

Rare Books Policy

Introduction

The Rare Book Collection provides research opportunities beyond what the typical undergraduate library collection offers. Such opportunities include class visits, individual research appointments, and independent studies. Experiential learning takes place through “hands on” interaction with rare, unique, and primary documents. Special Collections provides additional learning experiences through collaboration with other campus departments and organizations such as the Art Department and the Eleanor D. Wilson Museum.

Collection Description:

The Rare Book Collection contains a wide array of subject matter and formats but with particular strengths in the following areas:

- Juvenile literature. Strengths within this area include Margaret Wise Brown and L. Frank Baum.
- Incunabula. These books, printed before 1501, clearly mark the transition from the manuscript tradition to modern printed books.
- Book arts. Artists’ books, private press and history of the book (including printing, paper, binding, and design).
- Henry Miller. An extensive collection of works by and about American author, Henry Miller (1891-1980).

Other areas of collecting interest:

- History of Hollins, including its alumnae, faculty, and others significant to Hollins. Local history that supports or complements Hollins history research is also part of this category.
- Women’s history, especially as it relates to the history of women’s education, civil rights, and southern women.
- Medieval manuscripts. A small but significant holding of leaves and codices.
- Books on papermaking, including collections of unique paper specimens.

In addition, books which require special care or security make up part of the Rare Book Collection. Examples of such items may include:

- Books in fragile condition,
- Miniature and oversize books,

- Boxed items with loose pieces,
- Pop-up or toy books

Acquisitions

Materials for the Rare Book Collection are acquired through:

- Donations,
 - Transfers from the general collection, and
 - Purchases.
- Donations must fit or complement our existing strengths or collecting interests.
(see collection description)
 - Transfers.
 - Books may be transferred from the general collection.
 - These materials are still needed for the library collection but have other characteristics that make them appropriate for a special collections environment. Examples include, but not limited to: scarcity, condition, uniqueness.
 - Purchases.
 - Purchases are coordinated with the library director or faculty and based on needs for research, classroom, or student use.
 - Purchases must fit or complement our existing strengths or collecting interests.
(see collection description)
 - Withdrawal of materials from Special Collections may occur if...
 - Item added before criteria developed/out of scope
 - Item determined not to merit a place in the rare book collection (i.e. no longer considered to be as valuable or scarce as once believed).
 - There are no factors involving their original donor or funding that would prohibit removal from the collection.
 - Items may either be...
 - Transferred to the general collection,

- Sent to Better World Books, or other organizations that accepts books,
- Sent to an institution that collects the material,
- Returned to donor if such an agreement is in place, or
- Sold?