

IIAC-R - GUIDELINES FOR WEEDING LIBRARY COLLECTION

THE CREW GUIDELINES FOR WEEDING YOUR COLLECTION

The formulas given here for the various Dewey classes are rules of thumb based on professional opinions and practical experiences. The formula in each case consists of three parts:

- 1) The first figure refers to the years since the book's latest copyright date (age of material in the book).
- 2) The second figure refers to the maximum permissible time without usage (in terms of years since its last recorded circulation)
- 3) The third refers to the presence of various negative factors, called MUSTIE factors.

For example, the formula "8/3MUSTIE" means: "Consider a book in this class for discard when its latest copyright is more than eight (8) years ago; and/or, when its last circulation of in-house use was more than three (3) years ago; and/or, when it possesses one or more of the MUSTIE factors."

Most formulas include a "3" in the usage category and a MUSTIE in the negative factors category. The figure in the age category varies considerably from subject to subject. If any one of the three factors is not applicable to a specific subject, the category is filled with an "X".

MUSTIE is an easily remembered acronym for six negative factors that frequently ruin a book's usefulness and mark it for weeding.

M = Misleading (and/or factually inaccurate)

U = Ugly (worn and beyond mending or rebinding)

S = Superseded (by a truly new edition or by a much better book on the subject)

T = Trivial (of no discernible literary or scientific merit)

I = Irrelevant to the needs and interests of your community

E = The material may be obtained expeditiously Elsewhere through interlibrary loan or reciprocal borrowing.

In all cases, weeding decisions ultimately depend upon the professional judgments of the library staff who are responsible for the selection of materials in response to the needs of their library's patrons. While the MUSTIE formula may be used as a guide in making weeding decisions, these guidelines can and should be adjusted to meet the needs of the specific library, by substituting numbers that best reflect the library's mission and goals. Carefully consider all factor involved in the weeding process, rather than automatically discarding an item with an older copyright date.

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