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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  
Date revised: April 2015

## **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

<b>Subject</b>	<b>Range</b>	<b>Existing Level</b>	<b>Desired Level</b>
<b><i>Industrial Engineering</i></b>			
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.