

REPLACEMENT POLICY ODUM LIBRARY VALDOSTA STATE UNIVERSITY

Materials Reported Lost, Stolen, and/or paid Lost or Missing

Materials reported lost and/or paid lost or missing are given to the Collection Development Librarian for the decision on replacement. Consideration will be given to:

- If the title is still in print.
- If a later edition has been published.
- If other titles on the same subject may be more appropriate.

Orders for replacements are given to the Acquisitions Librarian. Statistics are kept on the number of replacement orders.

Damaged Materials

Damaged materials are evaluated for repair or rebinding by the Senior Library Technical Assistant (LTA) in Acquisitions. If the materials are damaged beyond repair or rebinding, the above replacement policy is followed.