Programmatic Accrediting Agency Reports
STANDARD 5: LIBRARY AND INFORMATION RESOURCES

5.1. The adequacy of information retrieval and learning resources

The collections serving UCVM are housed in the Health Sciences Library at the Foothills Campus. In addition, they have access to extensive biological sciences, biochemistry and environmental sciences collections of the MacKimmie Library on the main campus. Network access to all online journals, databases and e-books noted below is available to UCVM faculty (including DVLC clinical faculty), students and staff via the University Library website on campus and off-campus via an authentication ID and proxy server. The Library and its resources are supported by the U of C.

The University Library subscribes to 97% of the titles on the combined Veterinary Medicine standard lists (current and previous) and lists of titles recommended by UCVM faculty. Approximately 2000 print books have been ordered to date with the majority of these now available in the Health Sciences Library. Additional orders are in progress. The Wiley Veterinary Medicine e-book suite of 115 titles has been purchased in February 2009, and will be made available via the Library website. The University Library already subscribes to over 220 e-book titles in areas directly relevant to veterinary medicine including: animal behavior, animal genetics, animal welfare, animal nutrition, comparative medicine, environmental health, food safety, laboratory animals, production animals, wildlife, veterinary research methodology and zoonoses. Books and journal articles not available in the University Library system may be requested via a web form, with average desktop delivery of journal articles in 2 to 5 working days.

The University Library subscribes to the following veterinary medicine and life sciences databases: Agricola, Animal Behavior Abstracts, Animal Health & Production Compendium, Biological & Agricultural Index, BIOSIS Previews, CAB Abstracts, Global Health, OVID Medline, PubMed, Scopus, Web of Science, Wildlife & Ecology Studies Worldwide, WildPro Encyclopedia and Zoological Record. The Health Sciences Library web pages provide a rich, quality-filtered gateway to both licensed online resources and open access information.

5.2. The academic credentials of the librarian in charge of the library

The Director of the Health Sciences Library has an MLS (Masters of Library Science), twenty-five years of experience in academic and special libraries, and is a senior member of the Medical Library Association’s Academy of Health Information Professionals. The veterinary medicine librarian has a MLIS (Masters of Library Science), fourteen years of experience in academic health sciences libraries in liaison, instruction, and collection development for veterinary medicine, human medicine and nursing. Three other librarians qualified at the Masters level also work in the Health Sciences Library, and a biological sciences librarian and an environmental sciences librarian work in the MacKimmie Library on the main university campus.

5.3. The availability of learning resources support for faculty and students, including personnel

The Health Sciences Library provides an excellent learning and study environment with computer classroom instruction space, 52 public computers, network printing, photocopiers, a scanner, individual study carrels, bookable study rooms and access to the University wireless network in all areas of the library. The library is open 80.75 hours per week including weekends.
The Health Sciences Library is undergoing a major renovation, with improvements in study space, more wired, bookable meeting rooms, and more public computers, for a total of 80 public workstations.

Support for faculty and students is provided not only by the veterinary medicine librarian, but by 16.2 FTE Health Sciences Library staff. The veterinary medicine librarian is a member of the UCVM Curriculum Committee, and works with this committee, the Associate Dean, Curriculum, and the coordinators of the UCVM professional skills course to incorporate formal veterinary informatics (the lifelong learning skill set of information literacy) instruction into all years of the undergraduate curriculum.

5.4. Describe current plans for improvement

The library is undergoing a renovation that will make it more user friendly. The renovation will increase the number of small group rooms and work stations. Expansion of the collection with new material relevant to expanding program is an on-going process.


5.1 Describe and comment on the adequacy of information retrieval and learning resources.

The UCVM program is supported primarily by the veterinary medicine, basic science and human medicine collections of the Health Sciences Library at the Foothills campus. The Library and its resources are supported by the U of C.

The Health Sciences Library subscribes to 94% of the titles on the most current published standard list of veterinary medicine journals \(^1\), and 93% of these subscribed titles are available online. The University Library system as a whole subscribes to over 25,000 electronic journals, of which over 3900 are health and biomedical titles. Over 2900 print veterinary medicine and related basic science books have been added to the Health Sciences Library collection since 2006, and the University Library subscribes to over 500 e-book titles in veterinary medicine, animal behavior, animal genetics, animal welfare, animal nutrition, comparative medicine, environmental health, food safety, laboratory animals, production animals, wildlife, veterinary research methodology and zoonoses. The University Library subscribes to the following veterinary medicine and life sciences databases: Agricola, Animal Behavior Abstracts, Animal Health & Production Compendium, Biological & Agricultural Index, BIOSIS Previews, CAB Abstracts, Global Health, OVID Medline, PubMed, Scopus, Web of Science, Wildlife & Ecology Studies Worldwide, WildPro Encyclopedia and Zoological Record. The Health Sciences Library web pages provide a rich, quality-filtered gateway to both licensed online resources and open access information.

5.2 Describe the academic credentials of the librarian in charge of the library.

The Director of the Health Sciences Library has an MLS (Masters of Library Science), twenty-seven years of experience in academic and special libraries, and is a senior member of the Medical Library Association’s Academy of Health Information Professionals. The veterinary medicine librarian has a MLIS (Masters of Library and Information Science), sixteen years of experience in academic health sciences libraries in liaison, instruction, and collection development for veterinary medicine, human medicine and nursing. Two other librarians qualified at the Masters level also work in the Health Sciences Library, and a biological sciences librarian and an environmental sciences librarian work in the Taylor Family Digital Library on the main university campus.

5.3 The availability of learning resources support for faculty and students, including personnel.

The Health Sciences Library, which has undergone a complete renovation, provides an excellent learning and study environment. It has a 48 seat computer classroom, 52 public computers, 7 bookable, wired small group study rooms, 44 wired individual study carrels, network printing, photocopiers, a scanner, and access to the University wireless network in all areas of the library. The library is open 82 hours per week including weekends.

Support for faculty and students is provided not only by the veterinary medicine librarian, but by 11 FTE Health Sciences Library staff, in person and via email, phone and instant messaging service. The veterinary medicine librarian teaches veterinary information literacy classes in the first and second year Professional Skills courses.

UCVM also maintains a small learning commons at the Clinical Skills Building to support student learning. This library runs on the honour system and is not part of the university library system.

5.4 Describe the methods of access to library information resources for faculty and students when they are on and off campus.

Network access to all Library online journals, databases and e-books is available to UCVM faculty, students and DVLC clinical instructors via the University Library website on campus and off-campus via
an authentication ID and proxy server. Students and faculty also have access, at no cost to them, to the extensive print biological sciences, biochemistry and environmental sciences collections of the main campus libraries via a photocopy and book delivery service to the Foothills campus. Books and journal articles not available in the University Library system may be requested via a web form, with average desktop delivery of journal articles in 2 to 5 working days. From the feedback that we receive, access to library information resources is adequate, regardless of student or faculty location.

5.5 Describe current plans for improvement

Development of the collection with new material relevant to an expanding program is an on-going process. New library and information technologies relevant to the DVM program are monitored on an ongoing basis.

21.5. Library and Information Resources

21.5.1 Adequacy of information retrieval and learning resources. The Veterinary Medical Library, a part of the Iowa State University Library system is a facility of 6,600 square feet, housed in the CVM complex. The library provides access to a variety of print and electronic information resources for veterinary science and related disciplines. The physical collection includes 27,995 volumes. The ISU Library subscribes to 97,352 journals, and 84,174 are available online. The library maintains subscriptions to major online bibliographic databases such as Biosis Previews, CAB Abstracts, and the Web of Science. From these databases, library users can often link directly to the full text of the indexed journal article.

For items that are not owned by the library, users can easily request journal articles and books from the library’s interlibrary loan service. In many cases, these requests are filled within two to three days. Currently, the library has adequate funds for purchasing books for research and teaching, including multiple copies of student texts where necessary to support classes. Beginning in 2009, the library started purchasing electronic books for the collection. There are currently 27 books related to clinical veterinary medicine available online.

21.5.2 Academic credential(s) for the librarian in charge of the library. The veterinary medical librarian holds a Bachelor of Science degree in Biology from Nebraska Wesleyan University, a Doctor of Pharmacy degree from the University of Nebraska Medical Center, and a Master of Science degree in Library and Information Science from the University of Illinois. She has been at Iowa State University since October 2003 and is an assistant professor. She assumed the veterinary medical librarian duties in January 2008 after the former veterinary medical librarian retired. Her time is divided between the veterinary medical library and Parks Library on main campus. She is at the veterinary medical library two to three days per week. She provides reference, instruction, and collection development services to a number of life sciences departments and the animal science department on main campus.

21.5.3 Learning resources support for faculty and students, including personnel. Besides the veterinary medical librarian, learning resources support for library users is available from the Head of the ISU Library Branch Facilities Department, two full-time library merit staff employees, and several student assistants. The Veterinary Medical Library is open seven days per week, for a total of 83.5 hours, during its regular fall and spring semester schedule. During dead week and finals week, the library is open extended hours.

Since her arrival in 2008, the veterinary medical librarian has been providing instructional sessions to DVM students, faculty, and staff. First-year students receive an orientation to library resources and services in BMS 345: Case Studies I. She has also provided instructional sessions to students who participate in the Summer Scholars research program and students who are hired by the Center for Food Security and Public Health as summer interns. These sessions provide more in depth information about how to search PubMed, CAB Abstracts, and other library resources as well as information about using EndnoteWeb, an online bibliographic management tool. In spring 2010, the veterinary medical librarian and a colleague from Parks Library offered three instructional sessions to CVM faculty and staff about Endnote and Endnote Web. Also, an instructional session was offered to VM-3 students in late spring 2010; this presentation provided
information about finding resources for grand rounds presentations. The presentation was recorded and is available in WebCT.

The veterinary medical librarian has also created a number of online guides that are included on the ISUCVM’s library homepage. These guides include: information about library resources, a listing of books that are on reserve for ISUCVM courses, and a listing of resources available for use in studying for the board exam.

The Veterinary Medical Library’s environment for learning and research has been improved in a number of ways. Since all DVM students have a laptop, the library removed four public computers and added tables/chairs in the group study area of the library. Additional electrical outlets have been installed throughout the library. All of the lights were replaced with energy efficient bulbs; the new lights are much brighter. A public scanner was also added to the library. Library users can scan articles free of charge and can either email the PDF file or save it to a USB drive.

21.5.4 Access to library information resources for faculty and students when they are on and off campus. The online resources (e.g. electronic books and journals, article databases) are available on and off-campus. When off-campus, library users can access these resources with their ISU identification number and a library PIN number. The online resources are also available to the DVM students who are attending classes at the University of Nebraska-Lincoln.

Vet Med Express is a free delivery service for obtaining books and journals between the main library and the Veterinary Medical Library. It continues to be a very popular service for students and faculty, for requesting materials not held by the veterinary medical library, such as older journals and books, and for subjects that may be out of scope for the veterinary medical library. Requests are made directly by the library user, via an electronic form at the library website. Items are retrieved from the main library or the library storage building and delivered to the Veterinary Medical Library.

21.5.5 Current plans for improvement. Journal subscriptions will continue to be switched by the library from print to electronic format where practical and economically feasible, in order to provide students, faculty, and staff with remote, desktop access to full-text articles. The veterinary medical librarian is also interested in developing and providing more instructional sessions for CVM students, faculty, and staff.

Submitted 9/28/2010
Overview
The Sheridan Libraries have a history of strong and continued support of the counseling programs in the School of Education at Johns Hopkins University. Significant resources are allocated to build collections and provide academic liaison services that support the research and teaching of the faculty and help students with the knowledge they need to become effective counselors.

Liaison Services
The counseling and education program at the School of Education are served by four academic liaison librarians who provide instruction, research, and collection development to support the faculty and students. Three of these librarians serve the students based in Washington, D.C., Columbia and Montgomery County, Maryland; the fourth is based at the main Homewood Campus in Baltimore, and supports work based at the main School of Education building. This combined service approach allows the librarian to develop a deep understanding of the faculty’s research and teaching needs. In addition, it gives faculty the benefit of one contact point for all things library, and allows the librarians to be deeply embedded in the School and program to better understand user needs. Research agendas can change over time, so the ability to monitor these shifts allows us to provide the necessary library collections and instruction to support these changes.

For students, program-specific instruction in research methods takes the form of individual and small group research consultations; course-related, classroom-based library instruction; orientation to the library’s services, collections, and principal resources in education and counseling; and development of curricular materials to assist faculty and students in navigating and evaluating information sources and content. During FY11, the liaisons taught a total of 41 education- and counseling-related classes and reached almost 400 students.

Our librarians are aware of the highly interdisciplinary nature of the education and counseling programs at Johns Hopkins and of the required standards from the Council for Accreditation of Counseling and Related Educational Programs (CACREP). Given Johns Hopkins strength in science and medicine, the education liaisons have a strong support system provided by liaison librarians that cover basic sciences such as psychology, human development, and the life sciences that are core to research and teaching in counseling. Because basic science is practiced across the Hopkins campuses, the education librarians work with colleagues on the Hopkins medical campus and the School of Public Health to support cross-campus research programs and initiatives.

The library has developed two guides that serve as a launching point for education and counseling research: [http://guides.library.jhu.edu/education](http://guides.library.jhu.edu/education) and [http://guides.library.jhu.edu/counseling](http://guides.library.jhu.edu/counseling). They are both actively used; the education guide had almost 4000 hits in 2011 and the counseling almost 2000.

Budget
The library fully understands the resource needs of the education and counseling programs and funds those needs accordingly. Over the past five years, the library has been moving aggressively from print to electronic resources, including e-books, a format that the faculty tells us they prefer. The library has a unique model for funding electronic resources; we work closely with the Medical School to extend our buying power by avoiding duplication and negotiating for resources as one institution. Working closely with the Medical School allows us to extend access to resources that focus on clinical aspects of a subject to students and faculty.
**Collections**

The library has a strong education and counseling collection. Faculty and students have access both on campus and at home to all of the core databases including ERIC, Education Full Text, and PsychInfo. In addition, we have Counseling and Therapy in Video and Counseling and Psychotherapy Transcripts, Client Narratives, and Reference Works.

The librarian works closely with faculty to understand their needs for handbooks and diagnostic and clinical material to maintain an appropriate level of those materials to support research and teaching. To see the complete list of resources available, please see the Libguides for Education and for Counseling [http://guides.library.jhu.edu/education](http://guides.library.jhu.edu/education) and [http://guides.library.jhu.edu/counseling](http://guides.library.jhu.edu/counseling), respectively. Off-campus access to these collections is available through IP authentication and via EZProxy or Shibboleth. We also use SFX, a standard linking program, to connect users to resources quickly.

The strong liaison program allows us to not only keep current with faculty needs but allows faculty an easy access point for requesting material. We have an online form for anyone – faculty or students – to request material. Generally, any book that is suggested is purchased immediately with the exception of year-end when we are closing our accounting books; those orders are held until the start of the new fiscal year. Requests for continuations (journals) are discussed within the Social Sciences Discipline Group and with the head of collection development to ensure appropriate funding across all the disciplines.

For access to print materials that we do not own, our Interlibrary Loan (ILL) department is a member of Rapid ILL, a consortium of libraries that guarantees a 24-hour turnaround time. We also have a delivery service for faculty and graduate students, Eisenhower Express, which delivers library materials to their offices; journal articles are delivered to them electronically.

Finally, the library has worked closely with Hopkins Career Centers to license institution-wide resources for career placement support. Students have online access available to online career resource library that allows them to gather unbiased information on companies, industries, and specific jobs.
Overview
The Sheridan Libraries have a history of strong and continued support of the engineering programs at Johns Hopkins University. Significant resources are allocated to build collections and services that support the research and teaching of the faculty and students. One floor of the library building is dedicated to Engineering and Science and houses a dedicated reference area, the offices of the engineering and science librarians, current periodicals, computers, and study space. The library is aware that, in terms of student enrollment, 3 of the top 10 undergraduate and 4 of the top 10 graduate programs at JHU are in the School of Engineering. The library serves the Engineering School with core services for collection development and liaison services which includes instruction and reference.

Liaison Services
The School of Engineering is served by three liaison librarians who provide instruction, research, and collection development support to the faculty, graduate students, and undergraduates. This combined approach to service allows the librarians to develop a deep understanding of the research and teaching needs of the faculty in various engineering programs at JHU. In addition, it gives faculty the benefit of one contact point for all things library. This also allows for the librarian to be deeply embedded in the department so they can better understand user needs and anticipate changes in library collections and instruction to support changing research agendas.

Discipline-specific instruction in research methods takes the form of individual and small group research consultations; course-related, classroom-based library instruction; orientation to the library’s services, collections, and principal resources in engineering; and development of curricular materials to assist faculty and students in navigating and evaluating information sources and content. During FY 10, the liaisons taught a total of 57 engineering- and science-related classes and reached over 1,000 students.

Because our engineering programs are highly interdisciplinary, the liaisons also cover basic sciences such as mathematics, life sciences, and physical sciences that fulfill core requirements in engineering. They also work with business and economics librarians to serve those programs that include business development and technology transfer. Because engineering is practiced across the Hopkins campuses, the engineering librarians work with colleagues on the Hopkins medical campus and Applied Physics Laboratory to support cross-campus research programs and initiatives.

The library has developed a guide that serves as a launching point for engineering research: http://guides.library.jhu.edu/engineering. It is routinely one of the top 10 most frequently consulted guides, with over 11,000 page hits in 2010.

Budget
The library fully understands the resources needs of the engineering programs and funds those needs accordingly. Of the total library materials budget of $11.5M in FY11, 45.2 percent goes toward engineering and science resources. Over the past five years, the library has been moving aggressively from print to electronic resources; 85 percent of the funds allocated to engineering are dedicated to electronic resources. Given the highly interdisciplinary nature of engineering and its dependency on core science and mathematics as foundations, the budget is allocated for science and engineering as a whole, with the librarians balancing the specific needs of all of their departments within a very large $5.4M annual budget allocation. Approximately 69 percent of that budget is allocated for serials/journals. The library has a unique model for funding electronic resources as we work closely with the Medical School and Applied Physics Laboratory to extend our buying power by avoiding duplication and negotiating for resources as one institution.
Collections
The library has an extremely strong engineering collection. Faculty and students have access both on campus and at home to all of the core engineering databases including Compendex, INSPEC (both of these include archival access back to the 1800s), Scopus, IEEE Xplore, and Web of Science. In addition we have the ACM Digital Library, AIAA Electronic Library, Aerospace and High Technology Database, GoeBase, GeoRef, Gray Sheets, Optics InfoBase, PubMed, SPIE Digital Library, CHEMnetBASE, REAXYS, SciFinder Web, CRCnetBASE, Jane’s Online, and Safari Technical books, to name a few. The librarians work closely with faculty to understand their needs for technical handbooks, technical reports, standards, and patents to maintain an appropriate level of those materials to support research and teaching. To see the complete list of resources available please see the Engineering LibGuide http://guides.library.jhu.edu/engineering and for Computer Science http://guides.library.jhu.edu/cs

Access to these collections is available generally through IP authentication and via EZProxy or Shibboleth from off campus. In addition to the LibGuides, we use SFX, a standard linking program, to connect users to resources quickly.

The strong liaison program allows us to not only keep current with faculty needs but allows faculty an easy access point for requesting material. We have an online form for anyone – faculty or students – to request material. Generally, any book that is suggested is purchased immediately with the exception of year-end when we are closing the books; those orders are held until the start of the new fiscal year. Requests for continuations (journals) are discussed in the Engineering and Science Discipline Group.

For access to print materials that we do not own, our Interlibrary Loan (ILL) department is a member of Rapid ILL, a consortium of libraries that guarantees a 24-hour turnaround time. We also have a delivery service for faculty and graduate students, Eisenhower Express, which delivers library materials to their offices; journal articles are delivered to them electronically.
Library Report for American Veterinary Medical Association Accreditation Review at Oklahoma State University (report prepared 2010)

SECTION 5. LIBRARY AND INFORMATION RESOURCES
The Veterinary Medicine Library (VML) is a subject-focused branch of the Edmon Low Library (ELL). The VML is funded and administered under an agreement between the College of Veterinary Medicine and the Oklahoma State University Library System

21.5.1: Adequacy of information and retrieval and learning resources

Overall Collection: We perform a continual analysis of materials to support DVM curriculum, MS and PhD curricula, faculty research, house officer needs, clinical faculty needs, OADDL needs, general materials (e.g. ethics, animal law, animal rights, publishing and presenting in the sciences, teaching in the sciences). Our goal is to address collection weaknesses in the one or two fiscal years in which they are identified. Journal subscriptions are constantly reviewed, and booklists from syllabi and bookstore are reviewed twice per year. We aggressively pursue moving materials to online format to facilitate on demand at desktop use 24/7. The physical space available to the library is adequate and IT support is excellent.

Online Access to Holdings
While on campus, no additional login/passwords are needed to access resources. Off-campus access is provided through the college’s intranet site using login and password.

Print and online holdings
- Print books-20,427
- Print bound volumes-22,749
- Nonprint materials-1,499
- Print serials-190
- Print total-44,865
- E-books-24,241
- Total e-serials-90,494
- Unique e-serials-67,674

Funding
In 1997 a permanent budget transfer to ELL from CVHS was made for the operation of VML and ELL assumed responsibility for personnel, budget, and operations. The VML Librarian operates within this budget. In addition to the direct college allocation for maintenance of services and collections, the CVHS maintains two accounts in the OSU Foundation with combined endowment of approximately $194,000. $3,000-$6,000 in interest is available annually.

21.5.2: Academic credential(s) for the librarian in charge of the library
Heather K. Moberly: May 2001 – present
21.5.3: Availability of learning resources support for faculty and students, including personnel

Remote Access to Resources:
Remote access to OSU Library resources for the authorized OSU population is available 24/7 for off-campus use. Authentication is through the unified university O-Key login.

Customized Services
OSU Libraries provides Endnote and Reference Manager software for all authorized OSU population. The VML provides custom training and assistance in this software. The VML also provides custom instructions for downloading citations from PubMed. A customized PubMed presence is available that links to OSU online journals, most at article level using NCBI Outside Tool at http://www.ncbi.nlm.nih.gov/sites/entrez?otool=okstlib.

Access to VML Personnel and Facilities
On-site access is available in 102 McElroy Hall. Budget strain and use analysis have led library to decrease hours of operation from 93/week to 79.5/week during the regular semester since last self-study. This was accomplished by opening later and closing earlier Mon-Fri and Sunday. Access to copiers had determined the previous opening time (7:30 am, before 8am classes begin. The change to a later opening time (8:30 am) was justified by an increase in availability of copiers elsewhere in CVHS, building wide Internet access, increase in DVM student laptop ownership and use, and an increase in library resources provided online. The decision to close earlier was driven by use statistics. Overall, the VML schedule is tailored to the schedule of the college as a whole, including the BVMTH and OADDL. The VML operates on an extended schedule during finals weeks. Staffing during this extended schedule is supported by contributions from SCAVMA, demonstrating a strong commitment from the CVHS year 1-3 DVM students.

Reference Service:
In response to one of the last self-study recommendations: remote reference service during VML operating hours has been expanded to include Instant Messaging. Additionally, Chat reference is available during select hours through ELL. Frequently used services include on demand instruction, debugging incorrectly cited references, facilitating unusual Interlibrary Loan requests, referring reference questions not covered by the scope of VML (gov docs, humanities, quotes, statistics).

21.5.4: Current plans for improvement

Instruction and Outreach:
- Investigate adding a series of short seminars for house officers about services and resources they, in particular, could benefit from using.
- Investigate adding series of in library short seminars to raise awareness and competence.
- Investigate providing assistance and instruction outside the physical library at select location in the CVHS. For example, sessions could be scheduled at OADDL, the BVMTH, student lounges, and other locations suggested by CVHS patrons.
- Study lessons learned from participating in the CABI Publishing / Pfizer project to provide access to VetMed Resource to alumni from 2007-2009.
• Leverage resources available statewide for all Oklahoma residents who have a public library card. The resource targets in-state alumni and Oklahoma practitioners to provide awareness and training in resources available through public library access.
• Continue to assess effectiveness of Web 2.0 projects
• Explore new technologies for upgraded tutorials for on-site and remote use for current CVHS faculty/staff/students and local practitioners/alumni

Reference Services:
• Assess use of remote reference service to see if continuing Instant Messaging and pursuing Chat is warranted.

Administrative:
• Continue strategic planning through the CVHS Library Committee

Funding:
• Continue to investigate new revenue sources
• Continue to develop justification for increased funding for collections, services, staffing

Collections:
• Continue systematic assessment of collection in all formats with regard to teaching and research mission of CVHS and OSU Libraries.
• Upgrade IEATPLANTS garden and website

Personnel:
• The VML librarian will be on sabbatical January 1-June 30 2010. We look forward to the suggestions and observations of the librarian who will be filling in.
The Library

Musagetes Architecture Library is a full-service branch of the UW Library system. It is centrally located within the School of Architecture in Cambridge, ON making it easily accessible to students and faculty. The Library is open every day, excepting statutory holidays:

- Mon – Thursday  8:30 am – 8:30 pm
- Friday  8:30 am – 6:00 pm
- Saturday – Sunday  1 pm – 5 pm

The library opened in this off campus location in 2004 and offers all the same services available to patrons in main campus libraries.

1. Library Collections

Material is collected to support teaching and research for the Honours Pre-Professional, four-year Bachelor of Architectural Studies degree followed by an eighteen month professional plan of study for the Master of Architecture degree. The purchase of library materials for Architecture is the responsibility of the Liaison Librarian in consultation with the Faculty Library Representative. Materials are obtained in a variety of ways including firm orders, open orders, approval plans and subscriptions. Selection is guided by the Architecture Collection Development Policy and the Approval Plan subject profile (both available upon request) which are reviewed and updated regularly.

Print Resources

Musagetes Architecture Library houses the primary print resources for Architecture. The 24,000+ book collection (including 16,069 titles in the NA call number range) includes titles on architectural design, theory, history and criticism, historic preservation, building technology, industrial design, landscape architecture, interior design, and urban design. Titles purchased on behalf of other departments, such as Classical Studies, Anthropology, Fine Arts, Philosophy, Engineering, and Planning supplement the Musagetes collection.

Patrons may charge out materials during the hours that the Library is open and renew items online anytime. Each patron is limited to twenty-five Musagetes books at any time, with two renewals allowed. With the exception of the current issues of print journals and reference materials, most of the material in the Musagetes collection circulates. Faculty, graduate students, and staff may borrow most monographs for a term at a time.

UW Library, along with the libraries of the University of Guelph (UG) and Wilfrid Laurier University (WLU), is a member of the Tri-University Group of Libraries (TUG) consortium. Collections from Wilfrid Laurier University and the University of Guelph, particularly titles purchased on behalf of Landscape Architecture, enhance the depth and breadth of local materials available in subject areas of interest to Architecture. Faculty and students can request books and copies of print journal articles from any UW library location as well as from UG and WLU for pickup at the Musagetes public services desk. Delivery time is within three working days. The cost is of these services is absorbed by the Library. Access to the entire Library collection, as well materials held by UG and WLU, is available through the web-based enhanced catalogue known as PRIMO.

The Interlibrary Loan/Document Delivery (ILL) service provides faculty, students, and staff with books, copies of journal articles, theses, and government documents from libraries within Canada and abroad. The UW Library uses the RACER Web based interlibrary loan system (http://racer.scholarsportal.info/vdx/index.html) to facilitate ILL access and service for users. With minor exceptions, the Library absorbs the cost for this service. Canadian university libraries extend in-person borrowing privileges to students, faculty, and staff from across the country. Graduate students, faculty and staff are entitled to borrowing privileges at participating libraries (http://www.coppul.ca/rb/rbindex.html).

One advantage to the School of Architecture's location is its proximity to Cambridge Public Library (CPL). Although small, this library has an excellent collection of fiction and non-fiction titles, a substantial newspaper and journal collection, searchable online databases, and a huge selection of DVD's. When the School of Architecture
opened, CPL generously set aside $20,000. from their acquisitions budget to build a core collection of architecture titles to supplement Musagetes Library holdings. Since then, CPL has devoted around $5,000. annually to purchase books and journal subscriptions in support of the School. Every September, the Head of Reference and Information Services provides a brief outline of their resources to first year students and explains how to get a library card. It is my understanding that our students make heavy use of their collection.

**Rare Books**

A separate, environmentally controlled Rare Book Room houses one of Canada’s most outstanding collections of rare books on architecture and design. The Rare Book Room collection features landmark titles in the history and theory of architecture, exemplary treatises from the sixteenth to the twentieth century supportive of the School of Architecture’s cultural history emphasis, and texts outlining architectural developments in Northern Europe and on the North American frontier, which have a profound effect on architectural theory and urban development in Canada. All rare book materials are listed in Primo and are available for viewing at Musagetes Library upon request.

Each term the Branch Head prepares a themed display of titles from the collection. Some of these have been:

- Architecture of Ancient Cultures
- The Birth of Modernism
- Great Gothic Cathedrals
- Skyscrapers
- Toronto Neighbourhoods

While many of the displays have been timed to coincide with a particular course offering, this has had little effect on the use of the collection.

The Architecture book budget cannot support the purchase of titles for addition to the Rare Book collection. Its growth depends on donations-in-kind or the transfer of older, out-of-print titles in need of additional protection. Unspent, end of year funds in March 2010 allowed for the acquisition of some expensive new titles which will surely become rare in the years to come:

- *Julius Shulman: Modernism Rediscovered* (3 vol.)
- Glenn Murcutt, Architect,
- *Oscar Niemeyer*  
- *Villa Girasole: The Revolving House*

These contemporary titles may prove to be more appealing to our students.

**Journals**

Journal subscriptions may be purchased by the Branch Head using funds designated for Architecture or they may be purchased through the central Electronic Resources library fund. Titles purchased through the Electronic Resources fund are available in an electronic format. Titles purchased using the Architecture serials fund may be print and/or electronic.

The Architecture serials fund supports the cost of 77 current print subscriptions relating to architecture, design, interior design, landscape architecture, and others of general interest to architecture students (titles available upon request). When a title ceases publication, students are asked for suggestions of replacement titles of equal value.

**Electronic Resources**

Publishers of architecture materials have been slow to produce electronic equivalents of their print materials. As a result, there are very few electronic resources that directly relate to architecture in the collection. At this writing there are fewer than one hundred books on architecture related topics and fewer than 5 of the 77 print journals to which Musagetes Library subscribes are replicated online in their entirety. Those limited titles that are made available in fulltext through databases like the Avery Index or Factiva do not include accompanying images.

In other subject areas, UW Library has purchased or subscribes to a range of electronic resources including research databases, fulltext journals, monographs, numeric data, and government publications. In addition, the Library identifies and provides access to select material freely available through the Internet. Such material includes open access journals, catalogues of libraries around the world, dictionaries, encyclopedias, and style guides.

The following are some of the electronic resources of particular interest to Architecture:

- ARTstor – image collections
- Avery Index to Architectural Periodicals
- CumInCad: Cumulative Index for Computer-Aided Design
UW Library has embedded linking technology into the research databases which allows users to link directly from the database to the full text electronic journal subscription or to the Primo catalogue record for holdings and call number information. UW Library also provides free access to the bibliographic management software RefWorks.

GIS

All licensed digital datasets, previously available only from the campus Map Library, are now accessible directly from Musagetes Library. An online research guide describing the software and data available, both licensed and freely available, has been prepared by the Library Associate responsible for providing GIS assistance. The guide is updated regularly and the link to it easily found on the Musagetes Library homepage http://www.lib.uwaterloo.ca/musagetes/index.html

The library’s GIS workstation is equipped with a variety of programs to help students with their mapping, including ArcInfo, Google Earth Pro, GeoViewer, and AutoCAD. The computer is accessible during library hours. Additionally, student versions of ArcInfo can be purchased for $25. from Architecture Computing and Media (ACM).

Student Film Collection

Since the School of Architecture is located some distance from the main commercial district on Hespeler Road, the undergraduate and graduate student groups sponsored the creation of a locally owned film collection. With funds from various sources and suggestions from fellow students, a now 400 title DVD collection is available for rent by members of the School community. Academically oriented titles on architecture and design sit beside commercial hits and obscure art films in a special section of Musagetes library. While the collection is owned and administered by the students, the library houses the collection and collects rental and late fees on their behalf. All money collected goes back to the students for new purchases.

2. Staff

Three full-time positions, a limited contract position, and limited contract casual positions staff Musagetes Architecture Library. Job descriptions for full-time staff are available upon request.

Branch Head (FT):

- Oversees the daily performance of library operations
- Liaises with School of Architecture faculty and students
- Provides reference assistance/information literacy workshops
- Selects library resources, developing the general and Rare Book collection
- Supervises the Library Associate and hires full-time staff

The Branch Head has an Honours B.A. (Visual Art), B.Ed., and MLIS with 30 years of service as an Architecture Librarian. She was also UW’s Fine Arts Librarian before accepting her current position five years ago. The Branch Head reports to the Head of Branch Libraries on the main UW campus.

Library Associate (FT):

- Provides GIS assistance/workshops to faculty and students
- Provides general reference and circulation assistance at the Public Services Desk
- Supervises the Library Assistant and hires and supervises casual staff

The Library Associate has a B.A. in English and several years of increasingly responsible positions in various university libraries. She attends conferences and workshops to maintain and upgrade her GIS knowledge.

Library Assistant (FT):

- Provides circulation assistance
- Processes course-related materials for the reserve collection
- Ensures the book and journal collection is maintained and accessible
- Deals with patron accounts and cash handling

The Library Assistant has a B.A. in History and a Library and Information Technician Diploma. She previously
worked for several years at a local community college library.

Contract Position (PT, 2 year limit):
- Provides circulation assistance
- Processes new books and journals for addition to the collection
- Processes materials for hold and ILL requests
- Makes basic book repairs
- Prepares books and journals for binding

This is a trial position that was extended from one year to two. It ends August 2011.

Casual Staff (PT, 15 term limit)
- Provide circulation assistance, particularly evenings and weekends
- Reshelve books and journals
- Shelf read and maintain the book stacks in good order

Musagetes Library employs three casual staff currently.

If the current staff complement is maintained, we can continue our current hours of operation and offer adequate circulation, reference, and GIS service to support the architecture curriculum.

Information Services
Reference Service is available in person, by e-mail, telephone or through an on-line chat service located from the Musagetes Library homepage. Reference hours and GIS assistance are generally 9 am – 5 pm weekdays dependent upon the schedules of the Branch Head and the Library Associate.

The Branch Head and Library Associate work with faculty members to help students develop the information competencies that are vital for lifelong learning. In consultation with faculty, they develop and conduct class specific information literacy sessions for undergraduate and graduate students. Lectures, hands-on-instruction, and web pages support these activities.

Outreach
Library staff reach out to students and try to bring them into the library with new book displays, contests, a fall open house featuring activities, draws, and snacks, and a Christmas craft corner. We communicate with them through the Musagetes Library blog, Facebook page, and Twitter feed (we have more followers than the large campus libraries). In turn, the library has recently hosted displays of student work. Last year, library staff participated in critiquing a second year project based on our library and accompanied another class on a field trip.

3. Facilities and Equipment
Musagetes Library is a warm, inviting space featuring scenic views of the Grand River through its large glass windows. Undergraduate studios and grad and faculty offices are steps away. The library has a seating capacity of over 60, spread amongst tatami mat window seats, oversize comfy chairs, group study tables, and individual study areas. Computer workstations, situated opposite the public services desk, and tables near the Reference collection, create an area in which students can search the library catalogue, consult with library staff, or talk amongst themselves without worrying about noise levels. Corner window areas hold comfy chairs for relaxing and sleeping when required.

The north wing of the library holds the book stacks. In response to student requests, labeling on each range identifies not only what call numbers are shelved there but also the subject areas covered. Students find browsing much easier with this system in place. This summer, the entire collection is being shifted with the bottom shelf of each range used to hold books for the first time. Around eleven inches of growth space per shelf is being left. This move should accommodate regular yearly growth for the next five years.

Since the last accreditation visit, the seminar room has been upgraded. It now has whiteboards, pin-up boards, and a digital projector that can be used to watch movies from the student film collection or to give presentations. It is now booked on a regular basis by students and faculty. When funding allows, future upgrades include the replacement of the large table and wooden chairs with more versatile and comfortable office furniture.

Other furnishings needed include individual task lights along the perimeter seating areas of the stacks, a high quality scanner for student and staff use, plus two, more powerful GIS workstations with larger monitors.

Students love Musagetes Architecture Library – at least according to a prize-winning song, student comments to staff, and a recent message on a library blackboard. They find the library environment a place of respite from the stress of studio and coursework.

4. Acquisitions and Financial Support
Architecture Book Acquisitions:
<table>
<thead>
<tr>
<th>Year</th>
<th>Books</th>
<th>Rare Books</th>
<th>Journals</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006/07</td>
<td>1,363</td>
<td>21</td>
<td>179</td>
</tr>
<tr>
<td>2007/08</td>
<td>890</td>
<td>10</td>
<td>219</td>
</tr>
<tr>
<td>2008/09</td>
<td>1,074</td>
<td>3</td>
<td>246</td>
</tr>
<tr>
<td>2009/10</td>
<td>1,100</td>
<td>3</td>
<td>569*</td>
</tr>
</tbody>
</table>

* Due to a larger than normal binding effort

The Collection Development Policy for Architecture does not include the purchase of microfiche or microfilm, slides, drawings, or photographs. DVD's may be purchased upon request.

Architecture Budget Expenditures:

<table>
<thead>
<tr>
<th>Year</th>
<th>Books</th>
<th>Approvals</th>
<th>Serials</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006/07</td>
<td>$13,960.</td>
<td>$41,045.</td>
<td>$11,212.</td>
<td>$66,217.</td>
</tr>
<tr>
<td>2008/09</td>
<td>$20,505.</td>
<td>$16,097.</td>
<td>$12,868.</td>
<td>$49,470. **</td>
</tr>
<tr>
<td>2009/10</td>
<td>$20,265.</td>
<td>$31,643.</td>
<td>$12,483.</td>
<td>$64,391</td>
</tr>
</tbody>
</table>

* $13,781. of the approval budget remained unspent because the vendor, Ballenford, went out of business.

** The drop in book expenditures and approval plan support for 2008/09 was the result of a temporary, and partial freeze on monograph purchasing imposed because of the significant decline in the value of the Canadian dollar in the fall of 2008, and the consequent drop in UW Library’s purchasing power. The freeze was lifted in May 2009.

5. Conclusion

Musagetes Architecture Library provides a solid collection of current and retrospective books and journals to support the undergraduate programme in Architecture. The majority of resources required by undergraduate students for studio research and coursework are available on site. Supplementary resources that may be needed for architectural history and iconography courses can be requested from TUG libraries. Free and subscription-based image archives like ARTstor provide a wealth of photographs, drawings, and illustrations to select from.

Graduate students are also heavy users of the Musagetes collection. The Branch Head normally purchases all material requests made by these students. However, thesis work often strays from a strict interpretation of architecture into the fields of urban design, history, politics, philosophy, literature, etc. Design sites may be situated anywhere around the world and require supporting maps and geographic material that is not available through local sources. Graduate students appreciate the abundance of online fulltext articles in these other subject areas available through the library website. Additionally, Interlibrary Loan becomes an important service on which many of our graduate students rely.

I would be pleased to discuss Musagetes Library’s holdings and services with the accreditation team at the time of a campus visit.

Prepared by:
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