

University Archives Collection Development and Acquisition Policy

University Libraries

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University Archives exists to collect, to preserve and to provide access to information and materials related to the history of Southwest Baptist University. Primary users of the information will be members of the university community, and others as approved.

Scope of Materials

University Archives will collect information that relates to the history of the institution. In keeping with these interests the Archives will place primary emphasis on the informational value of the materials collected (rather than the format) which will include:

- 1) publications issued by the institution including an office, department, college, organization, association or group that is or has been part of the institution or affiliated with the institution;
- 2) publications containing information about some aspect of SWBC or SBU including any office, department college, organization, board, association or group that is or has been part of the institution or affiliated with the institution;
- 3) documents, records, papers, manuscripts or other information related to the people, the facilities, programs, organizations, events or accomplishments of the institution;
- 4) information related to the relationship of the institution with affiliated organizations such as Missouri Baptist Convention, the Southern Baptist Convention, the North Central Association of College & Schools, the Missouri Coordinating Board of Higher Education, specialized accrediting organizations or any other organization that played a role in the history of the institution,
- 5) and any other information that is determined to be useful for researchers interested in the history of the institution.

Because aesthetic and historical value alone are of secondary importance in meeting information needs, and due to considerations of space and conservation, artifacts are not sought for the collection.