

Material Out of Scope for MSCC Retention

Titles allocated for MSCC retention should meet the retention rules agreed by MSCC member libraries and approved by the MSCC Executive Committee. Members are given the opportunity to review their retention commitment proposals before agreeing to their final allocation. However, due to the scale of titles allocated for retention it is not practical to review at the title level which means items that were out of scope for MSCC may have unintentionally been assigned for retention.

Material considered out of scope for MSCC include:

- titles that don't circulate (including reference material and titles held in special collections locations)
- titles with zero circulations
- titles available publicly in the HathiTrust
- multi-volume sets, if most volumes have no circs
- multi-volume sets, if the series isn't complete
- reference materials (e.g. encyclopedias and dictionaries) located in the circulating collections
- juvenile non-fiction
- ebooks
- government documents
- non-books (e.g. microforms, scores, and maps)
- theses and dissertations.
- republished journal articles or special issues of journals
- translated works of popular fiction/non-fiction
- exhibit catalogs and pamphlets (not related to Maine)
- board books
- outdated and superseded editions of textbooks and guides
- outdated medical content
- the works of certain publishers (see [Publisher list](#))

Members are permitted to remove commitments on out of scope material as they are identified. Members are not required to report on the removal of one-off retention commitments.

Members should remove retention commitment statements from their local catalogs and OCLC WorldCat. Specific details can be found in guidance on <http://www.maineinfonet.org/mscs>.