach exhaustiveness.

(c) TEACHING LEVEL

A collecting level designed to provide effective support for law school instruction and the research efforts of the faculty and students in particular subject areas. This collecting level will not be as broadly-based as the comprehensive collecting level and provides only major treatises, monographs and an adequate collection of loose-leaf or specialized case reporter services in the subject area. Beyond these basic requirements, the collection will be developed in response to specific faculty and student requests for materials to support research and teaching activities, with the understanding that such requests will be given a priority somewhat lower than those received for a subject area at the comprehensive level. The decision to place the subject areas listed below in a lower priority collecting level reflects the faculty's current policy of assuring the development of a broad-based collection in subject areas at the comprehensive level important to the School of Law's basic curriculum. However, while the collection of materials in the subject areas listed below will receive less attention and funds than the collection of materials in comprehensive level subject areas, collections at the teaching level should be maintained at a level which assures effective support for faculty research and teaching.

(d) BASIC LEVEL

A collection level that will include resource materials providing a basic overview of, and information on other resource materials concerning, subject areas that are not formally offered in instructional or research programs at the school, but that are related to or supportive of such programs. Fundamental reference works such as specialized dictionaries, directories, and bibliographies are included in this category. Most of the materials in subjects at this level will come through inter-library loans and photocopying. Requests for acquisition of specialized materials which go beyond the purpose of this collecting level will receive a low priority. However, faculty requests for specialized materials to support research efforts that cannot be met adequately by inter-library loan or photocopying will be given special consideration.

C. INTENSIVE LEVEL

The following materials will be maintained at the intensive collecting level:

- (1) Indexes to primary and secondary legal authorities of United States law.
- (2) Materials pertaining to federal law:
 - (a) Constitutions,

- (b) Statutes and codes (including annotated),
 - (c) United States Statutes at Large,
 - (d) Administrative regulations,
 - (e) Administrative decisions of major federal agencies (official or unofficial),
 - (f) Executive documents,
 - (g) Congressional documents,
 - (h) Court decisions and rules,
 - (i) Opinions of the United States Attorney General,
 - (j) Digests of various federal jurisdictions.
- (3) Materials pertaining to Ohio Law:
- (a) Constitutions,
 - (b) Statutes (annotated),
 - (c) Session laws,
 - (d) All reported court decisions,
 - (e) Opinions of Ohio Attorney General,
 - (f) Administrative codes,
 - (g) Ohio digests and encyclopedia,
 - (h) All significant local textbooks and treatises of current value, form books, practice books, CLE materials, and state bar reports.
- (4) Materials pertaining to other states:
- (a) Constitutions,
 - (b) Statutes and session laws,
 - (c) Reported court decisions and rules of courts of last resort and courts of appeal,
 - (d) Opinions of state attorney general.
- (5) Materials pertaining to local law:
- (a) Dayton and Montgomery County Charters,
 - (b) Dayton ordinances,
 - (c) Local court rules - all levels,
 - (d) Selected administrative rulings,
 - (e) Local legal newspapers.
- (6) Other significant United States materials:
- (a) All units National Reporter System,
 - (b) All legal periodicals in English included in Index to Legal Periodicals and selected other titles (such as important titles included in Legal Resource Index).
 - (c) All ALI Restatements and model codes including drafts if available,
 - (d) All units of Shepard's Citations,
 - (e) American Digest System,
 - (f) American Law Reports complete with Digests, etc.,
 - (g) National law encyclopedias,
 - (h) Words and Phrases,
 - (i) Uniform Laws Annotated,
 - (j) ABA Publications.
- (7) English publications:
- (a) English Reports, Full Reprint,
 - (b) Law Reports (complete),
 - (c) All England Law Reports (complete),
 - (d) Halsbury's Statutes of England,
 - (e) Halsbury's Laws of England,
 - (f) English and Empire Digest (currently called The Digest).
- (8) No specific subject areas will be developed at this level at this time.

D. COMPREHENSIVE LEVEL

The following materials will be maintained at the comprehensive collecting level:

- (1) Treatises and Loose-leaf services in the following subject areas:
 - (a) Administrative Law
 - (b) Business Associations
 - (c) Civil Procedure
 - (d) Commercial Law
 - (e) Constitutional Law
 - (f) Contracts
 - (g) Criminal Law and Procedure
 - (h) Evidence
 - (i) Federal Jurisdiction
 - (j) Intellectual Property
 - (k) Jurisprudence
 - (l) Professional Responsibility
 - (m) Property - Real and Personal
 - (n) Taxation - Income and Estate and Gift
 - (o) Torts
 - (p) Trial Practice
 - (q) Wills and Trusts
- (2) Legal encyclopedia and/or digests oriented primarily to New York, California, Florida, Texas, Louisiana, Kentucky, Indiana, West Virginia, Michigan, Pennsylvania, Illinois, and Delaware, and selected other major states.
- (3) Formbooks - general and those oriented to New York, California, Kentucky, Indiana, West Virginia, Michigan, and Pennsylvania law.
- (4) Indexes to foreign legal materials, especially English and Canadian.
- (5) Directories of attorneys in various geographic areas, legal specialties, and organizations.

E. TEACHING LEVEL

Primary and Secondary legal materials in the following subject areas will be maintained at the teaching collecting level:

- (1) Antitrust law
- (2) Appellate Practice and Procedure
- (3) Clinical Legal Studies
- (4) Conflicts of Law
- (5) Consumer Law
- (6) Corporate Finance
- (7) Creditors' Rights
- (8) Employment Discrimination
- (9) Environmental Law
- (10) Family Law
- (11) Government Contracts
- (12) Insurance Law
- (13) International Law
- (14) Interviewing and Counseling
- (15) Juvenile Law
- (16) Labor Law
- (17) Landlord/Tenant

- (18) Land Use Planning
- (19) Lawyering Skills
- (20) Legal History
- (21) Legal Research
- (22) Legal Writing
- (23) Legislation and the Legislative Process
- (24) Mediation and negotiation
- (25) Medical Malpractice
- (26) Mortgages and Real Estate
- (27) Oral Advocacy (moot court, mock trial, etc.)
- (28) Product Safety & Liability
- (29) Regulated Industries
- (30) Remedies
- (31) Securities Regulation
- (32) State and Local Government
- (33) Taxation - Corporate and Partnership

F. BASIC LEVEL

Primary and Secondary legal materials in the following subject areas will be maintained at the basic collecting level:

- (1) Admiralty and Maritime Law
- (2) Air and Space Law
- (3) American Indian Law
- (4) Canon Law
- (5) Communications Law
- (6) Comparative Law
- (7) Education Law
- (8) Energy Law
- (9) Food and Drug Law
- (10) General Reference Works
- (11) Human Rights
- (12) Immigration Law
- (13) Judicial Administration
- (14) Law and Psychiatry
- (15) Legal Accounting
- (16) Legal Office Practice
- (17) Military Law
- (18) Occupational Health & Safety
- (19) Oil and Gas Law
- (20) Paralegal Programs
- (21) Trade Regulation Law
- (22) Transportation Law
- (23) Water Law