

# **JAMES WHITE LIBRARY RESOURCES DEVELOPMENT POLICY**

## **PART C. SPECIFIC GUIDELINES**

### **1 - ARCHITECTURE RESOURCE CENTER**

#### **1-0 MISSION STATEMENT**

The mission of the Architecture Resource Center (ARC) is to encourage and facilitate study and research in architecture within the framework of environmental stewardship, and to place an emphasis on international architecture. It reflects a commitment to the Division of Architecture, as well as to the professional community and the general public.

#### **2-0 GOALS**

2-0-1 To provide information resources that support the curriculum of the Division of Architecture.

2-0-2 To develop a broad collection of resources covering the field of architecture.

2-0-3 To build upon the Center's special strength in environmental design.

#### **3-0 DEFINITIONS**

3-0-1 Clientele:

The primary clientele are the students and faculty of the Division of Architecture, but the ARC also serves the Andrews University community as well as the wider professional and general community.

3-0-2 Collection Levels:

3-0-2-2 B Level - Research Level.

Resources supporting the EDRA program (environmental design research) are collected at this level.

3-0-2-3 C Level - Advanced Study Level

Resources in architecture and related fields are collected at this level.

3-0-2-5 E Level - Basic Level

Resources in some adjunct fields to architecture studies may be collected at this level.

#### **4-0 SPECIFICATIONS**

##### 4-0-1 Location of Architecture Materials

Print materials relating to architecture and related topics of the curriculum, but purchased from non-architecture fund allocations, may be housed within the ARC if there is agreement between the requestor and the ARC director.

##### 4-0-2 Collections

Since 1987 the ARC has developed a special relationship with the Environmental Design Research Association (EDRA) as the official depository for worldwide publications in the field of environment and behavior studies as this relates to design and architecture. Collection level is comprehensive.

##### 4-0-3 Responsibility for Resources Development

Selection of resources is the responsibility of the ARC director, who also takes suggestions from the faculty and students for purchases, and solicits their advice on sources and needs related to architecture.

##### 4-0-4 Nature and Level of Programs

The academic program in architecture is the Bachelor of Architecture professional degree program, incorporating a fifth year of study. To meet this need, the ARC seeks to acquire, maintain and make available to users an extensive collection of resources relating to the fields of architectural design, design theory, architectural history, landscape architecture, graphic communication and representation, architectural technologies, professional practice, planning environment and behavior, urban design and other areas relevant to the professional program. Because of the nature of the five year program, the collection development extends into the graduate level.

##### 4-0-5 Formats Collected

The ARC provides a wide range of books and periodicals, as well as appropriate non-book formats, in support of the Division of Architecture curriculum.

Audiovisual and multimedia materials are acquired and housed in the ARC when they are of interest primarily to architecture students and professionals. Other formats collected include boxed plates, product catalogs (“materials”), but not product samples. Also excluded are slides, since the Division maintains a separate slide collection. EDRA materials are accepted and housed within the ARC, irrespective of format.

#### 4-0-6 Continuations / Standing Orders

Some continuation series are significant and important in the field of architecture.

#### 4-0-7 Electronic Access

Electronic access is provided to indexes, databases and web sites which support the needs and interests of the Division.

#### 4-0-8 Donations

Gift materials are treated in accordance with the James White Library policy on donated materials. Donors will understand that duplicate and low priority items might not be placed in the ARC, but may be transferred to the Office of Resources Development in the main library for further evaluation and disposition.

#### 4-0-9 Duplicate and Multiple Copies

Duplicate and multiple copies will be considered only if there is significant demand for the materials either in ARC or elsewhere in James White Library.

### **5-0 SELECTION CRITERIA**

#### 5-0-1 Level

#### 5-0-2 Languages

English is the primary language of acquisition , but because of the heavy emphasis on pictorial and graphic presentation, materials in other languages may be acquired.

#### 5-0-3 Geographical, Cultural

Diversity of geographical and cultural materials is encouraged due to the nature of architecture and the international emphasis at Andrews.

5-0-4 Recency

All time periods are of interest.

5-0-5 Periodicals

The main criteria for selection (1) indexing in architecture periodical indexes, and (2) relevance to the architecture curriculum.

**6-0 DE-SELECTION CRITERIA**

Because of the nature of architectural study and the resources that support it, most print materials do not become obsolete. De-selection will apply mainly to materials in the fields of technology, including engineering, and textbooks.

**7-0 MATERIALS REVIEW**

James White Library has a materials review procedure if there is objection to any particular library material.