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Collection Development Policy, Industrial Engineering and Management System

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Collection Development Statement

Department: Industrial Engineering and Management Systems

Drafted by: Ven Basco

Date drafted: July 28, 2004

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Collection purpose

To support teaching and research at both the graduate and undergraduate levels as well as faculty research the library selects and maintains materials in industrial engineering and management systems. The Department of Industrial Engineering and Management Systems is part of the College of Engineering and Computer Science. Degrees offered which the library supports include:

GRADUATE PROGRAMS

Industrial Engineering, Ph.D., M.S.I.E., M.S.

The Industrial Engineering PhD program prepares students for extensive research and careers in academia, industry and government while providing a broad knowledge of industrial engineering.

The Master of Science in Engineering Management (MSEM) degree in Industrial Engineering focuses on effective decision-making in engineering and technological organizations. The Professional Engineering Management (PEM) track is designated a Professional Science Master's (PSM) degree.

The Department of Industrial Engineering and Management Systems offers a Master of Science in Industrial Engineering (MSIE) degree focusing on the design and improvement of systems, products, and processes.

UNDERGRADUATE PROGRAMS

Industrial Engineering Engineering Leadership Minor (or Certificate)

A baccalaureate degree in Industrial Engineering is offered by the Department of Industrial Engineering and Management Systems. Industrial Engineering focuses on the design, improvement and integration of systems, products and processes.

The Accelerated BS to MS program in Industrial Engineering allows highly qualified University of Central Florida undergraduate majors in Industrial Engineering to begin taking graduate level courses that will count toward their master's degree while completing their baccalaureate degree program.

Collection description

The collections of the College of Engineering and Computer Science support the research and teaching interests of the faculty and students in both the graduate and undergraduate programs in industrial engineering and management systems. General works are collected at the introductory level. Popular treatment is acquired selectively. Juvenile materials are excluded.

Relevant indexes include:

ABI/INFORM Complete
Applied Science and Technology
Business Abstracts with Full Text
Business Insights: Essentials
Business Source Premier
Compendex (Ei Engineering Village)/Engineering Index
Ergonomics Abstracts
Emerald
IEEE Xplore
Inspec
International Abstracts in Operations Research
ISI Web of Science (Science Citation)
PsycInfo
Science Direct
SpringerLink
Taylor and Francis
Wiley Online Library

Collection guidelines

Chronology: Emphasis/restrictions

Currency is extremely important in the industrial engineering and management systems fields. Emphasis is on current research although journal holding are maintained indefinitely. Historical material is collected very selectively.

Languages: Emphasis/restrictions

Materials are primarily collected in English. Monographs are exclusively in English. Major foreign journals may be acquired, but the English translation is preferred when it is available.

Geography: Emphasis/restrictions

Geographical limits do not apply. However most of the collection has United States imprints.

Subject treatment

Curriculum areas of emphasis include:

Industrial Engineering and Management Systems

Project Engineering
Reliability Engineering
Work Measurement and Design
Manufacturing Engineering
Management Information Systems
Ergonomics
Engineering Economics
Operations Research
Discrete Systems Simulation
Experimental Design and Taguchi Methods
Quality Management
Quality Design and Control
Systems Engineering
Biomechanics
System Safety Engineering and Management
Decision Analysis
Real-Time Simulation
Discrete Systems Simulation
Object-Oriented Simulation
Intelligent Simulation
Production and Inventory Control
Interactive Simulation
Queuing Systems
Engineering Management

Material formats: Emphasis/restrictions

The Library collects journals, monographic series, monographs, and reference works in print and electronic formats. Dissertations and theses from the University of Central Florida are collected; those from other schools are ordered very sparingly.

Ephemera, pamphlets, preprints, off-prints, technical reports, newsletters, manuscripts, juvenile materials, problem sets are usually excluded.

Textbooks are generally excluded unless they are standard works or considered classics.

Publication dates

Emphasis is on current materials; within the last ten years with most emphasis on the last three years.

Subjects collected and Collecting levels

Key: 0= Libraries do not collect; 1= Minimal level; 2=Basic information level; 3=Instructional support level; 4=Research level; 5=Comprehensive

Subject	Range	Existing Level	Desired Level
<i>Industrial Engineering</i>			
Operations research. Systems analysis	T 57.6-57.95	4	5
Managerial control systems	T 58.4	4	4
Management information systems	T 58.6-58.62	4	4
Production capacity. Manufacturing capacity	T 58.7-58.8	4	4
Standardization	T 59-59.2	3	4
Human engineering in industry	T 59.7-59.77	4	4
Work measurement. Methods engineering	T 60-60.8	3	4
Industrial research. Research and development	T 175-178	3	4
Mechanical drawing. Engineering graphics	T 351-385	3	4
Human engineering	TA 166-167	4	5
Systems engineering	TA 168	4	5
Engineering design	TA 174	4	4
Engineering economy	TA 177.4-185	4	5
Production management	TS 155-193	4	5
Quality control	TS 156-156.6	4	4

Subjects excluded

Biography is selectively acquired. Software is generally excluded. Standards are collected very selectively.

Cooperative arrangements and related collections

Other areas of the university that are impacted by the industrial engineering and management systems program holdings and/or relate strongly include: Management, Economics, Law, and other Engineering disciplines. The library is a member of the Patent and Trademark Depository program and makes patent information available for use by the faculty and students also.

Collection management issues:

Replacement

Any book lost or stolen, which appears on the Missing titles sheets distributed by the Circulation Department to the library liaison, will be considered for replacement. The title may be ordered directly from the Collection Development replacement budget fund at the discretion of the Head of Acquisitions and the Collection Development Librarian for

Industrial Engineering and Management Systems if the title is essential to the collection. Outdated or superseded editions will not be reordered unless there is a specific need.

Retention/Deselection

The decision to dispose of certain items takes into account such factors as past circulation, date of publication, nature of the material, and the judgment of interested faculty members as to the continued usefulness of the material to their subject areas.

Outdated, unused and no longer reliable materials are removed from the collection.

Deteriorated materials can be repaired, replaced or discarded.

Periodicals or electronic resources will be weeded when:

The library has only fragments of a title, which do not justify the cost of filling out the run with an alternative format.

A title has not been subscribed to for more than ten years and its value is not apparent.

A title has not been currently subscribed to for at least five years and the related programs have been discontinued.

A title has been replaced by electronic access (or a different form of electronic access) and its retention is no longer necessary or advisable.

Out of print acquisition

World Wide Web access to out-of-print dealers now often makes location of these items relatively convenient. As with other acquisitions, out-of- print titles will be acquired if there is a clear need to have the specific item in the collection and the price is reasonable.

Preservation

The Collection Development Librarian will consult with the Special Collections Department on all matters relating to the care, repair, and safekeeping of all circulating library materials regardless of format type. Preservation issues of importance to the Collection Development Librarian include:

Collection maintenance of existing materials – rehousing, rebinding, repair, conservation, media transfer

Deacidification projects - selected titles, whole collections, or partial collections

Reformatting materials to microfilm or digital images

Questions related to gifts-in-kind that might require preservation attention before materials are added to the collection.