I. Purpose: To support research and teaching needs leading to the Bachelor of Arts in Political Science, as well as shared support for the Master of Public Administration.

A. The undergraduate political science program is designed to meet the needs of students desiring a broad general education, with emphasis on the humanities, as preparation for intelligent citizenship, general commercial and industrial life, government service, and teaching. The curriculum also provides an excellent background for the study of law and journalism. The Department of Political Science offers courses in American government and law, parties and elections, state and urban politics, political theory, comparative government, public administration and international relations.

The Political Science Department participates with the Department of Government and International Relations at the University of South Carolina in offering the joint professional degree, Master of Public Administration. Courses for this program are taught only at the University Center of Greenville, S.C. The objectives of the joint MPA Degree Program are to train qualified students for careers in governmental services and related areas and to enhance the background and skills of those already in positions in the public, private, and nonprofit sectors.

B. Primary Users:
Undergraduate majors: 300 students enrolled fall 2001
Masters students: 63 students enrolled fall 2001
Political Science Department faculty: 13 faculty fall 2001

Secondary Users:
Undergraduates majoring in secondary education; those choosing Political Science as a minor
University and community patrons interested in legal issues

II. Scope of In-House Collection

A. Format Guidelines
   - Print Sources: Books and journals will be the primary formats collected.
   - Electronic Sources: online journals supplied through JSTOR, Project Muse and other providers; electronic books via netLibrary; databases purchased for the reference collection

B. Language Guidelines
   Generally, only English-language materials will be purchased. Exceptions may be made for outstanding relevant materials

C. Geographical Guidelines
   - Primary focus is on the United States and its international relations
   - Other world regions of interest include Europe and the United Kingdom, the Middle East, the Americas, and East Asia

D. Chronological Guidelines
   Emphasis is on the 20th and 21st centuries, with appropriate works on political theory from any period
E. **Publication Date Guidelines**
Books published within the last three years will be selected, with exceptions where appropriate

F. **Special Types of Materials Included**
Periodical Indexes (purchased from serial funds)

*America: History & Life* online  
*CSA Political Science & Government* (formerly *ABC Pol Sci*) Ref Z7161 .A214  
*Current Contents* online  
*Expanded Academic* online  
*Index to Legal Periodicals*  
*Ingenta UnCover Plus* online  
*LegalTrac* online  
*Lexis-Nexis Academic Universe* online  
*PAIS International* online  
*Social Sciences Citation Index (Web of Science)* online  
*Social Sciences Index* Ref AI3 .I613

Directories, Dictionaries, Encyclopedias, Handbooks:

*Almanac of American Politics* Ready Ref JK1012 .A44  
*Europa World Yearbook* Ready Ref JN1 .E85  
*Political Handbook of the World* Ref JF37 .P76 1999  
*Statesman’s Yearbook* Ref JA51 .S79  

Government Publications:  
A broad range of legislative, executive and judicial materials from both Federal and South Carolina state governments. Our library serves as a shared depository for Federal publications and receives approximately 80% of all available depository items. They are listed in the online catalog.

G. **Types of Materials Excluded**
Textbooks: Books assigned as required texts for Clemson University classes will not be purchased deliberately. Other textbooks may be acquired when they support the curriculum.

H. **List of Core Journals/Magazines/Electronic Journals** (current subscriptions only):

**Political Science:**

*Administrative Science Quarterly* HD28 .A25 1968 -  
*Administration & Society* JA3 .J65 1974 -  
*American Behavioral Scientist* H1 .A51b 1964 -  
*American City & County* HT101 .A5 1975 -  
*American Journal of Political Science* JA1 .M5 1973 -  
*American Political Science Review* JA1 .A51 1906 -  
*American Politics Research* JK1 .A48 1974 -  
*Annals of the American Academy of Political & Social Science* H1 .A51 1890 -  

*Brookings Review* Online - EA 1992 -
Canadian Journal of Political Science  JA4.C21  1968 -  
Cato Journal  HC1.C34  1983 -  
Comparative Political Studies  JA3.C65  1968 -  
Comparative Politics  JA3.C67  1968 -  
Congressional Digest  JK1.C74  1926 -  
CQ Researcher  H35.E23  1991 -  
CQ Weekly  JK1.C15  1998 -  
Current History  D501.C97  1941 -  
Foreign Affairs  D1.F7  1922 -  
Foreign Policy  E744.F75  1970 -  
Gallup Poll Monthly  HM261.A1G34  1989 -  
In Brief: A Newsletter for South Carolina  SC Doc B8595Di3.I51  1996 -  
State Agency Directors  
International Affairs  JX1.I53  1969 -  
International Organization  JX1901.I61  1947 -  
International Studies Quarterly  D839.B2  1986 -  
Journal of Common Market Studies  HC241.J6  1985 -  
Journal of Democracy  Online - EJ  1995 -  
Journal of Policy Analysis and Management  H1.J57  1981 -  
Journal of Political Science  JA1.J6  1973 -  
Journal of Politics  JA1.J8  1939 -  
Journal of Public Administration  JA1.J62  1996 -  
Journal of Social, Political & Economic Studies  H1.J6  1981 -  
Latin American Politics & Society  E11.J8i  1970 -  
National Journal  JK1.N28  1975 -  
National Interest  E840.N34  1987 -  
Orbis  D839.O68  1966 -  
Perspectives on Political Science  JA1.P47  1990 -  
PM: Public Management  ARCH JS39.P97  1968 -  
Policy Review  H1.P69  1977 -  
Policy Studies Journal  H1.P72  1976 -  
Political Communication  JF1525.P8P64  1995 -  
Political Quarterly  JA8.P72  1969 -  
Political Research Quarterly  JA1.W52  1993 -  
Political Science Quarterly  H1.P76  1886 -  
Political Theory  JA1.A1P64  1973 -  
Polity  JA3.P76  1968 -  
Presidential Studies Quarterly  JK501.C44  1986 -  
PS: Political Science & Politics  JA1.P28  1977 -  
Public Administration Quarterly  JA1.S64  1983 -  
Public Administration Review  JK1.P97  1948 -  
Public Finance Review  HJ101.P8  1997 -  
Public Interest  JC501.P97  1965 -  
Public Opinion Quarterly  HM261.P97  1937 -  
Public Personnel Management  HF5549.A2P42  1973 -  
Publius  JK1.P88  1978 -  
Research in Public Administration  JA1.R374  1999 -  
Review of Politics
SAIS Review
Science & Society
Theory & Event
Third World Quarterly
World Affairs
World Politics

Law:
ABA Journal
American Business Law Journal
American Journal of Legal History
Antitrust Bulletin
Biotechnology Law Report
Boston College Environmental Affairs Law Review
California Law Review
Columbia Law Review
Cornell Law Review
Ecology Law Quarterly
Emory Law Journal
Environmental Law
Estate planning
Georgia Law Review
Harvard Civil Rights/Civil Liberties Law Review
Harvard Journal of Law & Public Policy
Harvard Law Review
International Review of Law & Economics
Journal of College & University Law
Journal of Criminal Law & Criminology
Journal of Law & Economics
Journal of Law & Education
Journal of Law, Economics & Organization
Journal of Law, Medicine & Ethics
Journal of Legal Studies
Journal of Maritime Law & Commerce
Labor Law Journal
Land & Water Law Review
Land Use & Environment Law Review
Law & Contemporary Problems
Law & History Review
Law & Human Behavior
Law & Philosophy
Law & Society Review
III. Call Numbers, Primary Subject Classifications, and Collecting Levels:

<table>
<thead>
<tr>
<th>Call Number Range</th>
<th>Description</th>
<th>Collecting Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>J1-82</td>
<td>General legislative &amp; executive papers (US only)</td>
<td>Advanced Instructional Support</td>
</tr>
<tr>
<td>JA 1-92</td>
<td>Political Science (general)</td>
<td>Intermediate Instructional Support</td>
</tr>
<tr>
<td>JC</td>
<td>Political Theory</td>
<td>Basic Information Level, Advanced</td>
</tr>
<tr>
<td>JF</td>
<td>Political Institutions (general)</td>
<td>Basic Information Level, Advanced</td>
</tr>
<tr>
<td>JK1-9993</td>
<td>Political Institutions (US)</td>
<td>Intermediate Instructional Support</td>
</tr>
<tr>
<td>[JK401-1685</td>
<td>Public Administration</td>
<td>Advanced Instructional Support</td>
</tr>
<tr>
<td>JL, JN, JQ</td>
<td>Political Institutions (world)</td>
<td>Basic Information Level, Introductory</td>
</tr>
<tr>
<td>JV</td>
<td>Colonies &amp; colonization</td>
<td>Basic Information Level, Advanced</td>
</tr>
<tr>
<td>JX</td>
<td>International Law</td>
<td>Out of Scope</td>
</tr>
<tr>
<td>JZ</td>
<td>International Relations</td>
<td>Basic Information Level, Introductory</td>
</tr>
<tr>
<td>K</td>
<td>Law in general</td>
<td>Basic Instructional Support</td>
</tr>
<tr>
<td>KB</td>
<td>Law of ancient world</td>
<td>Basic Information Level, Introductory</td>
</tr>
<tr>
<td>KF</td>
<td>Federal law</td>
<td>Intermediate Instructional Support</td>
</tr>
<tr>
<td>KFS</td>
<td>South Carolina law</td>
<td>Intermediate Instructional Support</td>
</tr>
<tr>
<td>KQ</td>
<td>History of law</td>
<td>Minimal with uneven coverage</td>
</tr>
<tr>
<td></td>
<td>All other Ks</td>
<td>Out of Scope</td>
</tr>
</tbody>
</table>

IV. Access to Information Not On-Site
A. Interlibrary Loan:  The primary means of access for books and conference proceedings not owned by the Libraries will be traditional Interlibrary Loan. Journal articles not needed immediately or unavailable through the Ingenta Uncover service may also be acquired by this method. This service is free to Clemson University students, faculty, and staff.

B. Commercial Document Suppliers
Clemson University students, faculty, or staff may use the Ingenta Uncover service to have journal articles not owned by the Libraries faxed to their own or Cooper Library’s facsimile machines free of charge. Free document delivery via other commercial document suppliers will be provided if the needed information is not available from Ingenta or traditional Interlibrary Loan sources.

C. Internet Sites via the World Wide Web:

- United States Congress: thomas.loc.gov
- The White House: http://www.whitehouse.gov/
- Political Science Resources on the Web: http://www.polisci.com/
- PoliSci.com: http://www.polisci.com/
- Political Information: http://www.politicalinformation.com/
- Project VoteSmart: http://www.vote-smart.org/
- Brookings Institution: http://www.brookings.org/
- Electronic Policy Network: http://www.epn.org/
- Cato Institute: http://www.cato.org/
- Internet Legal Research Compass: vls.law.vill.edu/compass/
- FindLaw: http://www.findlaw.com/
- WWW Virtual Law Library: http://www.law.indiana.edu/v-lib/
- Legal Information Institute at Cornell: http://www.law.cornell.edu/

V. Selection Tools

A. Faculty Requests and Recommendations

B. Approval Slips from Yankee Book Peddler

C. Reviewing Sources

D. Publishers’ Information
   Catalogs and web sites of important publishers in the field: academic presses, Westview, Greenwood, CQ Press, etc. Includes books and lists viewed at conferences.
   Other online sources for publisher information: Books in Print Plus; Yankee Book Peddler’s GOBI system; Amazon.com, BarnesandNoble.com, etc.

E. Weeding (Discarding) Guidelines
   Physically damaged books that cannot be repaired and duplicate copies of books published before 1990 will be weeded. Books that have not circulated during the past 10 years are also candidates for weeding, although copies of some older books may be retained for historical purposes.

VI. Evaluation Tools

A. SAS Reports
B. SSCI Journal Citation Reports
C. Faculty Teaching and Research Interests:


- William Lasser - Teaches constitutional law and American government. Author of The Limits of Judicial Power and American Politics: The Enduring Constitution; editor of Perspectives on American Government; Benjamin V. Cohen and the Spirit of the New Deal.


- Bruce W. Ransom - Teaches urban politics, minority group politics, state and local government and economic development. Contributor to Gambling and Public Policy, The New Black Politics, Housing Challenges and Opportunities.

- Martin W. Slann - Teaches comparative and Middle East politics. Books include American Politics in Comparative Perspective, Violence and Terrorism, and Introduction to Politics.


- Stephen H. Wainscott - Teaches American government, southern politics. Contributor to The Disappearing South?, Historic U.S. Court Cases, Understanding Political Science.

- J. David Woodard - Teaches political theory, political parties, politics and the cinema and American government. Co-author of American Conservatism from Burke to Bush and The Burden of Busing.

VII. Collection Assessment and Planning

A. Qualitative Measures

1. Bibliographies

2. Benchmarking projects. Institutions offering similar programs are: most undergraduate institutions offer the BA; Masters degrees in Public Administration are offered at nearly 200 universities.

B. Quantitative Measures
1. **Interlibrary Loan activity**  
   Use of this service by the Department of Political Science:  
   1999: 44 books, 13 articles; 2000: 57 books, 17 articles

2. **Circulation statistics**  
   For the period November 1999 through November 2000, a report of circulation activity showed that books on these subjects were checked out most often:

<table>
<thead>
<tr>
<th>Call Number</th>
<th>Topic</th>
<th>Circulations</th>
</tr>
</thead>
<tbody>
<tr>
<td>JA1-92</td>
<td>General Political Science</td>
<td>50</td>
</tr>
<tr>
<td>JC11-607</td>
<td>Political Theory</td>
<td>222</td>
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<tr>
<td>JF1338-2112</td>
<td>Public Administration</td>
<td>47</td>
</tr>
<tr>
<td>JK401-2248</td>
<td>U.S. Institutions, Electoral System</td>
<td>270</td>
</tr>
<tr>
<td>JV6403-7217</td>
<td>U.S. Immigration/Emigration</td>
<td>49</td>
</tr>
<tr>
<td>JX1305-6650</td>
<td>Foreign Relations, Intl Law</td>
<td>78</td>
</tr>
<tr>
<td>KD/KDK</td>
<td>Law of U.K. &amp; Ireland</td>
<td>23</td>
</tr>
<tr>
<td>KF1-9827</td>
<td>U.S. Federal Law, Trials &amp; Cases</td>
<td>656</td>
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<tr>
<td>[KF224]</td>
<td>Trials/Cases</td>
<td>30</td>
</tr>
<tr>
<td>[KF8972]</td>
<td>Juries</td>
<td>25</td>
</tr>
<tr>
<td>[KF9227]</td>
<td>Death Penalty</td>
<td>24</td>
</tr>
<tr>
<td>[KF4755]</td>
<td>Race &amp; Law</td>
<td>21</td>
</tr>
<tr>
<td>[KF3464]</td>
<td>Affirmative Action</td>
<td>20</td>
</tr>
<tr>
<td>KFS1801-2399</td>
<td>South Carolina Law</td>
<td>15</td>
</tr>
</tbody>
</table>