

Map Collection Development Policy

The Map Collection is located on the ground floor of the library. Materials in the Map Collection include: unique maps of local areas, state, regional, and historical maps from a variety of sources. Historical maps from a variety of sources are located in the map cases. The library is a designated Federal and State depository library. Collecting maps selectively from a variety of relevant government agencies, including United States Geological Service (USGS), United States Bureau of Land Management (BLM), United States Forest Service (USFS), Oregon Dept. of Forestry and the Oregon Dept. of Geology and Mineral Industries.

Users & Programs Supported

The collection is accessible to all patrons with user privileges, though materials generally are not available for circulation. The fragile nature of the maps makes them poor candidates for check out. The map collection is an important resource for the Geography, Geology and History faculties of the university. Additionally, the collection supports the local and regional community.

Materials are rarely purchased specifically for this collection. Most items in the collection are selectively received through the depository program or as gifts to the library.

Selection Responsibility

Ultimate responsibility for the selection, acquisition, and disposition of map materials rests with the Library Director. Continual evaluation of and selection for the collection is the responsibility of the designated map librarian under the leadership of the Director. The Map Librarian will work cooperatively with the Government Documents Librarian in making map selections from government agencies as a part of the Federal and State Depository Library programs.

Selection Criteria

The emphasis of the Map Collection is to provide access to cartographically important items in support of the curriculum and the community, and the provision of general geographic information about the state of Oregon.

EOU EOU library is a designated Federal and State depository library. Maps are selectively collected from a variety of relevant government agencies, including United States Geologic Service (USGS), United States Bureau of Land Management (BLM), and the United States Forest Service (USFS). Specifically; the USGS – 7.5 minute topographic series (Idaho, Oregon and Washington), USGS 1:250,000 National Topographic Maps (Western & Eastern) United States series (entire U.S.), BLM 1:100,000 Geologic Survey or Surface Management series (Oregon), USFS Individual Forest User Maps (Oregon).

All maps will be evaluated according to the ability to successfully store and maintain the materials.

Collection Arrangement

Maps from both private publishers and government agencies are arranged predominantly by Library of Congress (LC) call number classification, Superintendent of Documents (SuDoc) classification, or alphabetically by title (topographic maps). The main map collection is housed on the ground floor of the library. Maps in micro formats are located on the ground floor with other micro format materials. A small number of FDLR maps are shelved in the Government Document Collection on the ground floor in the compact shelving.

Collection Management

Because most items in the collection come through a depository program at either the state or federal level the cataloging responsibilities will fall to the serials-government documents technician. The maps coming into the collection as gifts will be cataloged by either the serials-government documents technician or the cataloging technician as the time and work flow dictate.

Maintaining the Map Collection is critical for accessing the information, material that is missing or misplaced serves no one. The goal of the map re-shelving process is to ensure that materials are in their prescribed locations. Routinely the library staff will have students refile the maps in their appropriate drawers.

