Architecture
Information Access Policy
Created by Kathy Edwards (2011)
Updated by Anne Grant (1/2023)

Collection Locations:
- Emery A. Gunnin Architecture Library, 112 Lee Hall, Clemson SC
- Clemson Architecture Center in Charleston, 20 Franklin Street, Charleston SC

Selector: Anne Grant, Temporary Research & Collection Development Librarian

I.   Objective: The Gunnin Library's architecture collection is developed to support the undergraduate Bachelor of Arts degree and the graduate Master of Architecture and Master of Science in Architecture degrees offered by the Clemson University School of Architecture (SOA). The collection supports the curricular and research needs of students and instructional and research needs of faculty. Materials are selected at the upper division undergraduate and graduate reading levels, with selections at research and advanced research levels in concentration areas. Some professional level materials are also collected.

Curriculum supported:
- Bachelor of Arts in Architecture
  - Undergraduates spend one semester in Charleston, Genoa, or Barcelona as part of Clemson's Fluid Campus
    - 520 Students, Fall 2022
- Master of Architecture
  - There are two tracks toward the M. Arch. degree: a two-year, 60-credit hour track for students with a pre-professional Bachelor's degree in architecture, and a three-year, 90-credit hour track for students without a pre-professional degree in architecture. M.Arch students may also spend one or two semesters in the SOA Fluid Campus locations. Accredited by the National Architectural Accrediting Board (NAAB), the M. Arch. is the professional degree required by most state registration boards as a condition of licensure for architectural practice. Optional concentration area: Architecture + Health
- Master of Science in Architecture A research degree intended either as preparation for the interdisciplinary Ph.D. in Planning, Design, and the Built Environment, or for US and international students holding a professional degree in architecture (B. Arch. or M. Arch.) and seeking a research qualification to initiate an academic career, or for any student interested in pursuing a focused and individually determined plan of study and research. This degree will not satisfy professional licensure requirements in architecture. Concentration areas: Architecture + Health, Animated Architecture, or Design/Build

       ○ 167 total graduate students in Fall 2022

The SOA also offers a minor in Architecture to students in any Bachelor of Arts program who have an interest in architecture, cities, and landscapes.

Finally, Architecture materials also support the College of Architecture, Arts, and Humanities Ph.D. degree program in Planning, Design, and the Built Environment.

Primary users: Clemson University and Clemson Architecture Center in Charleston students, faculty, staff, and alumni

- 94 Faculty
- 15 Staff

Secondary Users: The general community and statewide architecture professionals

A. Primary users:
 a. Undergraduate History and Geography majors:
  114 students enrolled in fall 2021
 b. Masters students: 19 students enrolled in fall 2021
 c. Doctoral students: 5 students enrolled as of Fall 2021
 d. Faculty: 29, fall 2021

B. Secondary Users
 a. Undergraduates choosing minors in: East Asian Studies, Geography, Great Works, History, Legal Studies, Pan African Studies, Russian Area Studies, Spanish-American Area Studies, and Women's Studies among others; students majoring in Early Childhood, Elementary, and especially Secondary Education teaching areas such as Social Studies (Economics, History, Political Science Psychology and Sociology)
 b. Other students fulfilling the University's Social Sciences, Cross-Cultural Awareness, or Science and Technology in Society general education requirements
 c. University and community patrons seeking background on a wide range of historical topics

II. Diversity Statement

The responsibility of the liaison for the History and Geography departments is to provide access to collections that support the research of students and faculty in these areas. The following guidelines will be followed to ensure the provision of an inclusive and representative collection by:

 a. Providing and open system to accept requests to purchase representative materials

b. Ensuring that consideration of the needs of historically underrepresented, oppressed, and underserved groups are taken into account
c. Consult constituents as needed to ensure the acquisition process reflects these goals
d. Ensuring that materials should not be excluded from the collection because of the origin, background, or views of those contributing to their creation.
e. Containing content by and about a wide array of people and cultures to authentically reflect a variety of ideas, information, stories, and experiences
f. Selecting content in multiple formats
g. Seeking content created by and representative of marginalized and underrepresented groups
h. Not permitting the selectors personal biases, opinions, or preferences to unduly influence collection development decisions

Based on [Diverse Collections: An Interpretation of the Library Bill of Rights](#)

III. Scope of In-House collection
  A. Format guidelines
    a. Print:
      i. Monographs and monographic sets and series are the primary formats collected in print. Duplicates of selected titles are purchased for the Clemson Architecture Center in Charleston.
      ii. Certain journals not available electronically or those with high-quality architectural illustrations are retained in print (e.g., GA Houses, Detail, A+U, etc.).
      iii. Building codes and standards, graphic standards, and cost estimating resources (R.S. Means indices, Marshall & Swift valuation service) are acquired primarily in print, and also in electronic formats as available and as budget allows.
      iv. Dictionaries and encyclopedia not available in electronic format.
      v. Handbooks, manuals, and technical reference works.
      vi. ARE and LEED certification support materials (practice exams, study guides, and manuals) are acquired in line with major exam revisions.
    b. Electronic:
      i. Electronic journals supplied through aggregator databases and directly from publishers, as well as backfiles accessed via JSTOR.
      ii. Electronic books both in collections and as single titles, but only if images are not redacted. A small and variable amount of funds go to patron-driven ebook selection.
      iii. Article/indexing databases:
        1. Primary: Avery Index to Architectural Periodicals; Design and Applied Arts Index; Art Full Text; Art Index Retrospective; Art

Bibliographies Modern; Bibliography of the History of Art; Urban Studies Abstracts; Engineering Village (see Civil Engineering IAP)

2. Secondary: JSTOR; Arts & Humanities Citation Index; general subject databases (Academic Search Premier, LexisNexis, etc.)

    iv. Image collections: ARTstor Digital Library; SAHARA

    v. Online reference resources: Oxford Art Online (Grove Dictionary of Art); Oxford Art & Architecture Dictionaries

  c. Special formats:

    i. Videos/DVDs: Acquired selectively and/or as requested. Documentaries and non-theatrical titles are acquired with public performance rights when appropriate and as budget allows. VHS videotapes is no longer collected.

    ii. Professional software: AIA Contract Documents; Means Costworks; Architectural Graphic Standards.

    iii. Online case studies databases: BuildingGreen Suite; Urban Land Institute Case Studies.

B. Language guidelines: English is the primary language of the collection, although materials in French, German, Italian, Spanish Japanese, and Russian are occasionally acquired. Dual English or multi-language publications are regularly acquired. When available, English translations are preferred over original language publications.

C. Geographical guidelines: No areas are excluded. Emphasis is on North America and Western Europe, with increasing attention paid to China, the Pacific Rim, North Africa and the Middle East, and South America.

D. Chronological guidelines: All periods of architectural history and design are collected, but with an emphasis on modern to contemporary design.

E. Publication date guidelines: Current publications are the primary collection focus. Reprints are acquired to replace worn materials or fill in collection gaps. Added copies of heavily used titles are acquired as availability and budget allow. About one third of the firm order budget is used for retrospective collection development.

F. Types of materials selected: Serials, monographs, handbooks, manuals, directories, building codes and standards, cost estimating indices, exhibition catalogs, electronic resources, professional certification exam study materials, and digital images. Videos/DVDs are collected selectively.

G. Types of Materials Excluded: Textbooks and building product catalogs are not collected.

IV. Primary Subject Classifications Collected

Urban design, city planning (history of cities; urban patterns, urban design & environmental issues) (HT165.5-169.5; HT170-177)
Metropolitan areas (HT330-334)
Suburban cities and towns. Urbanization (HT351-384)

Architecture
Periodicals (NA1-9)

Societies, congresses, collected writings (NA10-27)
Encyclopedias, dictionaries, collective biography (NA31-60)
Architecture & the state, general works, preservation, economic aspects (NA100-112)
Examination & licensing of architects (NA120-130)
History (NA 190-1555.5)
 Historiography, general works, style handbooks (NA190-204)
Architecture of special countries, 16th-20th C (includes works on individual architects) (NA701-1614) Architecture as a profession
(NA1995-2320) Competitions (NA2335-2360)
Museums, exhibitions (NA2400-2460)
Theory, aesthetics, treatises (NA2500-2530)
Architecture in relation to special subjects, i.e. climate, energy conservation, environment, etc. (NA2541-2597)
Architectural criticism (NA2599.5)
 Architectural drawing: exhibitions, collections, individual architects; technique, computer aided design (NA2695-2728)
Architectural design (NA2750-2817)
Architectural details: works on regions or countries; interiors, domes, towers, etc. (NA2835-3070)
Architectural decoration: classed by period, country, specific decoration of mosaics, etc. (emphasis on Ancient, Medieval, Renaissance) (NA3310-4050)
Special Classes of Buildings (NA4100-8480)
Buildings classed by materials (wood, masonry, steel, adobe, etc.) (NA4100-4145)
Special classes of buildings: classed by form; by use: public, religious buildings; domestic, etc. by region or country and period (NA4150-8480)
Aesthetics of Cities; City Planning (NA9000-9428)
General works, history, special topics: public squares, greenbelts, residential areas, skyscrapers, etc. (emphasis on United States, major European cities)

Landscape Architecture (SB451-475)
Special styles & types of gardens (emphasis on Renaissance gardens, history of notable gardens of Western Europe, America, China, Japan) (SB457.5-458.7)
Landscape architecture: periodicals (SB469)
Dictionaries, encyclopedias (SB469.25)
Symbolism, general works (SB470.7-472)
Landscaping industry (SB472.5)
Special topics: water, hillside, etc. (SB475.8-475.9)

Structural engineering, general (TA630-695)
Building Construction (TH1-9745)
Architectural engineering. Structural engineering of buildings (TH845-895)
Systems of building construction (TH100-1695)
Details in building design and construction (TH2025-3000)

Environmental engineering of buildings (TH6014-6081)

V.   Courses of instruction:
For a complete and updated list of courses offered as ARCHcourses, go to the undergraduate and graduate catalogs: https://catalog.clemson.edu/

VI.   Access to Information Not On-Site
   A. Remote Storage: Online request forms and document delivery enable access to materials in Clemson Libraries remote storage facilities within 24 hours.
   B. Borrowing from other libraries:
       ● PASCAL Delivers – service from libraries within South Carolina; limited to books/media
       ● Interlibrary Loan via the ILLIAD system – service worldwide in unlimited formats, including books, media, articles, microforms, etc.
       These services are free to Clemson University students, faculty, and staff.
   C. Internet Access: Off-campus access to all subscribed resources is enabled via proxy server secure login.

VII.   Selection Tools Used
   A. Approval plan – all NAs above the Supplementary level (Yankee Book Peddler)
   B. Standing orders (codes, square foot cost indices, etc.)
   C. Faculty requests
   D. Review Sources (architectural periodicals, ARLIS/NA, AASL, Choice)
   E. Publishers' catalogs, announcements, and conference displays
   F. Yankee Book Peddler searching: by series, publishers, authors, keywords/subjects
   G. WorldCat
   H. Subject search of Books in Print and Amazon

VIII. **Deselection Guidelines:**
       ● Weed all bound volumes of canceled or ceased journals where we have holdings of fewer than 5 years and where there has been no use since 1989.
       ● If holdings are duplicated electronically in stable digital form (e.g., JSTOR), bound volumes will be weeded. Some long runs of journals (for example, law reviews) may be stored even if not duplicated online.
       ● Books that are damaged, brittle or worn beyond repair will be discarded; replacements will be sought for high-use or classic items.
       ● Books more than 20 years old that have never circulated and are readily available from other libraries.

- Storage of any book more than 30 years old will be considered based on circulation data
- Duplicates: If more than two copies of a book, weed additional copies unless circulation is high.

IX. Evaluation Tools
    A. Circulation, recall, internal use
    B. Interlibrary loan and other requests
    C. Association of Architecture School Librarians lists of core periodicals and core reference resources for a first-degree program in Architecture, http://www.architecturelibrarians.org
    D. Faculty teaching and research interest surveys

X. Collection Assessment and Planning
    A. Qualitative Measures
        a. Bibliographies and library association core lists (Association of Architecture School Librarians)
        b. Benchmarking Projects Benchmark institutions: Georgia Tech, Virginia Tech, North Carolina State, Texas A&M, California Polytechnic, University of Cincinnati, Purdue

    B. Quantitative Measures
        a. Circulation statistics
        b. Budget comparisons with benchmark institutions

Appendix A: Architecture periodical subscriptions
A comprehensive list of Gunnin Library serials subscriptions is maintained online at http://libguides.clemson.edu/gunninserials. Additional titles in digital format are available to students, faculty, and staff through the Libraries' contracts with e- resource aggregators (Wiley, Taylor & Francis, etc.) as well as via JSTOR archive subscriptions.

Appendix B: Clemson University School of Architecture Course List
[Course number, title, credit hours (class hours, lab hours per week)]
ARCH 101 Introduction to Architecture 3(3,0)
ARCH 151 Architecture Communication 4(2,4)
ARCH 152 Collaborative Studio II 3(1,6)
ARCH 201 Introduction to Architecture 3(3,0)
ARCH 251 Architecture Foundations I 6(3,6)
ARCH 252 Architecture Foundations II 6(3,6)
ARCH 351 Studio Clemson 6(1,11)
ARCH 352 Studio Charleston 6(1,11)
ARCH 353 Studio Genoa 6(1,11)
ARCH 354 Studio Barcelona 6(1,11)

ARCH 355 Studio South 5(1,11)
ARCH 401 Architectural Portfolio II 1(1,0)
ARCH 403 The Modern Architectural Movement 3(3,0)
ARCH 404 Current Directions in Architecture 3(3,0)
ARCH 405, 605 American Architectural Styles 1650–1950 3(3,0)
ARCH 412, 612 Architectural History Research 3(3,0)
ARCH 414, 614 Design Seminar 3(3,0)
ARCH 416, 616 Field Studies in Architecture and Related Arts 3(0,9)
ARCH 421 Architectural Seminar 3(3,0)
ARCH 422 New Directions Seminar 3(3,0)
ARCH 424, 624 Product Design 3(0,9)
ARCH 425, 625 Energy in Architecture 3(3,0)
ARCH 426, 626 Architectural Color Graphics 3(3,0)
ARCH 427, 627 Advanced Color Graphics 3(3,0)
ARCH 428, 628 Computer-Aided Design 3(2,3)
ARCH 429, 629 Architectural Graphics 3(3,0)
ARCH 430, 630 Theories and Philosophies ofTechnology and Architecture 3(3,0)
ARCH 431, 631 Virtual Reality in Architecture 3(3,0)
ARCH 440, 640 New York Field Study 3(3,0)
ARCH 451 Architecture Studio III 6(1,11)
ARCH 452 Synthesis Studio 5(1,11)
ARCH 453 Writing Architecture 3(3,0)
ARCH 485, 685 History and Theory of Architecture + Health 3(3,0)
ARCH 488, 688 Architectural Programming and Predesign 3(3,0)
ARCH 490, H490 Directed Studies 1-5
ARCH 499, H499 Selected Topics in Architecture 1-3(1-3,0)
ARCH 557 Architecture Studio 6(0,18)