**Collection Management Policy: Statistical Science**

**Section 1. A detailed description of the collection**

* 1. **Purpose and description**

The purpose of the Statistical Science collection is to support the teaching and research of UCL’s Department of Statistical Science. The Statistical Science collection also accommodates relevant materials in support of the teaching and research of other UCL Departments, notably the other Departments in the Faculty of Mathematics and Physical Sciences, and the Departments of the Faculty of Life Sciences and the Faculty of Clinical Sciences.

* + 1. **UCL departments covered by the collection**

Research in the Department of Statistical Science focuses on:

* [**Biostatistics**](http://www.ucl.ac.uk/statistics/research/biostatistics)
* [**Computational Statistics**](http://www.ucl.ac.uk/statistics/research/computational)
* [**Financial Risk, Insurance, Econometrics and Stochastic Finance**](http://www.ucl.ac.uk/statistics/research/risk)
* [**General Theory and Methodology**](http://www.ucl.ac.uk/statistics/research/general)
* [**Multivariate and High Dimensional Data**](http://www.ucl.ac.uk/statistics/research/multivariate)
* [**Stochastic Modelling and Time Series**](http://www.ucl.ac.uk/statistics/research/stochastic)
* **Probability**
	1. **Readership and access**
		1. **UCL**

The main readership of the Statistical Science collection is UCL students (undergraduate and postgraduate) and UCL staff.

* + 1. **External readership**

Due to the demands placed on the collection, access by students from other institutions is restricted. University of London students are given reference access but those from other universities are excluded except during UCL vacation periods. Academic staff and researchers from other institutions are welcome to make use of the collection at any time. The collection is also used by members of two learned Societies affiliated to UCL Library Services: the Royal Statistical Society and the London Mathematical Society.

**Description and holdings**

The Statistical Science collection is a primarily a research collection. In scope it extends across the full range of mathematical statistics and statistical methodology, and applied statistics. It has strong historic coverage.

* + 1. **Monographs**

The open access book collection consists of approximately 11000 print volumes. The books serve in the main to support teaching and research activity in the Department of Statistical Science. The collection is housed in the Science Library as part of the Mathematics collection.

* + 1. **Periodicals**

The print journals collection in Statistical Science consists of approximately 10 current print titles. Most recent volumes are housed in the Science Library as part of the Mathematics Periodicals collection, which integrates Library Services’ print holdings in Mathematics, Statistical Science and Computer Science. Older volumes of core titles are shelved on the ground floor of the Science Library. The Library has also arranged access to some 1451 electronic journal titles in Mathematics Sciences (i.e., 185 electronic journals classified as a Statistics subgroup) for the benefit of UCL staff and students.

Part of the collection is owned by the Royal Statistical Society: such items are integrated with stock belonging to UCL Library Services and, by agreement with the Royal Statistical Society, are regarded as being on permanent loan to UCL Library.

 Library material which is owned by the London Mathematical Society is integrated with stock owned by UCL Library Services.

* + 1. **Databases, indexes, etc.**

Library Services has on-line subscriptions to Current Index to Statistics, MathSciNet, Zentralblatt MATH, SCOPUS and Web of Knowledge (i.e., Web of Science) .

* + 1. **Current location**

The Statistical Science book collection and the most recent volumes of the Statistical Science Periodicals collection are housed in the Science Library.

* + 1. **Material held off site**

In addition to the open access collection, a considerable number of Statistical Science books and journals are kept in off-site storage: these are available for consultation by readers on a next-day basis.

* + 1. **Special collections**

UCL Library holds a small number of special collections relating to Statistical Science, including the papers and libraries of Karl Pearson and Sir Francis Galton.

* + 1. **Relationship to other collections in UCL**

Useful material relating to Statistical Science may be found in the Mathematics and Computer Science collections. Secondary material on the history of statistical science and material on the philosophy of statistical science is housed in the History of Science collection.

* + 1. **Relationship to collections outside UCL**

Staff and research postgraduates have access to the Science collections of the British Library at St.Pancras, taught students have access but may be asked to provide details of the materials they wish to consult.

**Section 2 Acquisition**

**2.1. Responsibility for selection**

The day-to-day selection of materials for the Statistical Science collection is the responsibility of the Library’s Subject Librarian for Statistical Science. Selection will be carried out in conjunction with the Departmental Library Representative for the Statistical Science Department. Ultimate responsibility for collection management rests with the Director of Library Services.

* 1. **Subjects collected**
		1. **Books**

Library Services collects books in all areas of Statistical Science. Books are collected in support of both teaching and research.

* + 1. **Journals**

The Statistical Science journal collection is primarily for research and education for undergraduate and postgraduate scientific research. Library Services aims to subscribe to the core journals in the areas currently researched by the Department of Statistical Science at UCL, which may broadly be characterised as follows:

* Probability and statistical theory
* Applied stochastic processes
* Statistical estimation
* Methodology and statistical applications
* Medical and pharmaceutical statistics
	1. **Acquisition priorities**
		1. **Books**

The purchase of volumes required in support of teaching is given priority. Copies of all books which are recommended texts for courses given in the Statistical Science Department are purchased by Library Services.

The remainder of the annual Statistical Science book budget, a substantial portion is given over to the acquisition of volumes published in series which are considered to be of high research value. The list of series to be acquired in this way will be reviewed from time to time by the Subject Librarian for Statistical Science in consultation with the Departmental Library Committee for Statistical Science. Where funds permit, additional material is purchased on the recommendation of members of staff and researchers in the Statistical Science Department. Any remaining funds are used to acquire research-level material, selected by the Subject Librarian.

Members of the Royal Statistical Society and members of the London Mathematical Society are welcome to make suggestions for Library purchase: Library Services will endeavour to accommodate such suggestions, where the content of the material is judged to be appropriate for the collection and where sufficient funds are available.

* + 1. **Journals**

Priority will be given to the maintenance of existing subscriptions. The Department of Statistical Science will periodically be asked to review the Library's Statistical Science journal subscriptions to ensure that subscriptions remain relevant to current research interests.

Library Services will make every effort to fund new journals as new titles are published or as new research interests develop within the department. Presently any new titles must be funded either by the cancellation of existing subscriptions to an equivalent value.

The high rate of inflation of STM journals prices may mean that occasional cancellations are required: in such cases the Library will endeavour to arrange full consultation with the Statistical Science Department. The journals holdings of other regional libraries will be taken into consideration when subscriptions are reviewed.

* 1. **Level**
		1. **Books**

Books are collected in support of both teaching and research.

* + 1. **Journals**

The Statistical Science journals collection is primarily a research collection, but also serves for teaching.

* 1. **Language**

Material will normally be collected in English, but important works in any other language may also be collected.

* 1. **Format and medium**

Material in the following formats will be considered for collection:

* print
* electronic-only, including stand-alone CD-ROM and web-based resources
* print with supplementary CD-ROM or web resources
* video

CD-ROMs may be purchased for loan, but Library Services cannot guarantee to be able to make such CD-ROMs available over the UCL network.

* 1. **Collaborative collecting agreements**

No formal collecting arrangements with other libraries are in place.

* 1. **Multiple copies**

Most course texts will be acquired in multiple copies. The Library makes efforts to monitor usage of stock, and additional copies of texts may be purchased where demand is seen to outstrip provision. Feedback from students and lecturers in on the adequacy of Library provision in Statistical Science for taught courses is encouraged.

* 1. **Donations**

Donations will be accepted for the Statistical Science collection subject to the criteria outlined in the Library's Donations policy.

* 1. **Exchange and deposit**

The Library acts as a deposit library for the exchange journals of the Royal Statistical Society, with approximately 20 journals currently received by the Library on behalf of the Society. Journals received in this way are, by agreement with the Society, regarded as being on permanent loan to UCL Library Services.

**Section 3 Retention and preservation policies**

**3.1. Review of the collection**

The open access Statistical Science collection will be reviewed annually for decisions on retention, relegation to store and disposal. These decisions are the responsibility of the Subject Librarian for Statistical Science, although the advice of members of UCL Statistical Science Department may from time to time be sought.

* 1. **Use of open access space**
		1. **Books**

In general, the Library will aim to house the most highly-used books on the open shelves. The most recent edition of such books will be kept on open access; earlier editions may be removed.

* + 1. **Journals**

Recent volumes of journals to which a current subscription is held, and which are not available electronically, will be housed on the open shelves. Journal volumes will be removed from the shelves when they become available electronically or when the Library's subscription ceases. Back runs of journals may from time to time be removed from the shelves in order to accommodate more recent volumes.

* 1. **Relegation**

**3.3.1. Books**

Research material relegated from the open shelves will be retained in store rather than discarded (except where it has been superseded by later editions, in which case it may not be retained). Superseded textbooks and other out-of-date teaching materials will be discarded.

**3.3.2. Journals**Journal volumes will normally be removed from the shelves when they become available electronically or when the Library’s subscription ceases. Back runs of journals may from time to time be removed from the shelves in order to accommodate more recent volumes.

1. **Retention and disposal**

Material removed from the open shelves may be retained in store or discarded.

* Normally no more than one copy of any book or journal volume will be retained in store.
* Superseded text books will usually be discarded. Research level books may be retained in store.
* Journals for which we maintain a current print subscription will be retained in store, in the first instance, when removed from the open shelves.
* All material retained in store will subsequently be reviewed for decisions on disposal.
* Back runs of journals we have ceased collection will usually be discarded.
* Material which Library Services deems to be valuable, rare or unique will not be considered for disposal.
1. **Preservation**

The Library’s collections are preserved according to the principles set down in the Preservation Policy, accessible on the web with all public policy statements from Library Services. The preservation of digital materials is dealt with by the Digital Curation Strategy.

**Policy review procedures and dates**

The policy will be reviewed and approved by the Statistical Science Faculty Library Committee.

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