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Title
Cleaning Cottages & Castles: Weeding Year-Round

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Authors
Peterman, Dana
Woo, Christina

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Criteria: Weeding & Retention Examples

**Arts & Humanities**
- Transfer offsite well-indexed items and/or those with good finding aids.
- Keep specific bound journals in paper in response to faculty request despite library holdings online.
- Ignore age.

**Social Sciences**
- Remove materials that are not well-indexed.
- Remove nearly all foreign language materials.

**Engineering, Medicine and Science**
- In medicine, remove most materials 5 years and older. However, keep older materials in mathematics and chemistry. Math and physics researchers tend to compare the treatment of a single topic in multiple works and editions.
- Pull foreign language titles, which were previously in high demand.
- Ignore citation frequency and cost per use.

Criteria: Weeding & Retention Examples: Disciplinary Differences

**Communication & Organization**
- Appoint a coordinator to oversee the involvement of bibliographers.
- Use a panel discussion of successful weeder to inspire others.
- Speak about weeding to all bibliographers individually and in meetings.
- Create a weeding presence online (wiki, guide, blog, LibGuide).
- Talk and email about the successful completions of weeding projects.
- Show the consequences of weeding and not weeding in visual and dramatic ways.
- Give concrete ideas that can be applied while weeding (e.g., 8 inches for every shelf).
- Spread out the weeding over several bibliographers in more than one location.

**Cleaning Cottages & Castles: Weeding Year-Round**

Dana Peterman
Research Librarian for Cognitive Sciences, Education and Psychology

Christina Woo
Research Librarian for Women’s Studies, Chicano/Latino Studies, Linguistics and Athletics