

Chung Yuan Christian University Chang Ching Yu Memorial Library

Language Book Selection Regulations

99.11.18 99 學年度第 1 次圖書館委員會議通過
101.11.21 101 學年度第 1 次圖書館委員會議修正
102.05.07 101 學年度第 2 次圖書館委員會議修正

1. Objective:

In order to establish high-quality Chinese and foreign language collections, satisfied the requirement of student and faculty in teaching, research and learning, implementation of holistic education philosophy, and enhance cultural literacy, so the regulation is made.

2. Book selection regulations:

- a. Book selection should be in line with CYCU library resource development policy.
- b. Library collection is one (1) original book and may have maximum three (3) copies. Number of copies of reading field project material is depending on the demand and not limited to three (3) copies.
- c. In addition to special teaching and research, follow the latest edition of acquisition regulation.
- d. Latest edition of e-book; Acceptance of book donation is consider to the latest edition or previous edition.
- e. Popular fiction novel and winner prize (such as Nobbles prize, Pulitzer prize and Golden Tripod award) may have two (2) books.
- f. Book with multimedia file and CD-ROM.
- g. Textbook and teaching materials of elementary and junior high are not to be collected.

3. Table of book selection level

Four criteria of book selection as below:

| Level | Description |
|---------------------------|--|
| 「1」 Full acquisition | Published on the procurement. |
| 「2」 Preferred acquisition | After selection of the importance and secondary work of author, and quantity of book does not exceed 60% of the principle. |
| 「3」 Delicate acquisition | After selection of representative works, and quantity of book does not exceed 20% of the principle. |
| 「4」 Exclusion acquisition | Not selected. |

4. Books Category

Reference “China book classification Act” and “The United states library of congress classification”, divided into twenty two (22) categories book selection level as follow:

| Classification | Category | Level | | | |
|-------------------------------|--|----------|----------|---------|----------|
| | | Mandarin | | English | |
| | | Buy | Donation | Buy | Donation |
| Generalities | Library & Information Science | 1 | 1 | 1 | 1 |
| | Sinology | 2 | 1 | 2 | 1 |
| | Encyclopedia & Dictionary | 1 | 1 | 1 | 1 |
| | Thesis, Dissertation | 1 | 1 | 1 | 1 |
| Philosophy, Psychology | Chinese Philosophy | 1 | 1 | 1 | 1 |
| | Oriental Philosophy | 1 | 1 | 1 | 1 |
| | Western Philosophy | 1 | 1 | 1 | 1 |
| | Psychology | 1 | 1 | 1 | 1 |
| | Applied Psychology | 2 | 1 | 2 | 1 |
| | Ethics | 1 | 1 | 1 | 1 |
| Religion, Superstition | Christianity Thought | 1 | 1 | 1 | 1 |
| | Bible | 1 | 1 | 1 | 1 |
| | Christian Theology | 1 | 1 | 1 | 1 |
| | Buddhism | 3 | 3 | 3 | 3 |
| | Taoist | 3 | 3 | 3 | 3 |
| | Other Religions | 3 | 3 | 3 | 3 |
| | Supernatural, Fortune Tellers | 4 | 4 | 4 | 4 |
| Natural Sciences | Mathematics | 1 | 1 | 1 | 1 |
| | Physics, Astronomy | 1 | 1 | 1 | 1 |
| | Chemistry | 1 | 1 | 1 | 1 |
| | Biological Science (including biotechnology, bioenvironmental) | 1 | 1 | 1 | 1 |
| | Anthropology | 3 | 3 | 3 | 3 |
| Computer Science and Internet | Internet Network Communication | 1 | 1 | 1 | 1 |

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|-------------------------------|---|---|---|---|---|
| | Hardware | 1 | 1 | 1 | 1 |
| | Software | 1 | 1 | 1 | 1 |
| | Office Software | 1 | 1 | 1 | 1 |
| | Operating System | 1 | 1 | 1 | 1 |
| | Programming Language | 1 | 1 | 1 | 1 |
| Medical Science | Chinese Medicine | 2 | 1 | 2 | 1 |
| | Pharmacology & Therapeutics | 2 | 1 | 2 | 1 |
| | Pathology | 2 | 1 | 2 | 1 |
| Domestic Arts | Household Furnishings and Facilities | 2 | 1 | 3 | 2 |
| | Clothes and Accessories, Beauty Culture | 3 | 3 | 3 | 3 |
| | Wellness, Recipe | 3 | 3 | 3 | 3 |
| | Handicrafts, Arts and Crafts | 3 | 3 | 3 | 3 |
| Engineering | Civil Engineering | 1 | 1 | 1 | 1 |
| | Architecture Engineering | 1 | 1 | 1 | 1 |
| | Mechanical Engineering | 1 | 1 | 1 | 1 |
| | Electrical Engineering | 1 | 1 | 1 | 1 |
| | Electronic Engineering | 1 | 1 | 1 | 1 |
| | Chemical Engineering | 1 | 1 | 1 | 1 |
| Administration and Management | Business Management | 1 | 1 | 1 | 1 |
| | Marketing | 2 | 1 | 2 | 1 |
| | Leadership | 1 | 1 | 1 | 1 |
| | Accounting | 1 | 1 | 1 | 1 |
| | Investment, Financial Planning | 3 | 2 | 3 | 2 |
| 3C | Innovation | 1 | 1 | 1 | 1 |
| | Entrepreneurship | 1 | 1 | 1 | 1 |
| | Creativity | 1 | 1 | 1 | 1 |
| Social Science | Culture | 2 | 1 | 2 | 1 |
| | Education | 1 | 1 | 1 | 1 |
| | Social Issues | 2 | 1 | 2 | 1 |
| | Political Science | 3 | 1 | 3 | 1 |
| | Law | 1 | 1 | 1 | 1 |
| | Economics | 1 | 1 | 1 | 1 |

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| | International Trade, Commerce | 1 | 1 | 1 | 1 |
| | Finance | 1 | 1 | 1 | 1 |
| | International Relations, Military Science | 2 | 1 | 2 | 1 |
| Learning Methods | Research Methods | 1 | 1 | 1 | 1 |
| | Thesis Writing | 1 | 1 | 1 | 1 |
| Foreign Study Information | Foreign School Guide | 1 | 1 | 1 | 1 |
| | Foreign Study Guidline | 1 | 1 | 1 | 1 |
| Statistical Material, Report, Proceedings | Statistical Material | 1 | 1 | 1 | 1 |
| | Research Report, Investigation Report | 1 | 1 | 1 | 1 |
| | Proceedings | 1 | 1 | 1 | 1 |
| History and Geography | General History of China | 2 | 1 | 2 | 1 |
| | Chinese History by Period | 2 | 1 | 2 | 1 |
| | History of Chinese Civilization | 2 | 1 | 2 | 1 |
| | World:General History and Geography | 2 | 1 | 2 | 1 |
| | Chinese Biography | 2 | 1 | 2 | 1 |
| | World Biography | 2 | 1 | 2 | 1 |
| Linguistics | English Learning | 1 | 1 | 1 | 1 |
| | Chinese Learning | 1 | 1 | 1 | 1 |
| | Japanese Learning | 2 | 1 | 2 | 1 |
| | French Learning | 2 | 1 | 2 | 1 |
| | German Learning | 2 | 1 | 2 | 1 |
| | Spanish Learning | 2 | 1 | 2 | 1 |
| | Others | 3 | 1 | 3 | 1 |
| Literature , Fictions | Literature | 2 | 1 | 2 | 1 |
| | Poetry & Lyric | 2 | 1 | 2 | 1 |
| | Prose, Opera | 2 | 1 | 2 | 1 |
| | Chinese Fiction | 3 | 2 | 3 | 2 |
| | Western Fiction | 3 | 2 | 3 | 2 |
| | Chivalry Fiction | 3 | 2 | 3 | 2 |
| | Science Fiction | 3 | 2 | 3 | 2 |
| Comics, Figures, | Picture Book | 3 | 2 | 3 | 2 |

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|--------------------------------|--|---|---|---|---|
| Pictures, Illustrated Books | Comics | 3 | 2 | 3 | 2 |
| | Children's Book | 3 | 3 | 3 | 3 |
| Arts, Design, Esthetics | Arts | 1 | 1 | 1 | 1 |
| | Architecture | 1 | 1 | 1 | 1 |
| | Photography | 2 | 1 | 2 | 1 |
| | Sculpture, Calligraphy and Painting | 1 | 1 | 1 | 1 |
| | Interior Design | 1 | 1 | 1 | 1 |
| | Performing Arts | 2 | 2 | 2 | 2 |
| | Scores | 4 | 4 | 4 | 4 |
| Travel, Recreation | Travel Guide | 3 | 2 | 3 | 2 |
| | Movies | 3 | 2 | 3 | 2 |
| | Outdoor Games | 3 | 2 | 3 | 2 |
| | Indoor Games | 3 | 2 | 3 | 2 |
| Exam Archive, Answers | Exam Archive, Answers | 2 | 1 | 2 | 1 |
| Qualification Examination | Language Exams | 1 | 1 | 1 | 1 |
| | Technician Exams | 1 | 1 | 1 | 1 |
| | Certificate Exams | 1 | 1 | 1 | 1 |
| | Graduate Exams | 1 | 1 | 1 | 1 |

5. The regulation and any amendments to them shall become effective after approval of the library committee meeting.