

Orphaned Manuscripts Collection Development Policy

L. Tom Perry Special Collections
Harold B. Lee Library
Brigham Young University

I. Introduction

L. Tom Perry Special Collections has over time collected several manuscript collections that do not fit into the scope of other manuscript collecting policies. These collections are primarily non-literary manuscripts that date from the 20th Century or earlier; cover topics that are not directly related to Mormonism, Utah and the American West; and/or are not related to the history of science. This policy is intended to cover these orphaned collections of which L. Tom Perry Special Collections owns but will no longer actively acquire.

II. Position Responsible for Collecting Decisions

As assigned by the L. Tom Perry Special Collections department chair.

III. Scope and Focus of Collecting

Items in this collections may support a variety of curriculum in the university.

IV. General Selection Guidelines

a. Treatment of Subject Depth

Orphaned manuscripts and records may support some research needs and requirements for undergraduate and graduate students, faculty and scholars, researchers, family historians and genealogists, and community members.

b. Specific Delimitations

L. Tom Perry Special Collections will no longer actively acquire manuscript collections in these areas.

V. Deaccessioning Guidelines

The curator assigned to these collections may present a proposal to deaccession material to the L. Tom Perry Special Collections Board of Curators. Materials may be deaccessioned if there is no contractual obligation or other compelling reason to retain the collection.

VI. Cooperation with other Institutions

Special Collections will recommend donors and records creators to submit records to other institutions if they more closely fit collecting policies of another institution when deemed appropriate.

VII. Revisions

[Describe the different revisions of the collection development policy with the following information: date of policy and title of policy]