

Collection Development Policy Human Resource Management

Subject Librarian: Vincci Kwong

Purpose of policy: The collection development policy for Human Resource Management guides the development and management of the Human Resource Management collection.

Program Description: The Department of Human Resource Management provides students with a broad spectrum of knowledge for career preparation in organizational leadership. It also prepares students for a career in modern, professional human resource management.

Degrees Offered:

- Bachelor of Science in Human Resource Management
- Human Resource Management Minor

Clientele: The primary clientele are the undergraduate and graduate students, faculty, and staff of the Human Resource Management Department.

Scope and Collection Guidelines

The Human Resource Management collection consists of works written for the basic through advanced undergraduate level and for basic faculty research. Graduate- and research-level publications are collected selectively.

Formats collected: Scholarly monographs, journals, professional/practitioner trade journals, and selected magazines. The preference for serials in this area is for online subscriptions.

Formats excluded: Pamphlets, newsletters, article reprints, and required textbooks.

Language: The collection is primarily in English.

Geographic coverage: All geographic areas are covered.

Chronological periods collected: Priority is given to current publications. Older imprints are collected selectively, usually as replacements for classic works, or upon request.

Subject Emphases: The Human Resource Management collection focuses on areas related to human resources administration and labor relations, as well as developments in the behavioral sciences.

Current Collecting Priorities: Based on areas of established specialization stated above.

Subjects Collected Selectively: None.

Reference: Reference material for Human Resource Management are selected by the Business and Economics subject librarian following the general subject parameters of the collection policy.

Interdisciplinary Considerations: Due to the interdisciplinary nature of human resource management, materials are also occasionally selected in the areas of economics, labor studies, and psychology.

Location: Human Resource Management materials are housed in the Schurz Library. Works specifically about the discipline of Human Resource Management are classified in the HD, HF and K schedule of Library of Congress system. Below are LC call numbers for specific areas:

HD28-70	Management. Industrial Management
HD58.7-58.95	Organizational Behavior, Change and Effectiveness. Corporate Culture
HD66-66.2	Work Groups. Team Work in Industry
HD4801-8943	Labor. Work. Working Class
HF5548.7-5548.85	Industrial Psychology
HF5549-5549.5	Personnel Management. Employment Management
K1701-1841	Labor Law
KF1-9827	Federal Law. Common and Collective State Law