



Chicana/o Research Collection Development Policy

Mission

The Chicana/o Research Collection serves the University as its repository of primary and secondary source materials on Mexican Americans, or Chicana/os, in the United States. The CCRC supports the undergraduate and graduate level curriculum offerings on the historical, social, political, economic, linguistic and cultural contributions of the Mexican American, or Chicana/o, in the United States. The CCRC provides current and retrospective Chicana/o and Latina/o Studies resources that complement the instructional and research needs of the ASU community and the general public.

Selection Criteria

Formats:

The Chicana/o Research Collection acquires and collects published and unpublished Materials in all formats. In order to efficiently apply our preservation resources, we may require submission of sustainable formats for digital materials, and we discourage offers of duplicate, damaged, infested or moldy materials that could adversely impact the health of our staff.

Published Materials:

Geographic Scope:

The geographical emphasis of the Chicana/o Research Collection is within the Southwestern states of Arizona, California, Colorado, Nevada, New Mexico and Utah. Also considered as important regions within the geographical scope of the history of the southwestern states are the northern Mexican states of Sonora and Chihuahua.

Chronological Scope:

Inclusive historical dates are from 1848 (Treaty of Guadalupe Hidalgo) to the present.

Topical Scope:

The Chicana/o Research Collection will focus on all resource materials, both primary and secondary, on the immigration and migrant experience and on historical, biographical, political, social (including mental and physical health) educational, economic, and cultural aspects of Mexican Americans or Chicana/os.

Core Collections:

All works of Chicana/o, or Mexican American, authors whose works supplement the strengths of the Chicana/o Research Collection; i.e, Chicana/o literature; 20th century and Chicana/o Mexican American history, bilingual/bicultural education; Mexican immigration and emigration; Chicana/o civil rights movements, labor history; labor unions; mining, and Chicana feminist thought and expression are integral to the

Chicana/o Research Collection. .

Excluded are materials on non-Mexican, Spanish-speaking ethnic groups in the U.S. (Puerto Ricans; Cubans; Spaniards; Dominicans; Salvadorans). General material on other ethnic minorities and cooperative studies; i.e., comparative studies concerned with Hispanic groups in general, other than Mexican Americans and Chicana/os. Added to this category are juvenile literature; children's books; and Spanish-language children's books; government document publications; single issues of serials and single volumes of monographic sets.

Unpublished Materials:

Geographical Scope:

The geographical emphasis of the Chicana/o Research Collection is within the Southwest region..

Chronological Scope:

Inclusive historical dates are from 1848 (Treaty of Guadalupe Hidalgo) to the present

Topical Scope:

Primary source materials which documents the immigration and migrant experiences as well as the historical, political, social (including mental and physical health), educational, economic, and cultural aspects of Mexican Americans or Chicana/os.

Core Collections:

- political activism
- mining and agricultural labor
- Congressional papers of Arizona's Chicana/o representatives
- Official English and bilingual/bicultural language issues
- organizational records

Excluded are materials on non-Mexican, Spanish-speaking ethnic groups in the U.S. (Puerto Ricans; Cubans; Spaniards; Dominicans; Salvadorans).

Sustainability

Professional archival preservation and description services are a resource-intensive and cumulative endeavor. In order to ensure timely and sustainable access, offers of large published or unpublished collections must be accompanied by a significant portion of the resources necessary for their care. Curatorial staff will assist potential donors in estimating the full cost of acquisition, arrangement and description, rehousing, reformatting, cataloging, encoding and/or conservation work so that resources for sustainability are identified before the materials can be accepted by the ASU Libraries. Donations of materials and the resources for their care may be tax-deductible. Donors must contact a financial advisor for details.

Legal Agreements

Gifts of published materials are accepted without legal agreements and are acknowledged with a formal letter of appreciation from ASU Libraries to the donor. Gifts of unpublished, archival or mixed materials require completion of a Deed of Gift that documents transfer of the physical property of the materials. Deed of Gift terms negotiated with the donor in advance of transfer specifically identify the copyright status of unpublished materials and instructions for disposition of any duplicate or unneeded items.

Deaccessioning

Gifts of published or unpublished materials are generally accepted in perpetuity. Changes in the curricular or research directions of Arizona State University or unavoidable degradation of physical materials could result in a curatorial decision to deaccession or remove materials from the repository. Deaccessioning may only be completed in accordance with terms of the Deed of Gift and the departmental Deaccessioning Policy.

Revised: April 30, 2007