The Department of Civil Engineering offers undergraduate course work in all major fields of Civil Engineering, and graduate degree programs leading to the MS, M. Engr, and Ph.D.

1. Purpose

To support the research and teaching needs of students and faculty in the field of Civil Engineering.

Primary Users:
- Undergraduate Civil Engineering majors
- Civil Engineering graduate students
- Faculty (http://www.ce.clemson.edu/People/CEFaculty.htm)

Secondary Users:
- Construction Science & Management students and faculty (from School of Architecture)
- Students from other Clemson Engineering disciplines (and the environmental sciences)
- Alumni and community members seeking information in Civil Engineering

Civil Engineering Graduate Programs:
http://www.ce.clemson.edu/CEGraduateLink.htm

Civil Engineering Undergraduate courses:
http://www.ce.clemson.edu/Undergraduate/Undergrad9900Curriculum.htm

2. General Collection Guidelines:

Types of Materials Included:

Books, including the following:
- Monographs
  Individual books on subjects of interest to Clemson’s users will be selected on a title-by-title basis. There is no automatic ordering in place for items from any particular society or publisher.

- Proceedings
  Collections of papers presented at meetings and conferences. Some proceedings are included as a yearly standing order in the Information Access Committee’s serials purchases – all others are selected on a title-by-title basis.
Career guidance materials
Salary surveys and guides to engineering careers are purchased for the Reference Collection on a yearly basis.

Textbooks and Study Guides
Textbooks used in Clemson classes will not be purchased solely for that reason, unless they are deemed to be otherwise really useful. Study guides and books of solved problems in Engineering subjects will also be purchased on a regular basis.

Data Collections
Print and electronic compilations of data (such as properties of materials or weather observations) useful to Civil Engineers will be a high priority for purchase.

Standards
New ANSI standards are currently received by monthly subscription. ASTM standard sets will be purchased at least every three years. All other standards of interest to Civil Engineers will be obtained through interlibrary loan.

Professional Exam Review Materials
EIT and PE exam review books will be purchased (housed in Cooper Library Reserves), and updated on a regular basis.

Theses and Dissertations:
Two copies of all theses and dissertations written by Clemson University students will be kept: one in Cooper Library and one in Special Collections. The need for theses and dissertations written at other universities will be addressed through Interlibrary Loan, although in rare cases an outside dissertation relevant to Clemson research may be purchased.

Journals
Print and electronic.

Subject and Periodical Indexes and databases including the following:
- Engineering Index
- Applied Science and Technology Index
- Current Contents
- Ingenta
- LEXIS

Language
Books will be purchased in English, unless otherwise requested by a faculty member.

Date of Publication
Emphasis will be on books published within the last two years. Exceptions for older titles would be made for books requested by faculty members, or books that have been targeted through analysis of interlibrary loan requests.

Geographical Guidelines
Focus will be on American engineering practice, although outstanding titles from Canada, Australia, Europe, and Asia will not be excluded.
Chronological Guidelines
Selections will focus on current engineering research and practice. Works about the history of Engineering will be purchased sparingly (usually the history of specific engineering projects).

Format
Wherever possible, reference works, indexes, and journals will be purchased in electronic format and made available from the Libraries' Web site for access by students and faculty, on and off campus. Appropriate materials (such as interactive anatomy publications) will be purchased on CD-ROM.

3. Access to Material not Available at Clemson

Interlibrary Loan (ILL)
ILL is the primary access point for materials not owned or accessible by the Libraries. This service is free to Clemson University students, faculty, and staff.

Commercial Document Suppliers
Some articles from journals not held in the library are also available free of charge to Clemson University students, faculty, or staff, through commercial document suppliers such as Ingenta.

4. Selection, Evaluation and Assessment Tools

- Circulation statistics
- Interlibrary Loan Statistics
- Analysis of theses & dissertations completed by Civil Engineering students at Clemson University
- Books for College Libraries
- Book Review Sources e.g. Choice
  Online bookstores, e.g. amazon.com or bn.com
  Current issues of subject journals (many professional journals have monthly book reviews)
  Recommendations from ELDNET (engineering librarian electronic mailing list and web site)
- Approval Plans (notification slips of new books published by most technical and academic publishers are supplied by Yankee Book Peddler to alert the librarians and faculty to possible purchases).
- Publisher’s Catalogs & Web Pages
- Faculty Requests and Recommendations

5. Deselection (Weeding) Guidelines

Duplicate copies of books published before 1980, which have not circulated in ten years, and material that is clearly outdated, will be considered for weeding. Also, books that are in such bad conditions that they cannot be repaired will be weeded, and replacement copies, if available, will be purchased for important titles.
6. Library of Congress Call Numbers, Classification, and Collecting Levels

Because of the multidisciplinary nature of engineering education at Clemson, assignment of Library of Congress Call numbers to specific Engineering departments is somewhat arbitrary. However, there are five major call number subject ranges traditionally attached to Civil Engineering (TA, TC, TE, TF, and TG) and two others shared with other disciplines (TD and TH).

<table>
<thead>
<tr>
<th>Call Number Range</th>
<th>Subject</th>
<th>Collecting Level</th>
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<tbody>
<tr>
<td>TA 1-2040</td>
<td>Engineering (General). Civil engineering (General)</td>
<td>Undergraduate/graduate</td>
</tr>
<tr>
<td>TC 1-978</td>
<td>Hydraulic Engineering</td>
<td>Undergraduate/graduate</td>
</tr>
<tr>
<td>TE 1-450</td>
<td>Highway Engineering (Highway engineering. Roads and pavements)</td>
<td>Undergraduate/graduate</td>
</tr>
<tr>
<td>TF 1-1620</td>
<td>Railroad Engineering (Railroad engineering and operation)</td>
<td>Undergraduate/graduate</td>
</tr>
<tr>
<td>TG 1-470</td>
<td>Bridge engineering</td>
<td>Undergraduate/graduate</td>
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**Auxiliary Collection Areas:**

Most TD books support the Environmental Engineering students and faculty, although they are also used by CE students and faculty: (See Environmental Engineering and Science information access policy for holding details).

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<tr>
<th>Call Number Range</th>
<th>Subject</th>
<th>Collecting Level</th>
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<tbody>
<tr>
<td>TD 1-1066</td>
<td>Environmental Engineering (Environmental technology. Sanitary engineering)</td>
<td>Undergraduate/graduate</td>
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Most books in the TH call number ranges are selected and held by the Gunnin Architecture Library to support the Construction Science and Management (CSM) program. The materials may be used by either CSM or CE students.

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<tr>
<th>Call Number Range</th>
<th>Subject</th>
<th>Collecting Level</th>
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<tr>
<td>TH 1-9745</td>
<td>Building Construction</td>
<td>Undergraduate/graduate</td>
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