

TODD WEHR MEMORIAL LIBRARY
Viterbo University
Collection Statement
Arts Administration

GENERAL PURPOSE

The Todd Wehr Memorial Library aims to support the curriculum of the Department of Theatre, which prepares arts advocates with excellent leadership, managerial, and administrative skills grounded in a respect for, an immersion in, and a deep appreciation of the fine and performing arts. Where possible, the Library supports faculty research and course development through acquisitions, interlibrary loan services, and electronic accessibility. The Library encourages use of the collection and electronic services through course-related instruction, orientations, reference services, workshops, and one-on-one interviews.

Degree Programs

The degree program covered is a Bachelor of Fine Arts in Arts Management.

SUBJECT AND LANGUAGE MODIFIERS

Languages – English is the major language of the collection

Geographical Areas - Although there is an emphasis on resources from and about North American, British, and European theatre and musical theatre, resources are not excluded on the basis of place of publication or population studied.

Subjects - Subject focuses include general arts management, copyright and intellectual property issues, facilities management, audience research and development, visual arts management, philanthropy, economic and financial management of the arts, and notable personalities/institutions in arts management.

Chronological Periods – The emphasis is on current resources for instruction and research, primarily in the last 10 years. Classics and histories in the field will be maintained on a limited basis as determined by the library partner and Arts Administration faculty.

COLLECTION LEVELS

Description of collection levels, using the CONSPECTUS model

Subject	CONSPECTUS Level
Arts Management	Instructional Support Level
Audience Research and Management	Basic Information Level
Copyright and Intellectual Property	Basic Information Level
Economic and Financial Management	Basic Information Level
Personalities/Institutions in Arts	Instructional Support Level

Management	
Philanthropy	Basic Information Level

Level 0	Out of Scope	The library does not collect in this area.
Level 1	Minimal Level	A subject area in which few selections are made beyond very basic works.
Level 2	Basic Information Level	A collection of up-to-date general materials that serve to introduce and define a subject and to indicate the varieties of information available elsewhere. It may include dictionaries, encyclopedias, access to appropriate bibliographic databases, selected editions of important works, historical surveys, bibliographies, handbooks, a few major periodicals, in the minimum number that will serve the purpose. A basic information collection is not sufficiently intensive to support any advanced undergraduate or graduate courses or independent study in the subject area involved
Level 3	Instructional Support Level	A collection that is adequate to support undergraduate and MOST graduate instruction, or sustained independent study; that is, adequate to maintain knowledge of a subject required for limited or generalized purposes, of less than research intensity. It includes a wide range of basic monographs, complete collections of the works of more important writers, selections from the works of secondary writers, a selection of representative journals, access to appropriate non-bibliographic data bases, and the reference tools and fundamental bibliographical apparatus pertaining to the subject.
Level 4	Research Level	A collection that includes the major published source materials required for dissertations and independent research, including materials containing research reporting, new findings, scientific experimental results, and other information useful to researchers. It is intended to include all important reference works and a wide selection of specialized monographs, as well as a very extensive collection of journals and major indexing and abstracting services in the field. Pertinent foreign language materials are included. Older material is retained for historical research.
Level 5	Comprehensive Level	A collection in which a library endeavors, so far as it is reasonably possible, to include all significant works of recorded knowledge (publications, manuscripts, other forms), in all applicable languages, for a necessarily defined and limited field. This level of collecting intensity is on that maintains a "special collection"; the aim, if not the achievement, is exhaustiveness. Older material is retained

		for historical research.
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DESCRIPTIONS OF MATERIALS COLLECTED

Types of Materials Collected –Primarily books, CDs, and videos relating to arts management topics.

Electronic Information and Resources – A variety of online sources to support coursework in business, arts management, and history of the field.

Types of Materials Excluded – None specifically

Interdisciplinary Factors – Theatre, Music, Art, and Business collections.

COLLECTION REVIEW AND RETENTION

Most material will be retained no longer than 10 years, regardless of use or condition. Materials of historical significance, however, may be retained indefinitely. The collection will be reviewed periodically by library staff and faculty to ensure appropriate materials are weeded or maintained.