

Northwestern University Library  
Collection Development Policy Statement

Police, Law Enforcement, Criminal Justice  
(Transportation Library)

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**I. Brief overview of the collection**

**A. History of the collection**

The Transportation Library has provided library services to students, faculty and staff of the Traffic Institute since its merger with the Institute's library in 1959.

**B. Broad subject areas emphasized or de-emphasized**

In selecting materials for this collection, the needs of the Traffic Institute are of primary importance. The collection is therefore strongest in the areas of the Traffic Institute's historic specialties: general police administration and management, patrol, personnel, training, traffic law enforcement. Material on other areas of policing is collected more selectively. Reports from major police research organizations such as the Police Foundation and the Police Executive Research Forum are acquired regardless of topic. General materials on law enforcement and criminal justice, and publications on these subjects which are relevant to the Traffic Institute's areas of interest, are collected. Materials on non-police aspects of criminal justice (corrections, juvenile delinquency, courts, etc.) are collected only where there is some relevance to policing.

**C. Collection locations**

Main Library

**II. Purpose or objectives**

The primary purpose of the collection is to serve the needs of Traffic Institute students, faculty, and staff. Students of the Institute's ten-week School of Police Staff and Command (conducted in Evanston and at other locations throughout the country) and other TI programs, and Institute faculty and staff, make use of the collection; SPSC graduates and other law enforcement officers also have access to Transportation Library services. Students and faculty from the Sociology, Political Science and other departments make use of the Transportation Library's law enforcement materials.

**III. Library unit or title of the selector responsible for this collection**

Head, Indexing/Analytics

**IV. Scope of the subject coverage**

**A. Language**

English only.

**B. Geographical scope**

Primarily U.S. and Canada; some material on other parts of the world if topic is relevant to the Institute's main areas of specialization.

**C. Chronological scope**

Emphasis on current materials; historical materials purchased selectively.

**D. Publication dates collected**

Normally within last 3-5 years.

**E. Formats and genres**

**1. Inclusions**

Monographs; periodicals; conference proceedings; reports; government publications (federal, state, county/regional, city); dissertations.

Electronic materials (CD-ROM and World Wide Web) are collected. The NCJRS (National Criminal Justice Reference Service, available on CD-ROM and the Web) is heavily used by

patrons and librarians. The Criminal Justice Periodicals Index, currently owned as a paper index, will soon convert to electronic format only; we will acquire the electronic version.

2. *Exclusions*

Rare books

**V. *Acquisitions procedures affecting collection policies***

A. *Standing Orders*

B. *Approval plans and blanket orders*

Yankee approval plan. (For police, law enforcement and criminal justice, Yankee sends slips only.)

C. *Gifts and exchanges*

Gifts are welcomed.

**VI. *Duplication with other NU library units***

Some duplication with Law Library, often in order to provide Evanston campus access to relevant materials. Also some duplication with Main.

**VII. *Expensive purchases***

Considered on a case-by-case basis. The Traffic Institute funded the Transportation Library's purchase of the NCJRS CD-ROM database in the early 1990s.

**VIII. *Interdisciplinary collections***

Some overlap with Law and Main (see section VI).

**IX. *Purchases with endowed funds***

Traffic Institute provides some annual funding for library purchases.

**X. *Cooperation with other libraries***

A. *Other resources, including local, regional or national libraries*

Local libraries with significant law enforcement/criminal justice collections are occasionally asked to provide library instruction and other services to offsite School of Police Staff and Command classes. In some cases, particularly for off-campus users, we may suggest that users contact the National Criminal Justice Reference Service directly to request searches, or copies of publications not owned by the library.

B. *Consortia*

CIC consortial agreements provide access to business, psychology, public administration, other social science databases containing useful material on police, law enforcement and related topics.

**XI. *Policies for purchasing journal article reprints or electronic files on demand***

Not applicable.

**XII. *Other factor of local importance***

Not applicable

**XIII. *Collection levels***

(All are English only.)

Criminal justice: 3

Courts: 2 (our major interest: police court appearance, traffic courts) Corrections: 1 (some interest in alternative sentencing; none in general issues relating to prisons, parole, etc.)

Crime: 2 (our major interest: crime prevention; some interest in crime reporting, little interest in specific crimes)

Criminal behavior: 0

Criminal law: 3

Criminal investigation: 3 (general texts; organization/management issues; little interest in technical

studies of specific procedures)  
Criminal procedure: 3 (of particular interest: arrest, confessions, interrogation, search and seizure)  
Juvenile delinquency: 0  
Police youth services: 3  
Domestic violence, child and spouse abuse: 2 (police and domestic violence – police handling of abuse cases, police as abusers; not general material)  
Alcohol, drug and other substance abuse: 2 (drinking/drug use and driving; use/abuse of alcohol and drugs by police and transportation employees; little general material)  
Police administration, management, operations, personnel: 5  
Community policing, police-community relations: 5  
Police communications/data processing: 5  
Police patrol operations (including deployment, specialized units): 5  
Police traffic operations/traffic law enforcement: 5  
Police crowd and riot control: 4  
Prevention of terrorism/violence: 3  
Police enforcement of specific, non-traffic, crimes (homicide, vice, burglary, etc.) 3 (crime prevention/community policing issues, officer stress, organizational and management issues; little general material)  
Firearms: 1 (police use of force; occasional purchases on gun control; no purchases on specifics of training, individual gun models, etc.)  
Sheriffs: 5  
Detectives: 3 (primary interest: division organization, manpower, selection/training)  
Auxiliary police, cadets, junior police: 5  
Private and industrial security: 3 (of special interest: police privatization, relationship of police with private security, transportation security)