LASC Library Criteria for Weeding (Discarding)

Fall 2011

Criteria for Weeding

The CREW Method gives six general criteria for considering weeding an item from the library's collection. These have been summed up with the acronym MUSTIE:

- M = Misleading—factually inaccurate
- U = Ugly—worn beyond mending or rebinding
- S = Superseded—new edition; much better book on the subject
- T = Trivial—of no discernible literary or scientific merit
- I = Irrelevant to the needs and interests of the library's community
- E = Elsewhere—the material is easily obtainable from another library

Procedure for Librarians and Faculty:

Create a Master List based on the Crew Method above. Then:

--Send a copy of the Master List by discipline to each Department Chair so the Faculty can determine which books should be retained in the collection as discipline experts.

For the parts of the collection where faculty didn’t participate, the Librarians will:

--Check the LASC Catalog to see what program(s) we have in that subject area (and check for duplicates)

--Peruse the list to see if some possible “keeps” jump out such as “classics”
--If in doubt, check for holdings for newer or complementary works at Southwest and LACCD Libraries OR, put post-ids next to those really questionable ones.

--After completing the list, go in the stacks for a quick view and pull the books from the shelves as needed. If there is a large quantity of books tag them and have a Technician pull the books.