

CONSIDERATIONS TO THE USERS AND POTENTIAL DONORS ABOUT THE ACCEPTANCE OF DONATIONS TO THE UAB LIBRARIES

Donations historically have been an important base for the development and growth of libraries. The Autonomous University of Barcelona now has significant funds in some areas thanks to several donations and appreciates and recognizes the great importance they have had in shaping their collections.

To ensure that all documents included in the UAB library catalog fulfill conditions of eligibility, and considering that the inclusion of a donation to a library always has high economic costs (management, sorting, cataloging, storage, etc.), the Library Service of the UAB wanted to define the policy for accepting donations, which we summarize public.

WE ACCEPT:

- Documents according to the subject matter of which is teaching and/or research centers and departments affiliated to the UAB libraries
- Documents that complete all or part of the funds
- First editions, even simple, of acclaimed authors
- Reprints of journals we don't have if contents or authorship justify it
- Single issues of journals to help us complete our collection, as long as we do not have them also in electronic format.
- Early issues of journals, whenever there is possibility to follow the title and not have it available in electronic format.
- Single issues of journals, though not complete, represent a significant part of the title, as long as it advises its quality and not have it available in electronic format.
- Works, the authors of which are professors at the UAB
- Works published by the UAB
- Books if the dedication's authorship justifies it
- Books with bookplates designed by a recognized artist
- Works illustrated by established artists or presenting an artistic era (Modernism, 30 years)
- Editions in the languages taught at UAB teaching or otherwise recommended by the value of the book itself

WE DO NOT ACCEPT:

- Duplicate documents already contained in our library catalog if the number of loans or their physical condition do not justify having more copies
- Duplicate documents that already appear in the Catalogue of Catalan Universities (CCUC) and are not essential to our university

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- Documents with a scientific level less than a university library
- Everything that does not correspond to the areas of knowledge of the courses offered by the UAB, if there is no express indication of a teacher, or we can not attribute specific interest.
- Documents in poor condition
- Single issues of journals, yearbooks and memories of institutions that no complete our collection
- Issues of journals we already have, on paper or in electronic format
- Index of summaries from other libraries and institutions
- Prizes awarded by entities or non-academic institutions not sufficiently recognized.
- Textbooks for primary or secondary school if there is no express indication of a teacher
- Documents not published (theses outside the UAB without permission of the author, photocopied books, etc)
- Not original documents (copies of video or CDs, etc)
- Literature kiosk and documents that give newspapers and magazines
- Volumes unpaired of monographs, encyclopedias, yearbooks, reports, etc. that not complete
- Methods of teaching languages other than current issues
- Reprints of which already have the original publication
- In general, all documents that can be found in electronic unrestricted access

Donated documents are integrated in the collection, can be found through the catalog and are subject to the same terms and conditions of any document library.

A separate issue is those donations of entire libraries, personal funds, etc., which require an agreement signed by the donor and the direction of the University.

We understand and we share when we want to get rid of books, which often form part of our personal history, we want to give them a last chance, but that this will not always be delivering them to a university library. We would like you consider these recommendations and contact us if you are in doubt. At the time of donation, please indicate if you want to retrieve documents that do not integrate the bibliographic collection or if you leave the Library criteria which must be given destination.

Bellaterra, April 2015