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## Core Requirement 2.9

**The institution, through ownership or formal arrangements or agreements, provides and supports student and faculty access and user privileges to adequate library collections as well as to other learning/information resources consistent with the degrees offered. These collections and resources are sufficient to support all its educational, research, and public service programs.**

**Judgment:** Compliant

### Response:

#### University Libraries

The [University Libraries](#) provide and support access to teaching and research materials for students and faculty. The strategic plan for the University Libraries is called its Blueprint. The [Blueprint](#) of the University Libraries identifies Collection Development as our first and most important goal: "Strengthen, build, expand and preserve print and digital collections that fully support the University's teaching." Access to materials is provided to Columbia and [distance education students](#) and faculty through on-site collections of print and electronic resources, remote access to online resources via proxy server, and through services such as [interlibrary loan](#) that provide access to materials not available in local collections and digital collections that provide online access to rare and fragile research materials. In addition, through its [electronic reserves service](#), the library supports access to class readings for distance learning and other classes by working with faculty to make sure that necessary readings are available electronically as they either meet fair use standards or have copyright permission. The Libraries participate in cooperative agreements that further expand access to materials for its users, including distance learning students. As described below, the University Libraries' collections are adequate to support all of the teaching and research programs of the University. The University Libraries conduct assessments and evaluations to ensure collections continue to support these programs.

The University Libraries have pursued several methods for determining appropriate learning/information resources. The Association of Research Libraries (ARL) [LibQUAL+®](#) survey has been administered several times, most recently in 2006. While the LibQUAL+® instrument may be considered an industry standard, it is often perceived as lengthy and complex. Since 2006, the Libraries' have pursued other methods of assessment.

The Libraries have an [online suggestion box](#). All suggestions from students and other patrons for acquisitions are carefully considered for purchase. Responses to many suggestions were highlighted in a "[You asked - we listened/More, Bigger, Better](#)" Campaign with posters around the library.

In 2007, the University Libraries administration decided that assessment should become more of a focus. An [Assessment Information Team \(AIM\)](#) was created and a librarian was designated as a part-time Assessment Librarian. In the same year, the University Libraries hired assessment consultants from ARL to review assessment activities and recommend improvement. Prior to the consultants' visit, the Libraries [inventoried their assessment activities](#). After an onsite visit, the consultants suggested new strategies for assessment in their [written report](#) and follow up. As a result, the Assessment Librarian was increased to a full time position in the Communications, Assessment and Publications Department. This librarian leads the AIM Team, charged with advising and assisting the University Libraries with assessment initiatives.

In 2008 the University Libraries adopted a strategic [assessment plan](#) developed by the AIM Team. According to the plan, the AIM team has reported on projects completed to date: "[flip-chart](#)" surveys, [post card questionnaires](#) a [needs assessment](#) on group study spaces, and a [survey on study room preferences](#). The AIM team is developing a user-centered survey for the upcoming academic year to measure our libraries' value and impact to students, faculty and staff.

Beyond University Library assessment initiatives, the Vice Provost and Director of Distance Learning coordinates quality assurances related to access and availability of learning resources required by distance learning classes and students. A [white paper on distance learning](#) and the [five-year action plan](#) build on data-based assessment of the success of distance learning activities to identify problems and ultimately assure the quality of access to materials required for distance learning. The plan also includes strategic initiatives that are designed to broadly assure quality of distance learning.

#### Collection Development Department

Another demonstration of the University Libraries commitment to ensuring that collections continue to provide adequate resources to support all programs of the University is the [Collection Development Department](#). The Department maintains a [collection development policy](#) to guide the development and maintenance of the collection. Today the department consists of [two Librarians and one Library Specialist](#). In addition, 16 librarians in other departments have subject area responsibilities as [liaisons](#) to faculty in their subject areas.

Many of the department's activities ensure that collections are supporting the teaching and research needs of the University. The department works closely with faculty members in prioritization journal subscriptions. These continuing costs comprise about 84% of the materials budget, so it is vital the Library demonstrate the importance of each subscription. The department maintains a list of [all new subscriptions faculty have requested](#). This list is valuable in helping the department build collections effectively by addressing specific needs. The department also analyzes reports from [Interlibrary Loan](#) showing [which journals not in our](#)

**collection** are needed most by faculty and students. For evaluation of database relevance to user needs, the department produces **statistical reports** showing details of how the resources are used.

In addition to journals and databases, faculty members also need books to support their teaching and research. The Library makes allocations each year for book purchases requested by academic units. In addition to those allocations, the Library asks new faculty members in the first year of appointment to request books specifically in their areas of interest. Faculty members can submit requests for books to the Library through **eRequest**, an online request system. These faculty requests provide valuable information about faculty interests and help build collections in areas not previously collected. More vital information about collection use and cost can be extracted from the Library's integrated library system **collection development reports**. This report allows the department to correlate expenditures, collection size, and use of the collection. All of these are vital pieces of information in assessing the collection.

The department also oversees the Library's responses to requests from faculty **regarding new course proposals, new programs proposals**, and information about library resources for re-accreditation reports (as an example, see **a report for the School of Journalism and Mass Communications**). All of these reports are used to evaluate how well collections meet the academic objectives of the University.

#### *General Library Collections*

Library resources are available to USC students, faculty, and staff at several library facilities and most resources are available via the Internet 24/7. General collections are housed in the **Thomas Cooper Library**, the **Elliot White Springs Business Library**, the **Math Library**, **Music Library**, and in a remote storage facility known as the **Library Annex**. Students, faculty, and staff have borrowing privileges at each of these libraries.

The general collections, in the latest fiscal year, numbered: 3,273,541 volumes; 325,817 cartographic materials; 250,294 graphic materials; 38,919 audio materials; and 16,385 film and video materials. In July 2009, University Libraries subscribed to 9,511 journals and maintained online access to 29,493 unique journal titles. The general collections are heavily used. In 2008-2009, 243,474 items circulated, 5,490,817 searches were performed in databases and 2,452,129 full-text articles were successfully retrieved from them. These resources broadly support the teaching and research needs of the University's students and faculty and include materials ranging from undergraduate reserve materials to specialized research journals.

General collections also include many e-books and e-book collections, including **Oxford Reference Premium**, **ACLS Humanities E-Book Collection**, **Sage Reference Online (Handbooks)**, and **Gale Virtual Reference Library**.

General collections also include **U.S. government documents**. In 2009-10, University Libraries celebrated the 125th anniversary of its designation as a regional depository for federal government publications. This collection consists of a wealth of current and historical materials. The collection contains 951,954 volumes, including congressional publications and census reports, as well as many reference works to help users identify and find research materials.

Materials that are infrequently used, fragile, or archival are stored at a remote storage facility known as the **Library Annex**. The Annex has the capacity to house 1.5 million items which are cataloged and searchable in the library catalog. Most items housed in the Library Annex are available for checkout within 24 hours and many journal articles can be digitally delivered to faculty, students, and staff.

#### *Special Collections*

In addition to the general library collections, users have access to unique research collections in the South Caroliniana Library, South Carolina Political Collections, Rare Books and Special Collections, Moving Image Research Collections, and Digital Collections. Materials kept in these libraries are available for on-site use. Many online resources from these collections are freely available through the work of the Digital Collections department.

The historic **South Caroliniana Library** holds one of the nation's most important Southern history collections. Its holdings are essential to the understanding of South Carolina and Southern culture over the last three hundred years. When its construction was completed in 1840, the South Caroliniana Library became the first freestanding college library building in the United States. It housed what was generally regarded as one of the finest book collections in the nation. During the 1930s the University of South Carolina formally began to collect **manuscripts, published materials, and visual materials** documenting South Carolina's social, political, literary and cultural heritage as well as the history of the University itself. After the construction of a larger main library in 1940, the original library building became the South Caroliniana Library, dedicated to acquiring, preserving, and making available for research the growing collection of historic materials. In addition to serving the research and curriculum needs of a wide variety of faculty and undergraduate and graduate students, the Caroliniana attracts scholars from across the nation and the world. The South Caroliniana Library also houses the **University Archives**.

Established in 1991, **South Carolina Political Collections (SCPC)** collects, preserves, and encourages research in private papers documenting South Carolinians and their government at the national and state levels in the post-World War II era. SCPC collections include records of South Carolina's leaders in **Congress** and the **General Assembly**, the state's **political parties**, and other **individuals and organizations** playing substantive roles in politics and government. SCPC's **oral history** program supplements the collected documentary record.

The heart of the University's **Rare Book and Special Collections** remains the library of the original South Carolina College, books purchased or donated during the early nineteenth century. This library was particularly strong in general and classical literature, modern history, travel books, and natural history. With later additions, these core collections illustrate the history of the printed book and its cultural role from the invention of printing to the twentieth century. There are significant holdings for most major British writers from the Renaissance onwards, especially the **Robert J. Wickenheiser Collection of John Milton** and **The G. Ross Roy Collection of Burnsiana & Scottish Literature**. American Literature holdings include most major American writers of the nineteenth and twentieth centuries, highlighted by the **Matthew J. & Arlyn Brucoli Collection of F. Scott Fitzgerald** and the **Speiser and Easterling-Hallman Foundation Collection of Ernest Hemingway**.

**Moving Image Research Collections** promotes innovative uses of moving image material by teachers and researchers across the broadest possible range of disciplines. In 1980, the University of South Carolina received the Fox Movietone News Collection, which constitutes the core of the Newsfilm Library. Since then the University's moving-image collections have grown steadily through the generous contributions of businesses and individuals across the country. In Fall 2009, the collection became international in scope when the University Libraries received a large gift of film from the People's Republic of China. This collection is of particular interest as a document of cultural diplomacy in that it represents what Chinese officials thought the people of the United States should see and know about China after the normalization of diplomatic relations in 1979. Films include documentaries of life in China, animated films, and landmark fiction film titles. In addition to over 11 million feet of Fox News film, the library holds several million feet of film distributed over 15 distinct collections. Currently, total holdings are estimated at 20 million feet in diverse film formats.

The University Libraries **Digital Collections Department** works closely with the Libraries special collections areas as well as University faculty in order to: enhance scholarship and research; to increase access to its holdings; to support the teaching and learning activities of faculty and students; and to promote lifelong learning by the citizens of South Carolina and the public at large. Digitization of historic research materials not only provide improved access and increased use of the materials, it also helps preserve the delicate originals by providing the digital surrogates. Goals and objectives, project guidelines, and sustainability information can be found on the department's **web site**. To date, Digital Collections has created sixty-three collections and over fifty thousand images at its scanning operation located in the Thomas Cooper Library. University Libraries provided the leadership and initial funding for the development and implementation of the **South Carolina Digital Library** (SCDL). The SCDL is a cooperative venture between the University of South Carolina, College of Charleston and Clemson University to provide scanning centers in strategic areas across the state. In this effort partnerships are formed with other colleges and universities, public libraries and museums to digitize, share and preserve the rare and valuable materials across the state. Currently the SCDL has 90 collections and 80,000 images from across the state that can be accessed from a **single search interface**. In 2009 the Digital Collections Department and the South Caroliniana Library were awarded an NEH National Digital Newspaper Project grant to digitize 100,000 pages of microfilmed South Carolina newspapers from 1860-1922. Scanning began in January 2010 and is scheduled to be completed in 2011.

#### *Cooperative Agreements and Consortia*

Through cooperative agreements and consortia, University Libraries is able to increase the number and variety of resources available to users at a better cost.

The eight campuses of USC share a **library catalog** and materials. Negotiations for new resources at the Columbia campus routinely involve obtaining price quotes and consortia agreements for additional campuses to join in each acquisition. The Columbia campus contributes \$53,000 annually to support access to online resources for all of the regional campuses.

All USC campuses belong to the **Partnership Among South Carolina Academic Libraries (PASCAL)**, a unit of the **South Carolina Commission on Higher Education (CHE)**. PASCAL facilitates sharing of resources among its **57 members** through a union catalog and the PASCAL Delivers service, which provides quick, reciprocal borrowing and lending between partner institutions. PASCAL also pays for member access to online resources from EBSCO and Gale. PASCAL serves as a coordinator of group purchases of online resources such as *Lexis/Nexis Academic Universe* and the Ovid/Lippincott Nursing journals package. USC played an important role in the founding of PASCAL and many librarians continue to serve on PASCAL committees.

USC also benefits from the South Carolina State Library's **DISCUS** program. DISCUS provides access to online resources to all school, public, and academic libraries in South Carolina. Thanks to DISCUS, University Libraries provide access to *Expanded Academic ASAP*, *Business and Company Resource Center*, *Biography Resource Center*, and several other resources.

The University Libraries in Columbia belong to The **Association of Southeastern Research Libraries (ASERL)**. ASERL provides a union catalog and reciprocal borrowing privileges among member institutions, allowing University Libraries patrons access to more than 30 million volumes in the **KUDZU** catalog.

University Libraries is also a member of the **Center for Research Libraries (CRL)**. CRL holdings include over four million newspapers, journals, dissertations, archives, government publications and other traditional and digital resources for research and teaching. These materials are available to USC-Columbia faculty, students, and staff. Often CRL materials can be borrowed for extended periods to allow for in-depth research.

University Libraries participate in joint purchases of online resources through the **Carolina Consortium**. The Carolina Consortium "enables academic libraries in North Carolina and South Carolina to use their bulk purchasing power to obtain favorable pricing on a variety of electronic resources that are of significant interest to the scholarly community." USC benefits directly by participating in these arrangements with online providers for reduced subscription costs to important resources such as *Communication and Mass Media Complete* and the Oxford University Press journals package.

The organizational meeting of SOLINET was held at the University of South Carolina in 1973. Today, its successor organization, **Lyrisis**, offers members the benefits of increased purchasing power, as well as consulting services and access to preservation and digitization services.

For materials not available through state and regional libraries, the **Interlibrary Loan Department (ILL)** arranges for borrowing of items from lending libraries all over the world. ILL can deliver many journal articles directly to faculty desktops.

#### **Regional Campuses**

There are four USC Regional Campus Libraries at five locations: **Lancaster**, **Salkehatchie**—West (Allendale) and **Salkehatchie**—East (Walterboro), **Sumter** and **Union**. The head of each Regional Campus library reports to the Academic Dean of their respective campus. The Salkehatchie—East librarian reports to the Salkehatchie—West librarian.



The Regional Campus Libraries all provide standard services such as reference, circulation, instruction, interlibrary loan (as well as deliveries by **PASCAL**—Partnership Among South Carolina Academic Libraries and **Kudzu**) study rooms, internet access and online reference services. All campuses of USC share a **library catalog**. The catalog allows users to view all items held throughout the USC system or can be easily changed to allow users to only view items held at a specific campus. The catalog can be accessed from terminals in the library, on campus, or from off-campus via the internet.

In addition to the catalogs and services shared among USC campuses, each campus has its own database of electronic resources and unique collections of specialized interest. This also ensures that each campus has appropriate and adequate resources consistent with programs offered. With the same intent, all campuses encourage faculty involvement in the selection process. Individual faculty members or departments may make recommendations for purchase in writing. In fact, any patron, faculty, staff, and student may make suggestions for additions to our collection. Campus libraries are continually assessing the collections—books, periodicals, media, electronic resources—to ensure the quality and quantity of library materials available and pertinent to the curriculum.

#### *USC Lancaster*

**Medford Library – USC Lancaster** provides services to faculty, staff, and students with access to the **online catalog** which lists books, and an e-books collection through **NetLibrary**. Users may identify and read magazine and journal articles by topic from the library's **list of electronic resources**. **Interlibrary Loan (ILL) service** and **PASCAL Delivers** is available for materials not owned by the library.

The USCL Library strives to provide an adequate and balanced collection, which will meet the needs of the faculty and students. Library materials are selected according to their usefulness in supporting the USCL curriculum, and priorities for acquiring materials and establishing services are determined with the needs of the users in mind. Written collection development policies and procedures based on the institutional mission are available at <http://usclancaster.sc.edu/library/data/CollDev.pdf>, and policies are in place providing for the preservation, replacement or removal of deteriorating materials. Faculty and library staff share the responsibility of evaluating areas of the collection to determine strengths and weaknesses and to identify materials that need to be added. Both current and future course offerings are considered so that materials support all courses. The library utilizes an internal and continuous five-year library planning process concerning materials and services; these documents are shared with the faculty Library Committee for their feedback. Additional needs are identified through surveys and through individual consultation. The Head Librarian meets with the faculty Library Committee in the early fall to establish budgetary priorities for USCL.

The Head Librarian works with the faculty to provide even coverage in the collection. All teaching faculty members recommend for purchase books and other materials to support their courses. Each academic division receives a percentage of the book budget based on such factors as enrollment, current and future course offerings, and previous circulation in that area. In addition, the library staff recommends purchases to maintain and support all academic areas. All new materials are purchased on a priority basis to support the areas of growth and demand as funds permit.

In working to create an appropriate collection, the Medford Library has relied on standard bibliographies, book reviews in professional journals, and faculty input for making book selections. Choice Cards, professional journals, publisher's catalogs, and various web sites are also used. USC system-generated reports supply quantitative data for evaluation in terms of collection age, usage, and number of titles per LC subclass.

Periodicals are selected and de-selected on the basis of curricular need, patron demand, cost, and electronic availability, and all collections are weeded for currency. Items determined to have little or no academic benefit are selected for possible removal. Control and dispensation of acquisitions funds remains a library responsibility. One challenge the library faces is that of balancing the traditional demand for a core collection with the emerging demands for new electronic resources, especially during a period when the costs of books, and especially journals, are increasing at a rate well beyond the inflation rate for the general economy.

As an aid to collection assessment and evaluation, the USCL Library and other regional campus libraries use the useful comparison data contained in recommended lists such as Books for College Libraries, Outstanding Academic Titles, and the titles reviewed in Booklist. Data collected from these comparisons provides an objective overview of collections, serving as a baseline assessment tool.

Finally, the USCL Library ensures that faculty and students have access to a wide range of electronic resources. Through the faculty library committee, the library receives recommendations for additional electronic resources. A full listing of **electronic resources** is available on the Medford Library Web.

The Medford library collection consists of over 80,000 cataloged monographs, serial back files and other hard copy items, over 1,370 audiovisual items, and over 47,249 microform items. Our printed materials are supplemented by over 35,699 electronic books. The Medford Library subscribes to about 12 print journals and periodicals and these are supplemented by over 25,415 electronic journal titles. The number of bibliographic and full-text databases is currently over 135 and continues to grow each year.

Medford Library annual student surveys showed 80% of students consider it important to be able to access the Library's electronic resources from home. To support that need, the Library in 2001 began a concerted effort to increase access to electronic resources through use of a proxy server on the Columbia campus, plus the additional use of locally-created password-protected pages for other databases. Over the years, progress increased the number of resources available to our students remotely until in 2008, Medford Library achieved the goal of implementing our own proxy server, administered locally. All of the Library's over 130 electronic resource subscriptions that can be legally accessed remotely are now available to our students by proxy access. The Library recently opened its new **Native American Studies Archive**. The collection began with the acquisition of the papers of noted Catawba scholar Thomas Blumer. The archive is designed to promote a better understanding of local and state Native American history and culture and will support the new USCL Native American Studies program. **Medford Library is a selective Federal Depository Library**, providing residents with free access to many publications of the U.S. Government. New publications arrive daily, and much also can be accessed over the Internet.

The library is open and staffed 64.5 hours per weeks, including weekend and evening hours, and will also open additional hours by prior appointment to assist with course requirements or assignments. Photocopying

and study rooms are available onsite. Assistance with the collection and databases is provided by the library staff.

Library instruction at Medford Library, USC Lancaster, is conducted regularly. Every UNIV 101 class attends one class period of in-library orientation. Instructors of English 101 and 102 regularly schedule their classes for in-class library orientations. Any faculty member can arrange library orientations for discipline-specific resources. Medford Library librarians have also offered Library orientations for new faculty.

#### *USC Salkehatchie*

**USC Salkehatchie Libraries** serves its students, staff, faculty and the communities at two locations: Allendale and Walterboro.

The USC Salkehatchie Libraries support curricular and extracurricular programs offered by the institution. The libraries are open to all USC students, faculty and staff, and to the general public of our five-county service area. The libraries' collection consists of over 58,569 cataloged monographs, serial back files and other hard copy items, over 5,437 audiovisual items, and over 17,056 microform items. Our printed materials are supplemented by over 19,874 electronic books. The Salkehatchie Libraries subscribe to about 117 print journals and periodicals and these are supplemented by over 12,900 electronic journal titles. The number of bibliographic and full-text databases is currently over 150 and continues to grow each year. Most electronic resources are available to the students from off-campus.

The library is continually encouraging faculty involvement in the selection process. Individual faculty members or departments may make recommendations for purchase either in writing or through our on-line request page, **eRequest**. The librarians are continually assessing the collections—books, periodicals, media, electronic resources—to ensure the quality and quantity of library materials available and pertinent to the curriculum.

Both **USC Salkehatchie West and East Libraries** are open and staffed 64.5 hours a week. Each library maintains scholarly print books and journals, audiovisual items, and microform items that support their particular set of programs. The library staff offer Bibliographic Instruction (BI) on their facilities and resources through class sessions, one-on-one instruction/consultation, phone/email reference and reference assistance, to help the students better locate and utilize the resources available in the libraries. At USC Salkehatchie, the librarian gives a library orientation program to each section of English 102 and to each section of "Student in University." Instruction programs can also be arranged for classes or individuals whenever the need arises.

#### *USC Sumter*

The University of South Carolina Sumter Anderson Library supports curricular and extra-curricular programs offered by the institution. The library is open to all USC students, faculty and staff, and to the general public of our county area. The library's collection consists of over 70,235 cataloged monographs, serial backfiles and other hard copy items, over 205 audiovisual items, and over 13,816 microform items (includes film and fiche). Our printed materials are supplemented by over 13,065 electronic books. The Anderson Library subscribes to about 118 print journals and periodicals and these are supplemented by over 12,900 electronic journal titles. The number of bibliographic and full-text databases is currently over 128 and continues to grow each year. Access to the electronic books, journals, and databases is available through the libraries' **website**. Most electronic resources are available to the students off-campus through a proxy server.

The Anderson Library has borrowing agreements with the other USC campuses. The Anderson Library also participates in a statewide (Universal) higher education borrowing agreement.

In addition to the above mentioned agreements, the USC Anderson Library is a participating member of the Partnership Among South Carolina Academic Libraries (**PASCAL**). PASCAL provides member libraries with consortia pricing for databases as well as collaborative professional collection development for these resources and book collections. In January of 2007, USC Sumter Anderson Library began participating in PASCAL Delivers as a lender and added borrowing in June of 2007. This is a rapid book delivery service for the patrons of all PASCAL member institutions. PASCAL Delivers begins with a single, web-based, unified catalog of library holdings. Library users search the **PASCAL Catalog**, locate books in any member-library, submit an electronic request for delivery of a book to their home institution, and receive those books within a few days. The PASCAL Delivers catalog is a combined, or "union" catalog—a listing of items owned by PASCAL member-libraries. The catalog includes books, journals and periodicals, audiovisual materials, sound recordings, electronic resources, government documents, archives and manuscripts, maps, and music scores. PASCAL Delivers is part of the State-wide **Electronic Academic Library**. This rapid delivery service allows the Anderson Library access to over 12 million volumes from academic libraries across South Carolina, with most requests being filled within three days. This service has overwhelmingly replaced most patrons' need for the use of Interlibrary Loan within the state of South Carolina. During the 2008-2009 fiscal year, Anderson Library loaned 262 items and borrowed 243 items through PASCAL. This number has significantly increased this fiscal year.

For materials outside the state of South Carolina or from public libraries within the state, USC Sumter faculty, staff, and currently enrolled students can utilize our Interlibrary Loan services through **ILL Express**. Generally, there are no fees for book requests within the USC system. There may be fees associated with certain interlibrary loan activity, to include photocopying, postage, and a basic loan fee, depending on the lending libraries policies. During 2008-2009 the Anderson Library loaned 322 returnable's and 28 non-returnable's, and we borrowed 102 returnable's and 57 non-returnable's. These numbers were down from the previous year due to the use of PASCAL Delivers, and the numbers have significantly dropped during this year because of the use of PASCAL Delivers by our patrons.

The institution's print and periodical collection, E-books, electronic journals, electronic databases, various library agreements, PASCAL Delivers, and Interlibrary Loan services give our students, faculty and staff access to a wealth of information to support their curricular studies, professional research, and personal research endeavors.

The library collection development policy is based upon the library's mission to "support the curricular information needs of students, faculty, staff, and, where possible, the greater community it serves. The library

provides books, periodicals, electronic, computer, and other resources in support of curriculum and instruction."

Anderson Library is continually encouraging faculty involvement in the selection process. Individual faculty members or departments may make recommendations for purchase in writing or via email. In fact, any patron, faculty, staff, and student may make suggestions for additions to our collection. The library is continually assessing the collections—books, periodicals, media, electronic resources—to ensure the quality and quantity of library materials available and pertinent to the curriculum.

#### *USC Union*

The mission of the **USC Union Library** is to support the educational goals of the campus while adhering to the overall academic mission of the University. The library accomplishes its mission in the following ways: by building and maintaining comprehensive collections of resources that support the academic offerings of the curriculum available to students, faculty, staff, and other patrons throughout Union County and the immediate area; by instructing students and library patrons in effective methods to locate and retrieve the information they seek; and by utilizing the most advanced technologies available to provide additional access to information needed to successfully meet the academic needs of USC Union and its community.

According to accepted standards for colleges enrolling fewer than 200 FTE students, the library space meets basic standards. The library maintains instructional AV equipment such as overhead projectors, a television with DVD and video players, and audio cassette players. There are four computers in the library for patron use. The library at the Laurens County Higher Education Center, maintained by Piedmont Technical College, has similar resources, including two computers provided by USC Union for patron use.

The **collection** consists of 31,866 volumes both circulating and reference. This is supplemented by **Electronic Books** numbering 19,204 and AV totaling 417. The library subscribes to 39 **databases** in addition to the 35 **DISCUS** databases, has subscriptions to 29 periodicals and standing orders, and provides full access to the resources on and off campus via the **Library** website. These learning resources are adequate for the purpose of the institution. The ACRL standards recommend that for an FTE student population of 1000 – 2999, a minimum collection of 40,000 volumes is required. Approximately 1,000 volumes are available at the **Laurens County Higher Education Center library**.

The USC Union library ensures that it is available to all faculty members and enrolled students by operating 47.5 hours per week at the Union campus. The library is open Monday – Thursday 8:30a – 7p and Friday 8:30a – 12p. The library at the Laurens County Higher Education Center is open Monday – Thursday 8a – 8p and Friday 8a – 12p. Besides e-mail contact via the **Library webpage**, an 800-telephone number is also available for out-of-town students to contact the library staff.

The library has access to a wide variety of collections to supplement its own. Using **PASCAL Delivers**, students, faculty and staff may order books from 56 libraries throughout South Carolina. Items are delivered within 24 – 48 hours, on Mondays, Wednesdays, and Fridays. **Inter-library Loan requests** may be submitted to any academic or public library in the country. Delivery may take up to 2 weeks. The **KUDZU** catalog allows users to search the holdings for 19 of the Association of Southeastern Research (ASERL) Libraries, connecting more than 300,000 students and faculty to more than 30 million volumes. Delivery may take up to 2 weeks.

The library is continually encouraging faculty involvement in the selection process. Individual faculty members are asked biannually recommendations for purchase and may make requests at any time via e-mail. The librarian continually assesses the collections—books, periodicals, media, electronic resources—to ensure the quality and quantity of library materials available and pertinent to the curriculum. Access to the catalog and online resources is available to faculty continuously on the **Library webpage**.

#### **Law School**

The **Coleman Karesh Law Library** provides all the information called for in the core collection prescribed in the American Bar Association **accreditation standards**. The law school was first accredited in 1925. That accreditation has never been rescinded. The **report** from the latest ABA sabbatical visit in 2009 does not mention the law library at all. The report of the inspection team of the American Bar Association dated October 6, 2009, states in Finding 74, "The Library serves the research, curricular, and educational needs of the faculty and students." The law library purchases information in print, microform, audio-visual, and electronic formats. Among other primary material, the library owns the codes of forty-two states in print with electronic access to the remaining states' codes. The law library also provides access to significantly more information than required by the minimum standard. As of June 30, 2009, the collection contained 544,921 volumes and volume equivalents and 79,466 titles. The library currently has approximately 34,700 volumes housed in the University's offsite storage facility. The offsite storage facility has proved vital for the housing of the physical collection. The majority of the items stored off-site are items published more than 100 years ago.

The Law Library purchases information pursuant to its **Collection Development Policy** which was most recently revised in October 2008. The latest review of the collection had the following goals: to determine how the collection is meeting the educational and research needs of the law faculty and students; to revise the collection development policy as needed; to develop an orderly plan for cancellations in an environment of flat acquisitions budgets; and to redirect acquisition monies to higher usage materials and unmet needs. The library personnel began this process by gathering various inputs (e.g., interlibrary loan statistics and circulation data) on both the collection and the services the library provides. Librarians then analyzed the data to identify trends on the usage of the library. An extensive review involving all library professionals will be conducted every third year.

In addition, the law library provides access to numerous electronic databases, including Westlaw, Lexis, BNA, CCH Intellconnect, the Environmental Law Reporter, Index to Legal Periodicals Retrospective, LLMC Digital, Hein Online, Lexis/Nexis Congressional (including Digital Hearings, Committee Prints, and the Congressional Record), and other databases listed on the **Electronic Indexes—Limited Access** page of the library's website. Law students, law faculty, and walk-in patrons also have access to the several hundred electronic databases made available through the Thomas Cooper Library web site. Students and faculty of the Law School can access all of the databases that the law library subscribes to from off-campus through a proxy server. The Law



Library maintains several **special collections**. The largest is the South Carolina Legal History Collection, which contains 2,213 volumes, manuscripts, and archival material relating to the legal history of South Carolina.

Law Library personnel regularly seek feedback from law faculty and students regarding the Law Library's collection and services. The Law Library Director is an *ex-officio* member of the law school's Executive Committee (giving faculty members an opportunity to provide advice and counsel on library policy and programs) and the Curriculum Committee (in which library support for curricular offerings can be evaluated). As a senior member of the law school's administration, the Director also participates in monthly meetings with senior administrators during which information is exchanged concerning library activities and law school priorities. Upon the hiring of a new Associate Dean and Director of the Law Library in April 2007, the Dean reconstituted the Library Committee. The Library Committee consists of six law faculty members and one legal writing instructor and meets regularly during the academic year. The Director serves as an *ex-officio* member of the Library Committee which advises on library policies and serves as a feedback mechanism on the type and quality of library service.

In March 2009, an Assistant Director for Faculty Services was hired to coordinate library services for law faculty. In addition to supporting faculty scholarly research, the librarian in this position regularly interacts with the faculty and serves as an important liaison with the faculty regarding library services. In addition, the law library faculty members who hold a J.D. degree actively participate in the curriculum by teaching the required Legal Research course to first-year students. Because of their regular interaction with students, librarians also recommend improvements to the library's collection and services to better serve law student information needs.

In addition to the feedback received in the ways described above, the Law Library has also assessed its services through formal surveys. In 2007, the Law School surveyed the South Carolina Bar about a number of issues. Among the questions asked was the observed adequacy of recent law school graduates in various professional skills, including legal research. According to the responses, law firms reported a satisfaction score of 3.45 out of a possible 4.00 for recent graduates' research skills in electronic resources. The satisfaction score for research skills in print sources was 3.01 out of 4.00. [*Preparation for the Profession of Law*, Report to the South Carolina Bar, January 18, 2008, on file with the Law Library.]

Each year, the student body of the law school participates in the **Law School Survey of Student Engagement**, a nationwide survey. Few of the questions focus on the library or its resources, but those that do reveal a high level of satisfaction. In the 2008 survey for example, 94.5% of the third year class reported being satisfied or very satisfied with the library assistance they received. A substantial majority, 79.7%, reported that they had developed their legal research skills "Quite a bit" or "Very much" while in law school. Because of budget cuts, the Law School has not been able to continue to participate in this survey. [*USC Law School Report 2008*, on file with the Law Library.]

#### School of Medicine Library

The **School of Medicine (SOM) Library** has a strong collection of 28,208 electronic journals, 420 electronic books, 83 databases, 33,150 print books, and 340 print journals. Since SOM faculty and students have access to electronic resources from the SOM Library as well as the main campus University Libraries, a rich assortment of resources is available. The Library's budget has increased 13% since 2002. This increase has allowed for: the addition of numerous e-journals; Essential Evidence Plus, an evidence-based medicine tool; AccessMedicine, a medical e-textbooks collection; information portals; and a United States Medical Licensing Examination (USMLE) board certification test preparation system. Students and faculty on the Palmetto Health Richland (PHR) Hospital and Greenville Hospital System University Medical Center (GHSUMC) campuses may easily access the library's resources via a proxy server.

The libraries at PHR and GHSUMC have strong collections which provide M-III and M-IV students with additional clinical information resources unavailable from the SOM Library such as UpToDate and Micromedex. The Dorn Veterans Administration Hospital (DVAH) library has an adequate collection of books and journals and students have 24/7 access to electronic resources via the VA intranet.

To ensure that its collections and resources support the School of Medicine's educational, research, and public service programs, the Library solicits feedback from its users via the **Library Committee**, an online suggestion box, and user assessments. A review of the Association of American Medical Colleges Medical Student Graduation Questionnaire results for 2009 indicates that student level of satisfaction with the library was high with 78% of the class responding that they were very satisfied compared to the national average of 34%. The Student Self-Study Report completed by SOM students as part of the SOM self-study process for the Liaison Committee on Medical Education (LCME) accreditation in 2008 reported the following regarding the library. "Additionally, students were extremely satisfied with the library and the electronic resources offered by the School of Medicine. Students felt that the library staff members and electronic resources are very accessible. In addition, having remote access to the library's electronic holdings has been extremely helpful to students who are on clinical rotations in Columbia, in Greenville, or at another medical school for an away rotation." A survey of students and faculty conducted in March 2008 revealed that a majority of respondents rated the quantity, quality, and accessibility of the library's electronic and print collections as excellent and above average, respectively.

Additions to the Library's collection are based primarily on faculty and student purchase recommendations and guided by the Library's **Collection Development Policy**. As a member of the SOM Executive Committee and Curriculum Committee, the Director of Library Services ensures that library collections and resources are considered when new educational, research and patient care initiatives are undertaken.

#### Supporting Documentation:

Description	Source
<b>USC Libraries</b>	
Libraries	
Business Library	<a href="http://www.sc.edu/library/pubserv/business.html">http://www.sc.edu/library/pubserv/business.html</a>

Library Annex	<a href="http://www.sc.edu/library/annex/index.html">http://www.sc.edu/library/annex/index.html</a>
Math Library	<a href="http://www.sc.edu/library/math.html">http://www.sc.edu/library/math.html</a>
Music Library	<a href="http://www.sc.edu/library/music/">http://www.sc.edu/library/music/</a>
South Caroliniana Library	<a href="http://www.sc.edu/library/socar/index.html">http://www.sc.edu/library/socar/index.html</a>
Thomas Cooper Library	<a href="http://www.sc.edu/library/pubserv/govdocs3.html">http://www.sc.edu/library/pubserv/govdocs3.html</a>
University Libraries	<a href="http://www.sc.edu/libraries/">http://www.sc.edu/libraries/</a>
Regional Campus Libraries	
Lancaster	<a href="http://usclancaster.sc.edu/library/index.html">http://usclancaster.sc.edu/library/index.html</a>
Salkehatchie	<a href="http://uscsalkehatchie.sc.edu/library/index.html">http://uscsalkehatchie.sc.edu/library/index.html</a>
Sumter	<a href="http://www.uscsumter.edu/index.php/library">http://www.uscsumter.edu/index.php/library</a>
Union	<a href="http://uscunion.sc.edu/library/library.html">http://uscunion.sc.edu/library/library.html</a>
School of Medicine (SOM) Library	<a href="http://uscm.med.sc.edu/">http://uscm.med.sc.edu/</a>
Library Committee	<a href="http://uscm.med.sc.edu/committee.asp">http://uscm.med.sc.edu/committee.asp</a>
Collection Development Policy	<a href="http://uscm.med.sc.edu/CDP.pdf">http://uscm.med.sc.edu/CDP.pdf</a>
Coleman Karesh Law Library	<a href="http://www.law.sc.edu/library/">http://www.law.sc.edu/library/</a>
<b>Library Partnerships/Other Libraries</b>	
Partnership Among South Carolina Academic Libraries	<a href="http://www.pascalsc.org/">http://www.pascalsc.org/</a>
Members	<a href="http://pascalsc.org/content/view/27/1/">http://pascalsc.org/content/view/27/1/</a>
South Carolina Commission on Higher Education	<a href="http://www.che.sc.gov/">http://www.che.sc.gov/</a>
Association of Southern Research Libraries	<a href="http://www.aserl.org/">http://www.aserl.org/</a>
KUDZU	<a href="http://www.sc.edu/library/kudzu.html">http://www.sc.edu/library/kudzu.html</a>
KUDZU Catalog	<a href="http://webz.library.vanderbilt.edu:8110/WebZ/USC?sessionid=0">http://webz.library.vanderbilt.edu:8110/WebZ/USC?sessionid=0</a>
ASERL/KUDZU Agreements	<a href="http://www.aserl.org/projects/kudzu/ILL.policy.htm">http://www.aserl.org/projects/kudzu/ILL.policy.htm</a>
Lyrisis	<a href="http://www.lyrisis.org/About-Us.aspx">http://www.lyrisis.org/About-Us.aspx</a>
Interlibrary Loan Department	<a href="http://ill2.tcl.sc.edu/default.html">http://ill2.tcl.sc.edu/default.html</a>
Lancaster	<a href="http://ill2.tcl.sc.edu/illiad/LANC/logon.html">http://ill2.tcl.sc.edu/illiad/LANC/logon.html</a>
Salkehatchie	<a href="http://uscsalkehatchie.sc.edu/library/ill.html">http://uscsalkehatchie.sc.edu/library/ill.html</a>
Sumter	<a href="http://www.uscsumter.edu/index.php/interlibrary-loan">http://www.uscsumter.edu/index.php/interlibrary-loan</a>
Union	<a href="https://ill2.tcl.sc.edu/illiad/union/Logon.html">https://ill2.tcl.sc.edu/illiad/union/Logon.html</a>
Carolina Consortium	<a href="http://library.uncg.edu/carolinaconsortium/">http://library.uncg.edu/carolinaconsortium/</a>
Center for Research Libraries (CRL)	<a href="http://www.crl.edu/">http://www.crl.edu/</a>
<b>Virtual Resources</b>	
Digital Libraries and Collections	
DISCUS Virtual Library	<a href="http://scdiscus.org/">http://scdiscus.org/</a>
Digital Collections South Carolina Digital Library	<a href="http://sc.edu/library/digital/index.php">http://sc.edu/library/digital/index.php</a> <a href="http://www.scmemory.org/index.php">http://www.scmemory.org/index.php</a>
NetLibrary	<a href="http://www.netlibrary.com/">http://www.netlibrary.com/</a>
Resources for Distance Education	<a href="http://www.sc.edu/library/pubserv/disted.html">http://www.sc.edu/library/pubserv/disted.html</a>
List of electronic resources – Lancaster	<a href="http://usclancaster.sc.edu/library/links/dblist.shtml">http://usclancaster.sc.edu/library/links/dblist.shtml</a>
eRequest	<a href="http://erequest.tcl.sc.edu/public/default.asp">http://erequest.tcl.sc.edu/public/default.asp</a>
Online Catalogs/Databases	
Electronic databases	<a href="http://libcat.csd.sc.edu/">http://libcat.csd.sc.edu/</a>
Online databases - Salkehatchie	<a href="http://uscsalkehatchie.sc.edu/library/databases.html">http://uscsalkehatchie.sc.edu/library/databases.html</a>
Online databases - Sumter	<a href="http://www.uscsumter.edu/index.php/databases.html">http://www.uscsumter.edu/index.php/databases.html</a>
Library catalog	<a href="http://www.sc.edu/library/catalog/">http://www.sc.edu/library/catalog/</a>
Law Library Electronic Indexes	<a href="http://www.law.sc.edu/library/limited_access/">http://www.law.sc.edu/library/limited_access/</a>
<b>Collections</b>	
Collection Development Department	<a href="http://www.sc.edu/library/techserv/collman.html">http://www.sc.edu/library/techserv/collman.html</a>
Collection Development Policy	<a href="http://www.sc.edu/library/techserv/cmgenpol.html">http://www.sc.edu/library/techserv/cmgenpol.html</a>
Lancaster	<a href="http://usclancaster.sc.edu/library/data/CollDev.pdf">http://usclancaster.sc.edu/library/data/CollDev.pdf</a>
Collection Liaisons	<a href="http://www.sc.edu/library/techserv/cmsele.html">http://www.sc.edu/library/techserv/cmsele.html</a>
Staff	<a href="http://www.sc.edu/library/techserv/cmstaff.html">http://www.sc.edu/library/techserv/cmstaff.html</a>
Digital Collections	<a href="http://sc.edu/library/digital/index.php">http://sc.edu/library/digital/index.php</a>



Website	
Faculty Requests	<a href="http://www.sc.edu/library/sacs/requested_new_subs.xls">http://www.sc.edu/library/sacs/requested_new_subs.xls</a>
South Carolina Political Collections	<a href="http://www.sc.edu/library/scpc/">http://www.sc.edu/library/scpc/</a>
Congress	<a href="http://www.sc.edu/library/scpc/membersofcong.html">http://www.sc.edu/library/scpc/membersofcong.html</a>
General Assembly	<a href="http://www.sc.edu/library/scpc/stategov.html">http://www.sc.edu/library/scpc/stategov.html</a>
Political Parties	<a href="http://www.sc.edu/library/scpc/polparties.html">http://www.sc.edu/library/scpc/polparties.html</a>
Individuals and Organizations	<a href="http://www.sc.edu/library/scpc/colln.html">http://www.sc.edu/library/scpc/colln.html</a>
Oral History	<a href="http://www.sc.edu/library/scpc/oralhist.html">http://www.sc.edu/library/scpc/oralhist.html</a>
Rare Books and Special Collections	<a href="http://www.sc.edu/library/spcoll/rarebook.html">http://www.sc.edu/library/spcoll/rarebook.html</a>
Literature Collections	
Robert J. Wickenheiser - John Milton	<a href="http://www.sc.edu/library/spcoll/britlit/milton/intro.html">http://www.sc.edu/library/spcoll/britlit/milton/intro.html</a>
The G. Ross Roy Collection of Burnsiana & Scottish Literature	<a href="http://www.sc.edu/library/spcoll/britlit/roycol.html">http://www.sc.edu/library/spcoll/britlit/roycol.html</a>
Matthew J. & Arlyn Brucoli - F. Scott Fitzgerald	<a href="http://www.sc.edu/library/spcoll/fitzgerald/intro.html">http://www.sc.edu/library/spcoll/fitzgerald/intro.html</a>
Speiser and Easterling-Hallman Foundation - Ernest Hemingway	<a href="http://www.sc.edu/library/spcoll/amlit/hemingway/hemhome.html">http://www.sc.edu/library/spcoll/amlit/hemingway/hemhome.html</a>
Moving Image Research Collections	<a href="http://www.sc.edu/library/mirc/">http://www.sc.edu/library/mirc/</a>
Law Library Special Collections	<a href="http://www.law.sc.edu/library/special.shtml">http://www.law.sc.edu/library/special.shtml</a>
Native American Archive	<a href="http://usclancaster.sc.edu/NASarchiv/index.html">http://usclancaster.sc.edu/NASarchiv/index.html</a>
U.S. Government Documents	<a href="http://www.sc.edu/library/pubserv/govdocs3.html">http://www.sc.edu/library/pubserv/govdocs3.html</a>
E-Books	
Oxford Reference Premium	<a href="http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1463">http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1463</a>
ACLS Humanities	<a href="http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1201">http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1201</a>
Sage Reference Online	<a href="http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1571">http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1571</a>
Gale Virtual	<a href="http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1344">http://www.sc.edu/library/er/?m=detail&amp;f=1&amp;v=1344</a>
South Caroliniana Library Collections	
Manuscripts	<a href="http://www.sc.edu/library/socar/mnscrip/index.html">http://www.sc.edu/library/socar/mnscrip/index.html</a>
Published Materials	<a href="http://www.sc.edu/library/socar/books.html">http://www.sc.edu/library/socar/books.html</a>
Visual Materials	<a href="http://www.sc.edu/library/socar/visual.html">http://www.sc.edu/library/socar/visual.html</a>
University Archives	<a href="http://www.sc.edu/library/socar/archives/index.html">http://www.sc.edu/library/socar/archives/index.html</a>
<b>Assessments, Data, and Reports</b>	
Assessments and Evaluations	<a href="http://www.sc.edu/library/sacs/HRTMTheatreAccreditation_visit_2005.pdf">http://www.sc.edu/library/sacs/HRTMTheatreAccreditation_visit_2005.pdf</a>
Analysis of Interlibrary Loan	<a href="http://www.sc.edu/library/sacs/criminaljusticefacultyborrowingreport.xls">http://www.sc.edu/library/sacs/criminaljusticefacultyborrowingreport.xls</a>
Circulation Cost Analysis	<a href="http://www.sc.edu/library/sacs/Circulation_Cost_Analysis_2009.xls">http://www.sc.edu/library/sacs/Circulation_Cost_Analysis_2009.xls</a>
LibQual+® surveys	<a href="http://www.sc.edu/library/assessment/libsurvey/libqualsurvey.html">http://www.sc.edu/library/assessment/libsurvey/libqualsurvey.html</a>
Database Usage Statistics	<a href="http://www.sc.edu/library/assessment/DatabaseUsageGBIPSOWK.pdf">http://www.sc.edu/library/assessment/DatabaseUsageGBIPSOWK.pdf</a>
Quantitative Estimate of Acquisitions	<a href="http://www.sc.edu/library/sacs/LibResourcesForSpan.pdf">http://www.sc.edu/library/sacs/LibResourcesForSpan.pdf</a>
Report from ABA Sabbatical Visit	<a href="http://www.sc.edu/library/sacs/ABAScan.pdf">http://www.sc.edu/library/sacs/ABAScan.pdf</a>
Blueprint	<a href="http://www.sc.edu/library/sacs/Blueprint_11_final.doc">http://www.sc.edu/library/sacs/Blueprint_11_final.doc</a>
Online Suggestions Box	<a href="http://www.sc.edu/library/suggestions.html">http://www.sc.edu/library/suggestions.html</a>
Thomas Cooper Library Changes	<a href="http://sc.edu/library/communications/MBB.html">http://sc.edu/library/communications/MBB.html</a>
Assessment Information Team	<a href="http://www.sc.edu/library/assessment/">http://www.sc.edu/library/assessment/</a>
Assessment Inventory	<a href="http://www.sc.edu/library/assessment/previsitsurvey.pdf">http://www.sc.edu/library/assessment/previsitsurvey.pdf</a>
Assessment Report	<a href="http://www.sc.edu/library/assessment/report.doc">http://www.sc.edu/library/assessment/report.doc</a>
Strategic Assessment Plan	<a href="http://www.sc.edu/library/assessment/AssessmentPlan_2008-2011.pdf">http://www.sc.edu/library/assessment/AssessmentPlan_2008-2011.pdf</a>
Flip Chart Surveys	<a href="http://www.sc.edu/library/assessment/2008_FlipChart_Assessment_Report.pdf">http://www.sc.edu/library/assessment/2008_FlipChart_Assessment_Report.pdf</a>
Postcard Questionnaires	<a href="http://www.sc.edu/library/assessment/2009PostcardSurvey.pdf">http://www.sc.edu/library/assessment/2009PostcardSurvey.pdf</a>
Needs Assessment	<a href="http://www.sc.edu/library/assessment/StudyRoomNeeds.pdf">http://www.sc.edu/library/assessment/StudyRoomNeeds.pdf</a>
Study Room Preferences	<a href="http://www.sc.edu/library/assessment/StudyRoomPrefs.pdf">http://www.sc.edu/library/assessment/StudyRoomPrefs.pdf</a>

Law School Survey of Student Engagement	<a href="http://lssse.iub.edu/">http://lssse.iub.edu/</a>
<b>Accreditation, Courses, and Programs</b>	
Reaccreditation – Journalism	<a href="http://www.sc.edu/library/sacs/Library_Resources_and_Services_for_Journalism.docx">http://www.sc.edu/library/sacs/Library_Resources_and_Services_for_Journalism.docx</a>
American Bar Association Accreditation Standards	<a href="http://www.abanet.org/legaled/standards/standards.html">http://www.abanet.org/legaled/standards/standards.html</a>
New Course Proposal	<a href="http://www.sc.edu/provost/forms/NewCourseProposalNCP.pdf">http://www.sc.edu/provost/forms/NewCourseProposalNCP.pdf</a>
Program Proposal	<a href="http://www.sc.edu/library/sacs/CHEProgramProposalFormat.pdf">http://www.sc.edu/library/sacs/CHEProgramProposalFormat.pdf</a>
<b>Depositories</b>	
Regional Depository for Federal Government Publications	<a href="http://www.sc.edu/library/pubserv/govdocs3.html">http://www.sc.edu/library/pubserv/govdocs3.html</a>
Selective Federal Depository Library	<a href="http://usclancaster.sc.edu/library/govdocs/govdocs.htm">http://usclancaster.sc.edu/library/govdocs/govdocs.htm</a>

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