I. Purpose: To support research and teaching needs leading to the Bachelor of Science degree in Geology.

A. The undergraduate Geology systems program is oriented toward equipping the student with the knowledge of geological concepts and research methods. Areas of study are Traditional Geology, Environmental Geology and Engineering Geology.

B. Primary Users:
   Undergraduates majoring in geology, environmental engineering or physics
   Undergraduates taking geology courses
   Geology Faculty

Secondary Users
   Undergraduates from all colleges
   Graduate students from all colleges
   Faculty from related disciplines
   Staff working in the areas of Geology

II. Scope of In-House Collection

A. Formats Guidelines

1. Print Sources
   Collecting efforts will focus primarily on purchasing print sources (monographs.) If funds are available, additional copies may be purchased when a book exceeds the recall limit as defined by the Circulation Unit.

2. Electronic Sources
   Electronic sources (CD-ROMs, remote databases (web access preferred), etc.) will be obtained when economically feasible and if they provide better access than printed sources.

3. Types of materials which will be selected

   Bibliographies: Narrow subject scope bibliographies will be selected only when appropriate to the focus of the collection.
Guidebooks, handbooks and workbooks: Books targeted for specific geological subjects will be purchased. Books targeted for a practitioner in other fields (such as, “Geology for petroleum engineers”) will not normally be purchased.

Histories: Only major works on the history of Geology will be obtained.

Journals: Every effort will be made to preserve the current journal collection and to add new titles as funds allow. Evaluation tools and surveys of the faculty will be used to identify needed core journals.

Periodical Indexes: Current Contents, GeoRef, Science Citation Index and Chemical Abstracts will be made available. The preferred format is electronic with web based access.

Textbooks: Textbooks, which are used in classes taught at Clemson, will not be specifically purchased. Textbooks may be obtained if they are deemed appropriate in supporting the curriculum.

Clemson Authors: Materials published by Clemson University Authors are not given priority.

B. Language Guidelines
Only English language materials will normally be obtained.

C. Geographical Guidelines
Priority will be given to South Carolina, Northeast Georgia, and South Western North Carolina. Secondary priority will be the Eastern United States. Normally, geological works specific to a foreign country will not be obtained.

D. Chronological Guidelines
Selecting will focus on current, up-to-date information.

E. Publication Date Guidelines
Generally the selector will purchase materials published within the last two years. Materials requested by faculty members or highly recommended in a review source will be considered regardless of publication date.

F. List of journals ranked “Core” or “Research” by the faculty:
All geological journals, currently subscribed to by the Libraries, are core or research journals. Emphasis should be placed on increasing the periodical collection—either in print or electronically.
III. Primary Subject Classifications—LC Call Numbers:
   A. QE
   B. TP

IV. Access to Information not Available On-Site
   A. Personal Contact
      Most faculty and graduate students prefer to use e-mail to contact the authors of needed materials and updates on published articles.
   B. InterLibrary Loan
      ILL is the main source for monographic material.
   C. Internet Access (InGenta, etc.)
      Online archives of material will be made available if economically feasible. Deposit accounts will be made, if feasible, to reduce retrieval times.

V. Selection Tools to Be Used
   A. Faculty Requests
      Faculty requests will normally be given the highest priority for ordering.
   B. Review Sources
      Choice
      Library Journal
   C. Approval Slips from Yankee Book Peddler
   D. Subject searching of BIP and Amazon.com
      High interest fields will be searched for new materials on the above systems.
   E. Publisher’s Catalogs and Announcements

VI. Weeding
Weeding will center on removing duplicate copies of books published ten years prior to the current date that have not circulated within the last 5 years. Due to the need to maintain materials for historical research and/or reference, older materials may be kept even if they have not circulated recently.

VII. Evaluation Tools
   A. Circulation, Recall, etc.
   B. Reports created by Systems.
   C. SSCI Journal Citation Reports
   D. Books for College Libraries
   E. Magazines for College Libraries
F. Faculty Teaching and Research Interest Surveys

VIII. Collection Assessment and Planning

A. Qualitative Measures

1. Bibliographies
2. Benchmark Projects

Benchmark Institutions: Auburn, Georgia Tech, Iowa State, Michigan St., NC State, Purdue, Texas A&M, Univ. of CA, Davis, Virginia Tech.

B. Quantitative Measures

1. Circulation Statistics
2. Budget comparisons with Benchmark Institutions.