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Purpose: This policy is intended to provide guidelines for developing UTSA's rare book holdings for the next five years (2020-2025), at which time it will be fully reviewed.

Our Vision is to bring national recognition to the university for distinctive research collections documenting the diverse histories and development of San Antonio and South Texas.

Our Mission is to build, preserve, and provide access to distinctive archival, photographic, and printed materials, with a particular commitment to collections with significance to our region. We embrace the changing digital landscape by actively exploring new ways to enhance access to our collections. We support the university's ascent to Tier One status by building nationally recognized collections that inspire new knowledge, serving researchers at UTSA and from around the world.

Statement of Purpose

In support of the UTSA Libraries' goal of building, preserving, and digitizing distinctive collections of national importance, the Special Collections Librarian seeks to collect, preserve, and provide access to material documenting the history and culture of South Texas and Mexico. Particular attention will be given to material that is deemed exceptional due to its content, publishing history, provenance, age, format, significance, rarity, or vulnerability. Preservation of the collection includes both environmental controls and item-level conservation. Access to research materials is provided through cataloging, online guides, digital facsimiles, onsite assistance, outreach programs, and partnering with faculty to provide instruction for specific subjects or classes.

Introduction

The Rare Books Unit serves as the repository for published—and occasionally unpublished—codices, maps, and ephemera in the Special Collections Department. While there is no universal definition of what constitutes a rare book, it may be thought of broadly as a book with high intrinsic or research value that would be difficult to replace. Factors of age, fragility, scarcity, research value, or unique characteristics may bring books into Special Collections. Additionally, books that may not be rare or particularly valuable as individual items may be of significant research value in the context of an in-depth, tightly-focused subject collection. In some subject areas—particularly San Antonio history—there may be overlap with the Libraries' circulating collection when the materials in question appear to be of both immediate and long-term importance. In addition to the rare books housed on Main Campus, UTSA faculty and students are fortunate to have access to the Institute of Texan Cultures Special Collections library as well, which also documents the culture and history of South Texas. In general, duplicate acquisitions between Main Campus and the ITC will be avoided, but in the case of core materials likely to see regular use in the university curriculum, duplication may be justified.

The Rare Books Unit supports research by undergraduates, graduates, faculty, and other researchers. In response to the university's needs over the years, Special Collections has built strong collections in diverse subject areas. Many of these, such as the Mexican Cookbook Collection, continue to be targeted for active collecting while others, such as the Anderson Napoleonic Collection, are maintained, but are not prioritized for expansion.

The Rare Books stacks have a temperature-controlled environment, and security measures are taken to limit access. The collection is non-circulating, though selective interlibrary loan to other institutions able to provide appropriately supervised use of materials and adequate storage conditions, may be considered for materials that are robust and have a replacement cost of less than \$300. In some cases, materials may be transferred to an external institution.

Acquisitions that do not fall into existing collecting areas sometimes may be made in anticipation of a new focus. In addition to scholarly research value, staff may also take into account an item's exhibit and/or outreach value.

The Rare Books Unit may accept from the general stacks of the UTSA Libraries transfers of materials that require special protection and care. In general, these items will meet at least one of the following four criteria:

- published prior to 1846¹
- valued at a min. of \$300²
- held by 5 or fewer OCLC libraries
- fragile or vulnerable physical condition.

Most accepted transfers will meet at least two of the suggested criteria. To the extent that space considerations allow, items that meet these criteria may be accepted regardless of whether the subject area(s) represented are those targeted by Rare Books as a current collecting focus. On a case-by-case basis, newly acquired materials selected by subject bibliographers may also be accepted for transfer to Special Collections based on the same criteria.

¹ Any collection-wide cut-off date is necessarily arbitrary, since the relevant historical dates vary depending on the topic and location under discussion. Because our repository focuses primarily on Texas, we have chosen 1846 as our minimum date for transfers. In December of 1845, U. S. President James Polk signed legislation to annex Texas. This was a watershed event in Texas history, with far-reaching causes and effects. Note that the choice of this date does not mean we will not accept transfers of books published after this date, merely that we will usually do so only when there is a reason for acceptance beyond mere age. In some circumstances, such as when reviewing a potential donation or transfer comprised of a large number of related books with the potential to form a new collecting area, it may be suitable to select a different cut-off date relevant to the subject in question.

² Note that these guidelines provide only the minimum criteria for transfer, and do not represent rules to be applied across all the library's collections. We are not suggesting, for example, that every book in the library with a value of \$300 should be transferred to Special Collections. Rather, we wish to clarify that under normal circumstances, Special Collections would not accept a book worth less than \$300 for transfer unless it met at least one of the other listed criteria or addressed a subject area that we collect.

Duplicates and items that do not reflect the subject areas and/or types of materials collected by the Rare Books Unit may be transferred to the Archives Unit or the general collections as appropriate. If transfer is not viable, the materials may be deaccessioned.

Collecting Rationale

Special Collections has a dual responsibility to serve the research needs of the University of Texas at San Antonio faculty and students and to serve as a repository preserving the history and heritage of the South Texas border region. The Rare Books Unit seeks to collect in subject areas of substantial and sustained interest to the university and the San Antonio community. This includes materials that support ongoing departmental research and subjects of particular relevance to the San Antonio and South Texas area. Special Collections also seeks to serve the national and international community of scholars by building collections of particular strength in areas less well-covered by other repositories. As a part of Special Collections, the Rare Books Unit pursues collecting areas that have the potential to enhance the university's reputation as a center for scholarship.

Collecting Methods

Responsibility for collecting materials for the Rare Books Unit is primarily shared between the Special Collections Librarian and the Assistant Dean for Special Collections, though other departmental staff may also be consulted when making collection development decisions.

Acquisitions are primarily made through purchases from dealer catalogs, auctions, and private individuals or organizations. These purchases are made from the spc.bks fund. Additionally, Mexican cookbook titles may be purchased using the Various Donors gift account (cost center G00628).

Donations to the Rare Books Unit are welcomed in our targeted collecting areas. Donations outside our current collecting areas may occasionally be accepted on a selective basis, based on the research value of the individual item, association value, or outreach potential.

Languages Collected

English
Spanish

Types and Formats Collected

In addition to published books, the Rare Books Unit collects broadsides, pamphlets, brochures, reports, organizational publications, newsletters, newspapers, scrapbooks, manuscript codices, maps, posters, and archived copies of web resources.

Geographical Areas Collected

The primary collecting focus is the Southwest United States and Mexico. However, materials may also be collected that relate to the United States as a whole. Certain subject areas may occasionally present cause to collect materials relating to other regions, such as architecture of Spain and the Middle East.

Subject Areas Collected

Collecting areas are regularly reviewed by Special Collections staff. As circumstances change, the collecting areas will be reevaluated and modified as needed to meet the goals of the UTSA Libraries and the university community.

The Research Libraries Group (RLG) Conspectus provides a useful tool for assigning priority to collecting areas. However, as the conspectus is intended to apply to the library as a whole, with the lower collecting levels usually defined as primarily focusing on contemporary materials, not necessarily maintained for historical research, it is useful to tailor the levels to our situation. The following descriptions have been edited and revised from the Library of Congress' descriptions of the RLG Collecting Levels (<http://www.loc.gov/acq/devpol/cpc.html>):

0. Out-of-Scope: Special Collections does not collect material in this area, though it may maintain existing holdings.
1. Minimal Level: Subject area is peripheral to the primary foci of Special Collections, but acquisitions may occasionally be made, if they also relate to core areas.
2. Basic Information Level: General historical materials are collected to introduce this subject area, but in-depth research would require recourse to other repositories.
3. Instructional Support Level: Materials of sufficient scope and depth are collected in this area to support most coursework-based research at an undergraduate or graduate level.
4. Research Level: Though not comprehensive, this subject area is one in which depth beyond that required in the classroom is desired. In-depth graduate and independent research is supported, and acquisitions focus on materials with relatively low representation in OCLC that could contribute to a collection of regional importance.
5. Comprehensive Level: To the extent possible, all significant, relevant material--both contemporary and historical--will be collected to build a collection that will be of national research importance.

Active Collecting Areas

Special Collections proactively works to acquire materials in the subject areas listed alphabetically below. Generally, Special Collections seeks to acquire materials which directly relate to San Antonio and South Texas that date from the post-Civil War era to the present. However, this geographic area and the time period are not exclusive. Collections are evaluated on a case-by-case basis and materials from other geographic areas and time periods may be considered, especially if they document underrepresented communities, if they could serve as a strong instructional example, or if the materials have some other significant research value.

African Americans

Collection Level Goal: 4 for San Antonio; 3 for South Texas

Strengths: San Antonio Authors Collection (includes publications by Sterling Houston, Allisa McVea, and Claude Black)

Weaknesses: Although we have some material in this subject area that was collected because of its relevance to San Antonio's history and culture, this is a new collecting area and our existing holdings are relatively light.

Current Collecting Foci: Increase to Representative for San Antonio and South Texas. Focus on acquiring more publications by local African American authors and more publications documenting local African American life.

Architecture and Urban Development of the Southwest

Collection Level Goal: 3 for Southwestern and Mexican Architecture; 4 for San Antonio and Spanish Missions.

Strengths: Ralph Haywood Cameron Collection of Architecture (provides a broad mix of titles on European, American, and Mexican architecture, as well as technical works on draftsmanship and design); numerous titles on San Antonio historic architecture and its preservation.

Weaknesses: Relatively little material on architecture outside of San Antonio.

Current Collecting Foci: San Antonio architecture and development; Texan and Southwestern architecture (especially Spanish missions); Mexican and Spanish architecture; historic furnishings and ornaments.

Artists Books

Collection Level Goal: 4

Strengths: The Rare Books Collection currently contains dozens of cartoneras.

Weaknesses: This is a relatively new collecting area and our existing holdings that intersect with other collecting areas are relatively light.

Current Collecting Foci: Identify materials which intersect with other collecting areas, particularly those materials by or about persons of color, LGBTQ persons, activists/activism, women, San Antonians, and South Texans.

The Arts

Collection Level Goal: 4 for San Antonio art; 3 for South Texas art; 2 for Texas artists

"San Antonio art" for the purpose of this collection development policy, is considered to be any visual medium from any artist who was born in the city of San Antonio or Bexar County, or clearly associated with the city or county. For non-native artists, a definite association may include a substantial period of residence and/or a sustained topical focus on San Antonio. Artists whose work draws on the history and culture of San Antonio and South Texas will be the primary focus of the collection.

Strengths: Some material on San Antonio and border artists; collection of prints by San Antonio artists.

Weaknesses: Although we have some material in this subject area that was collected because of its relevance to San Antonio's history and culture, this is a new collecting area and our existing holdings are relatively light.

Current Collecting Foci: Identifying significant artists and artistic movements in San Antonio and South Texas that would be appropriate for inclusion in this collection, including materials which intersect with

other collecting areas, particularly those materials by or about persons of color, LGBTQ persons, activists/activism, and women. Although it is possible that there may be occasional acquisitions of prints and other art objects, the primary objective of this collection is to collect books written about the art and artists of San Antonio and South Texas.

Food and Drink

Collection Level Goal: 5 for Mexico; 5 for San Antonio; 4 for South Texas; 3 for Texas

Much of the holdings are in the Mexican Cookbook Collection, which includes both cookbooks published in Mexico, and cookbooks published in the United States about Mexican cuisine. Additionally, cookbooks featuring Texan and “Tex-Mex” cooking are collected.

Strengths: Broad coverage, but particularly strong in regional Mexican Cuisine; Texan and Tex-Mex Cooking; and US interpretations of Mexican Cuisine.

Weaknesses: Light coverage prior to 1940; some Mexican states are historically underrepresented.

Current Collecting Foci: Pre-1900 Mexican cookbooks; 20th century Mexican cookbooks, with an emphasis on pre-WWII titles; manuscript cookbooks; selected San Antonio and Texas cookbooks; selected contemporary Mexican Cookbooks to maintain currency of collection; and books focused on Mexican spirits. In an effort to supplement physical materials, web harvesting of websites related to Mexican and San Antonio food and drink is being conducted and collected into the [Mexican and Texan Food and Drink Web Resources Collection](#) and the [San Antonio Food and Drink Web Collection](#).

LGBTQ History

Collection Level Goal: 5 for San Antonio; 4 for South Texas

Strengths: San Antonio Authors Collection (includes publications by Sterling Houston and Anel I. Flores); periodicals like *Out in SA*.

Weaknesses: Although we have some material in this subject area that was collected because of its relevance to San Antonio’s history and culture, this is a new collecting area and our existing holdings are relatively light.

Current Collecting Foci: Strive for broad representation of all aspects of the regional LGBTQ community with a focus on materials which intersect with other collecting areas, particularly those materials which document LGBTQ persons of color, the transgender community, and LGBTQ persons in the military. In an effort to supplement physical materials, web harvesting of specific local newspaper content is being conducted on *Out in SA*.

Mexican Americans

Collection Level Goal: 5 for San Antonio; 4 for South Texas

Strengths: Chicano literature collection from the Library of Bryce Milligan; John Peace Collection; San Antonio Authors Collection (includes publications by Carmen Tafolla, Gilberto Miguel Hinojosa, and Bárbara Renaud González); numerous titles related to activism, culture, food and drink, politics, sports, and women; current periodicals include *El placazo*, *HACU*, and *Chingozine*, as well as numerous historical periodicals.

Weaknesses: A generally strong collection, but with scope for developing more specific foci within this broad topic.

Current Collecting Foci: Increase to Comprehensive for San Antonio and South Texas, and strive to build Selective titles from other parts of the American Southwest. Focus on regional titles that have national impact, particularly publications documenting El Movimiento (the Chicano civil rights movement). Increase to Representative collecting for other areas of Mexican American History, especially those which intersect with other collecting areas.

San Antonio and Texas Fine Press Collection

Collection Level Goal: 4

Strengths: Encino Press; Texas Western Press under the leadership of Carl Hertzog; the Book Club of Texas; Pecan Grove Press; Trinity University Press; Maverick Publishing Company; Wings Press; and numerous small press poetry chapbooks housed in Rare Books but are part of the Naomi Nye Manuscript Collection, many of which were published by Texas small presses.

Weaknesses: The presses mentioned above do not constitute a complete list of small presses in South Texas.

Current Collecting Foci: Current standing orders will be maintained for the Book Club of Texas, Trinity University Press, and Wings Press. In the future, efforts may be made to identify other San Antonian and South Texas fine presses.

San Antonio Authors

Collection Level Goal: 5

This collection consists of literary output (fiction, poetry, drama, creative nonfiction, etc.) that features San Antonio as a central topic or setting, and is written by a San Antonio author. For the purposes of this collection, "San Antonio author" is defined as any writer with at least one published book, born in the city of San Antonio or Bexar County, or definitely associated with the city or county. For non-native writers, a definite association may include a substantial period of residence and/or a sustained topical focus on San Antonio. Authors whose writing focuses on San Antonio's history and culture are collected comprehensively, while authors whose sole association is birth or residence are collected selectively.

Strengths: San Antonio Authors Collection; John Igo Collection (works by himself and his students).

Weaknesses: This collection has suffered in the past from the lack of a clear definition of what constitutes a San Antonio author, and from the difficulty of identifying them.

Current Collecting Foci: Identifying and collecting works by San Antonio authors whose writing is substantially "about" the locale.

San Antonio History

Collection Level Goal: 5 for San Antonio; 3 for Alamo

Strengths: Local newspapers; select newsletters of community groups; local government publications.

Weaknesses: Coverage is thorough, but in some cases perhaps too much so. Exploration is needed to avoid excess duplication with other repositories in the area, particularly with respect to routine city publications. While the Rare Books Collection does contain a number of titles related to the history of the Alamo, the Daughters of the Republic of Texas library contains the most comprehensive coverage. In an attempt to avoid excessive duplication, UTSA will aim for enough materials to support instruction.

Current Collecting Foci: Strive for broad representation of San Antonio and South Texas individuals,

families, businesses, urban planning and growth, and the local tourism industry. This area also includes collecting on HemisFair '68. Preference for materials which intersect with other collecting areas.

Social Activism and Politics

Collection Level Goal: 4 for San Antonio and South Texas

Strengths: Titles related to activism focused on women, Mexican Americans, and African Americans.

Weaknesses: Although we have some material in this subject area that was collected because of its relevance to San Antonio's history and culture, this is a new collecting area and our existing holdings are relatively light.

Current Collecting Foci: Representative for San Antonio and South Texas, with broader geographic scope for collections that intersect with Mexican American History and Women's History. Continue to actively collect resources documenting LGBTQ activism in San Antonio and South Texas, and increase efforts to collect resources documenting African American activism in San Antonio and South Texas.

South Texas Archaeology

Collection Level Goal: 5 for CAR's output; 3 for South Texas

Strengths: Nearly complete run of UTSA Center for Archaeological Research (CAR) publications.

Weaknesses: Collection consists almost entirely of CAR publications, with little supplementary material.

Current Collecting Foci: CAR publications; historic titles relating to archeology in Texas.

Texas History

Collection Level Goal: 3 for Texas in general; 4 for South Texas

Strengths: John Peace Collection; broad coverage during the periods of Spanish Colonial, Mexican Republic, Republic of Texas, and Statehood; Texas involvement in the Civil War; the development and culture of the cattle economy; 20th century culture and politics.

Weaknesses: A generally strong collection, but with scope for developing more specific foci within this broad topic.

Current Collecting Foci: Continue to support broad topical coverage, but particular focus on history of the Spanish missions and Texas travel accounts, especially those written by women.

Tourism/Fairs and Festivals

Collection Level Goal: 5 for San Antonio fairs, festivals, and tourism.

Strengths: HemisFair materials (largely held in manuscripts collections); some peripheral material elsewhere in the collection; early 20th century San Antonio guidebooks and souvenirs.

Weaknesses: Relatively little material on the San Antonio Fiesta (with the exception of our holdings in the manuscript collections), Rodeo, Folklife Festival, Mud Fest, or other annual festivals in the area.

Very little coverage of the tourist and convention activities that form a large part of the city's economy.

Current Collecting Foci: Fairs and festivals in Central and South Texas (in conjunction with the manuscripts collections); analytical works on festivals as cultural events; tourism and conventions in San Antonio.

Women's History

Collection Level Goal: 5 for San Antonio, 4 for Texas

Strengths: San Antonio Authors Collection (includes works on Emma Tenayuca, Lila Cockrell, María Antonietta Berriozábal, and Mother Angelique Ayres); John Peace Collection (includes works on Millie Gray, Mary Austin Holley, and Mary A. Maverick).

Weaknesses: Little coverage of African American women and LGBTQ women.

Current Collecting Foci: Increase to Representative for Texas and Comprehensive for San Antonio. Focus on maintaining additions to current collections and broadening the representation of Mexican American, African American, and LGBTQ women in San Antonio and South Texas.

Static Collections

The following are areas of significant strength in our collections, but in which we are not currently collecting: western Americana not relating to the Southwest; Napoleonic France; 19th century English literature; History of Hydrogeology; water resource management; History of Renewable Energy Development; Yiddish Language. All of these areas have been assigned a collection level goal of 2. As this goal is met by our current holdings, the current active collecting level is 0 for these collections.

Digital Collections

As alluded to previously, digital collections play a role in both collection building and in making collections accessible. To address the latter first, opportunities to build online collections of digital facsimiles will be pursued in current collecting areas for which we are able to gain permission from copyright holders. Collections that we will continue to target in the near future include titles from the Mexican Cookbook Collection.

In conjunction with the Archives Unit, we are also looking into building collections of born-digital materials in these areas: San Antonio history and culture, Texan and Mexican cooking blogs, and fairs and fiestas. Other areas may be added as relevant, valuable born-digital material is identified.

Have a question?

For questions regarding the Rare Books Collection, please contact:

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