Regent's Park College

Collection policy

David Nicholls Memorial Collection

1. Introduction

The David Nicholls Memorial Collection (referred to as the Collection) is based on the private collection of Britain's foremost Haiti expert, the late Dr David Nicholls, 1936-1996. It comprises of over 4,000 volumes, the majority of which deal specifically with Haiti, the Dominican Republic and other Caribbean societies, in addition to David Nicholls' collection of theological, sociological and political works. More recently, we have received extensive book donations from Professor Colin Clarke and Malcolm Cross, covering the politics, culture and society of Jamaica, Puerto Rico, Cuba and other aspects of the West Indies.

The Collection is housed at Regent's Park College, Oxford and is managed by the College Librarian under the auspices of the David Nicholls Memorial Trust (DNMT).

Professor Colin Clarke has also deposited a large collection of his personal papers relating to Trinidad and Jamaica with the Weston Library at the Bodleian Libraries, Oxford. You can find details of this collection at http://www.bodley.ox.ac.uk/dept/scwmss/wmss/online/modern/clarke-colin/clarke-colin.html

2. Methods of acquisition

We generally receive material from external sources as gifts (ownership is transferred to the David Nicholls Memorial Collection), however, the David Nicholls Memorial Trust also has funds available for the purchase of new books, especially publications not readily available in the UK. Recommendations for purchase should be made directly to the DNMT in the first instance for evaluation and approval.

The College Librarian shall, in consultation with individual donors and the DNMT, evaluate and select only material that complements the existing Collection or that fills any gaps in the Collection's coverage. Any duplicate or ephemeral material identified in the course of its assessment may be returned to the donor, destroyed in a secure manner, or, if the material is not required, we reserve the right to dispose of books through our book recycle company. Where appropriate, we may also add any general books on politics, theology, sociology and philosophy to the main Regent's Park College Library.

We will not normally accept and process personal papers or archive material, with the exception of David Nicholls' personal papers, which form part of the core Collection.

We aim to assist donors in finding the most appropriate home for their books and may redirect them towards another Library or collection if their books would be better suited there.

3. Access to the Collection

The main users of the Collection are students, academics, researchers and members of the public.



Visitors wishing to consult the Collection should contact the College Librarian in advance to make an appointment, library@regents.ox.ac.uk. Where travel to Oxford is difficult, it is possible for researchers to borrow items and have them posted to their University Library. This is only available within the UK and is at the discretion of the College Librarian and the DNMT trustees. Please refer to **Borrowing from DNMC** for details.

4. Scope of the Collection

The core Collection covers the following:

- Haiti, the Dominican Republic, Jamaica, Cuba and other Caribbean societies
- Latin America
- Church, State and society
- Liberation theology
- The pluralist state
- Specialist Latin American and Caribbean periodicals.

In order to maintain the integrity of the David Nicholls Memorial Collection we will normally only accept the following types of material:

- Books relating to Caribbean society, culture and politics
- Maps, posters, newsletters and publications relating to historical, political and social issues in the Caribbean
- Caribbean pamphlets and tracts.

Due to lack of space in the David Nicholls Memorial Room, we are unable to accept the following:

- Short runs of periodicals, especially when readily available elsewhere in Oxford or online
- Ephemera, unless specifically related to material in core Collection
- Duplicate copies
- Personal papers, apart from David Nicholls own papers
- Offprints or photocopies of published books, periodicals or other works

Antiquarian material and artefacts may be accepted at the Librarian's discretion.

5. Assessment of potential donations

We will discuss potential donations with both the donor and the DNMT before we accept the donation. This will help us to determine whether the books and other material complement or enhance the David Nicholls Memorial Collection and we will be able to identify duplicate material at this stage. However, in practice, it may not always be possible to undertake a detailed assessment of the material until the point of accessioning or cataloguing.

In assessing potential donations, we will take into account:

- The amount of space required to store the material

- The amount of time needed to process the material
- Whether the material may be more appropriately housed elsewhere
- Any duplicate or ephemeral material identified in the course of assessing or cataloguing a potential donation.

6. Responsibilities

We have an obligation to store, conserve and make accessible the books and papers that form the David Nicholls Memorial Library in our custody in accordance with current professional standards.

We will accession and catalogue donations and new purchases as soon as practicable. All catalogued book records will be made available to the public via Oxford University's online library catalogue, SOLO.

7. Related documents

Borrowing from DNML

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