

**SACS Focus Report
VCU Libraries
Attachment 7**

Sample Course Review Forms

**VIRGINIA COMMONWEALTH UNIVERSITY
VCU LIBRARIES
COLLECTION MANAGEMENT**

REPORT ON LIBRARY RESOURCES RELATED TO PROPOSED NEW COURSE

Title of Proposed New Course: EGRE 535 Digital Signal Processing

Librarian: Ibrinke Lawal

Date Completed: 3/14/2003

Reviewer: _____

Date: _____

John K. Duke
Director, Network and Technical Services
VCU Libraries

1. SUMMARY

At present, VCU Libraries' monograph and serial collections, including database subscriptions, are adequate to support the proposed course. Current collection building activities will maintain collections adequate to serve the course.

2. CURRENT HOLDINGS

2.1 Monographs

Subject Area	Call No.	# titles
Digital Signal Processing	TK5102.9	252
	NAS (Tech Reports)	
Transform Analysis	QA324	32
Image and Video Processing	QA76.575	171
Digital Filters	Varies	50

2.2 Serials

VCU Libraries currently subscribes to several print and full text serial publications that could serve this course:

ACM Transactions: Computer Systems (full text)
ACM Transactions: Database Systems (full text)
ACM Transactions: Design Automation of Electronic Systems (full text)
ACM Transactions: Modeling & Computer Simulation (full text)
ACM Transactions: Mathematical Software (full text)
Graphical Models & Image Processing (full text)
Digital Signal Processing (Full Text)
IEEE Computer Graphics
IEEE Control Systems Magazine
IEEE Design and Test of Computers
IEEE Journal of Solid State Circuits
IEEE Transactions on Circuits & Systems I: Fundamental Theory & Applications
IEEE Transactions on Circuits & Systems II: Analog & Digital Signal Processing
IEEE Transactions on Electron Devices
IEEE Transactions on Signal Processing
Signal Processing Journal

3. OTHER RESOURCES

3.1 Major Electronic Resources ACM Digital Library

VCU Libraries subscribes to the following databases relevant to the course:

Compendex Plus
Computer & Information Systems Abstracts
Computer Database
Conference Papers Index
Inspec
NTIS Bibliographic Database
Web of Science
WorldCat

3.2 Resources Delivery

3.2.1 Interlibrary Loan

For materials that are not held by VCU Libraries, Interlibrary Loan Services (ILLIAD) are available to all students, faculty, and staff. The average turnaround time for these materials is two weeks, unless they are available at a local institution, in which case the turnaround time is shorter.

Information could be found at:

<http://uls-nt3.uls.vcu.edu/illiad2/>

3.2.2 Fee-based Photocopy Service

In addition, VCU Libraries offers a fee-based photocopy service for materials in its collections.

Information on using these services is located at: <http://uls-nt3.uls.vcu.edu/illiad2/>

3.3 Richmond Academic Library Consortium

VCU is a member of the Richmond Academic Library Consortium (RALC), which allows borrowing privileges for students and faculty of member institutions. The RALC Film Cooperative is also available for faculty borrowing of film and video. Information on RALC is located at:

<http://www.library.vcu.edu/services/ralc.html>

3.4 Government Documents

VCU Libraries is a selective federal depository, receiving approximately two-thirds of the materials available through the program. It is a full depository library for Virginia state documents.

VCU Government Information website is located at:

<http://www.library.vcu.edu/jbc/govdocs/govhome.html>

3.5 Course Reserves

VCU Libraries materials or instructors copies could be placed on reserves for limited loan period for the duration of the course

Journal Articles or parts of books could also be put on electronic reserve for remote access.

Information for this service is located at: <http://www.library.vcu.edu/reserves/faculty/>

3.6 Library Instruction

Faculty may schedule instructional classes designed with a focus on providing training in the use of library resources to enhance learning and to meet the objectives of this course. Request

information at: <http://www.library.vcu.edu/forms/instruction.html>

3.7 The VCU Libraries' website and Internet Resources

The VCU Libraries' website (<http://www.library.vcu.edu/>) is the gateway to the libraries' resources and services. *MyLibrary* is a portal system available to any VCU faculty, staff and students for setting up personalized profile. Information for this service is located at

<http://www.library.vcu.edu/mylibrary/>

**VIRGINIA COMMONWEALTH UNIVERSITY
VCU LIBRARIES
COLLECTION MANAGEMENT**

REPORT ON LIBRARY RESOURCES RELATED TO PROPOSED NEW COURSE

Title of Proposed New Course: **REMS 798: Research in Rehabilitation and Movement
Science**

Librarian: Karen Cary

Date Completed: September 26, 2003

Reviewer: _____

Date: _____

John K. Duke
AUL, CTSIS, VCU Libraries

4. SUMMARY

This course provides the credit hours for dissertation research and related research endeavors in rehabilitation and movement science. VCU Libraries has extensive holdings in the areas of rehabilitation and movement science, which should ensure adequate support for the proposed course. Current collection building activities will maintain collections adequate to serve the course. In addition, the Libraries has a wide range of research databases and full-text resources in many disciplines to enable researchers to identify recent literature and developments internationally. Information not provided by current collections may be acquired by the use of ILLiad, the Libraries interlibrary loan and document delivery system. The average turn-around time for these materials is two weeks, unless they are available at a local institution, in which case the turn-around time may be shorter. There is no fee for this service except when the lending institution assesses a charge to the Libraries, in which case a \$5.00 charge is applied. The Libraries subsidizes the additional costs. Institutions that charge are used only as a last resort in order to supply a requested item.

**VIRGINIA COMMONWEALTH UNIVERSITY
VCU LIBRARIES
COLLECTION MANAGEMENT**

REPORT ON LIBRARY RESOURCES RELATED TO PROPOSED NEW COURSES

Title of Proposed New Courses: **TEDU 500: National Board Certification Pre-Candidacy**
TEDU 651: National Board Certification Candidacy

Librarian: Karen Cary

Date Completed: September 29, 2003

Reviewer: _____

Date: _____

John K. Duke
AUL, CTSIS, VCU Libraries

5. SUMMARY

National Board Certification is a voluntary professional development process that recognizes accomplished teachers who meet rigorous standards of performance. TEDU 500 is a pre-candidacy course allowing for the study of NBPTS standards, analysis and reflection on teaching practice, and initial development of portfolio entries. TEDU 651 is a continuation of the study of NBPTS standards and culminates in the completion of the portfolio and assessment center exercises required for National Board Certification. The syllabi for both courses are similar. At present, VCU Libraries' monograph and serial collections, including database subscriptions, are adequate to support the proposed courses. Current collection building activities will maintain collections adequate to serve the courses.

6. CURRENT HOLDINGS

6.1 Monographs

The Library of Congress classifications most relevant to the proposed courses and volume count held in the VCU Libraries are noted below. Volume count for broad subject headings may include materials with less relevance to the field of study. Sub-headings and associated numbers identify the number of volumes in specific subject areas more pertinent to the proposed course.

Subject Area	# titles
Teachers	2498
Teachers—Training of	658
Teaching	1892
Education	5000+
Educational change	974
Educational evaluation	200
Educational leadership	241
School improvement programs	392
School management and organization	1326
Teacher participation in administration	60
Action research in education	112
National Board for Professional Teaching Standards (U.S.)	2

6.2 Serials

VCU Libraries holds over three hundred serial titles in the areas of teaching and teachers. All of these titles are indexed in both electronic and printed indices available in the library and remotely.

These holdings are adequate for the proposed courses. In addition, these holdings may be supplemented with pertinent articles contained in a variety of full-text resources.

7. OTHER RESOURCES

7.1 Major Electronic Resources

ArticleFirst
ERIC
InfoTrac OneFile
JSTOR
Lexis Nexis Academic
Lexis Nexis Congressional
Lexis Nexis Government Periodicals Index
Lexis Nexis Statistical
Mental Measurement Yearbook
NetLibrary
PsycINFO
Sociological Abstracts
Sport Discus
Web of Science
WorldCat

7.2 Interlibrary Loan

For materials that are not held by VCU Libraries, Interlibrary Loan Services are available to all students, faculty, and staff. The average turnaround time for these materials is two weeks, unless they are available at a local institution, in which case the turnaround time is shorter.

7.3 Richmond Academic Library Consortium

VCU is a member of the Richmond Academic Library Consortium (RALC), which allows borrowing privileges for students and faculty of member institutions. The RALC Film Cooperative is also available for faculty borrowing of film and video.

7.4 Government Documents

VCU Libraries is a selective federal depository, receiving approximately two-thirds of the materials available through the program. It is a full depository library for Virginia state documents.

Library holdings are also augmented by electronic access to many federal and state government documents, legislation, laws and regulations through governmental web sites. Links to these sites are provided via the Libraries' Government Information Resources page on the Libraries' web site (<http://www.library.vcu.edu/jbc/govdocs/govhome.html>).

Virginia Commonwealth University
VCU Libraries
Collection Management Services Department

Title of Proposed Course: **OCCT 635 Psychosocial Evaluation and Intervention I: Foundations**

Librarian: Barbara A. Wright

Date Completed: December 18, 2003

Reviewer: _____

Date: _____

John K. Duke
Associate University Librarian for Collections, Technical Services & Information Systems
VCU Libraries

1. SUMMARY

At present, VCU Libraries' monograph and serial collections, including database subscriptions can support the proposed course.

OCCT 635 Psychosocial Evaluation and Intervention I: Foundations examines fundamental knowledge of adolescent and adult psychosocial evaluation and intervention to support adaptation and participation in occupation. *OCCT 635* includes core and specialty practice psychosocial knowledge, information on stigma and stereotyping, therapist skills, specific assessments and interventions, and leadership of a community-based group intervention. The intention of this course is to provide students with the foundational knowledge to understand the impact of psychosocial disabilities on occupational participation, identity, and competency. It is designed to give students the prerequisite knowledge for working with clients with psychosocial disabilities.

2. CURRENT HOLDINGS

2.1. Monographs

VCU Libraries owns all but one of the published monographs listed as required in the syllabus for *OCCT 635*:

Bonder, Bette R. **Psychopathology and function: a guide for occupational therapists**, 2nd ed.
Thorofare, NJ : SLACK, Inc., c1995.
Tompkins-McCaw Library -- RC454 .B5765 1995

Kaplan, Kathy L. **Directive group therapy: innovative mental health treatment**. Thorofare, N.J. :
Slack Inc., c1988.
Tompkins-McCaw Library -- RC488 .K37 1988

Diagnostic and statistical manual of mental disorders: DSM-IV-TR, 4th ed., text revision.
Washington, DC : American Psychiatric Association, c2000.
Tompkins-McCaw Library Reference -- RC455.2 .C4 D536 2000

(Note: This reference text is also available electronically through VCU Libraries' subscription to the STAT!Ref Electronic Medical Library at <http://online.statref.com>)

VCU Libraries has ordered the 10th edition (c2003) of the following required text to support this course:

Neistadt, Maureen E. and Crepeau, Elizabeth B. **Willard and Spackman's occupational therapy**, 9th
ed. Philadelphia : Lippincott-Raven Publishers, c1998.
Tompkins-McCaw Library -- RM735 .W54 1998

The National Library of Medicine's Medical Subject Headings and Library of Congress classifications most relevant to the proposed course and volume count held in the VCU Libraries are noted below. Volume count for broad subject headings may include materials with less relevance to the field of study. Sub-headings and associated numbers identify the number of volumes in specific subject areas more pertinent to the proposed course.

<u>Subject Heading</u>	<u>Volume Count</u>
Attitude of Health Personnel	65
Behavior Therapy	585
Clinical Competence	123
Continuity of Patient Care	13
Environment Design	20
Knowledge, Attitudes, Practice	14
Life Change Events	113
Mental Disorders	2629
Mental Health Services	1047
Mood Disorders	150
Occupational Therapy	429
Patient-Centered Care	17
Professional-Patient Relations	215
Psychotherapy	2193
Psychotherapy, Group	320
Relaxation Techniques	32
Stress, Psychological	526

2.2. Serials

VCU Libraries serials holdings include seventeen Occupational Therapy serials and the following journals in which required readings for *OCCT 635* have been published:

American Journal of Occupational Therapy

v.1 (1947) →

British Journal of Occupational Therapy

v.42 (1979)-v.58 (1995),v.60 (1997)→

Canadian journal of occupational therapy

v.24 (1957) →

Occupational therapy in mental health

v.1 (1980/1981),v.3 (1983)-v.18 (2002)

In addition, VCU Libraries subscribes to many interdisciplinary periodicals that support this course.

3. OTHER RESOURCES

3.1. Major Reference Tools

VCU Libraries subscribes to a number of online databases that will be valuable resources for students in this course, including:

CINAHL: Cumulative Index to Nursing & Allied Health Literature

<http://www.library.vcu.edu/tml/bibs/cinahl.html>

MEDLINE/PubMed

<http://www.library.vcu.edu/tml/bibs/medline.html>

PsycINFO (Psychological Abstracts)

<http://gateway.ovid.com>

Web of Science (Science Citation Index)

<http://webofscience.com/>

3.2. Interlibrary Loan

For materials that are not held by VCU Libraries, Interlibrary Loan Services are available to all students, faculty, and staff via the ILLiad system. The average turnaround time for materials is two weeks, unless they are available at a local institution, in which case the turnaround time is shorter.

In addition, VCU Libraries offers a fee-based photocopy service for materials in its collections.

3.3. Richmond Academic Libraries Consortium (RALC)

VCU is a member of the Richmond Academic Libraries Consortium that allows borrowing privileges for students and faculty of member institutions. The RALC Film Cooperative is also available for faculty borrowing of film and video.

3.4. Library Instruction

Faculty may schedule library tours and instructional classes through the VCU Libraries' Educational Services Department. Instructional sessions for small groups or entire classes can be designed around course assignments or objectives to provide training in the use of print and electronic sources. Please allow adequate lead-time for customized training. Contact Lynne Turman (Telephone: 828-0638; e-mail: lturman@vcu.edu) for further details or to schedule a class.

3.5. VCU Libraries' Website and Internet Resources

The VCU Libraries Website is the VCU community's gateway to most of the Libraries' resources. The Website provides access to the library catalog and more than a hundred bibliographic/citation databases and indexes, as well as access to a searchable list of online full-text journals. *My Library* is a VCU Libraries service that allows students, faculty and staff to build a personalized view of databases & resources. Using *My Library Record*, patrons can view information about the books or materials they have checked out and can renew them online. The Libraries provide database lists based on broad discipline areas as well as an alphabetical list. Off-campus access to VCU Libraries Web resources is restricted to students, faculty & staff. Instructions for off-campus access are available by following the "Connect from Home" button or at <http://www.library.vcu.edu/help/isp.html>.

3.6. Government Documents

VCU Libraries is a selective federal depository, receiving approximately 2/3 of the materials available through the program. Federal Documents may be accessed using a variety of bibliographic tools, including the Monthly Catalog, the American Statistics Index and the Index to U.S. Government Periodicals. Information can also be accessed via a number of government websites.

VCU Libraries is also a full depository for Commonwealth of Virginia documents. In addition, it collects resources and publications from a number of international governmental and non-governmental organizations. VCU also has large patent holdings as part of this depository.

3.7. Course Reserves

VCU Libraries or instructor-owned materials can be made available with a restricted loan period at the Tompkins-McCaw Library Service Desk or electronically. These materials can include article reprints and books or audiovisual programs from either library.

Virginia Commonwealth University
VCU Libraries
Collection Management Services Department

Title of Proposed Course: PHAR 681: Introduction to the Pharmaceutical Industry

Librarian: Barbara A. Wright Date Completed: December 15, 2003

Reviewer: _____ Date: _____
John K. Duke
Associate University Librarian for Collections, Technical Services & Information Systems
VCU Libraries

4. SUMMARY

At present, VCU Libraries' monograph and serial collections, including database subscriptions can support the proposed course.

PHAR 681: Introduction to the Pharmaceutical Industry, an elective course, provides an understanding of how the pharmaceutical industry has evolved, the issues it currently faces and career opportunities for pharmacists. The growth of the industry is traced from its early beginnings in pre-Revolutionary War to its present role in the American economy. Topic areas include drug discovery, clinical trials, regulatory approval, manufacturing, marketing, distribution and sales, the role of pharmaceutical representatives, the influence of disease management and business and management trends.

PHAR 681 course objectives will be partially satisfied through the completion of a programmed instruction textbook entitled THE PHARMACEUTICAL INDUSTRY (2nd edition). Students will complete this portion of the course at their own pace during the semester, and will be required to prepare a paper from a list of selected topics pertaining to the course objectives. Additional course objectives will be met though the conduct of formal presentations and discussion sessions provided by individuals representing various sectors of the pharmaceutical industry. Selected articles from the biomedical literature may be provided in advance of specific presentations.

5. CURRENT HOLDINGS

5.1. Monographs

The programmed instruction textbook central to *PHAR 681* will be purchased individually by students enrolled in this elective course. However, VCU Libraries holdings include many monographs that support students' supplemental reading needs.

The National Library of Medicine's Medical Subject Headings and Library of Congress classifications most relevant to this proposed elective course and volume count held in the VCU Libraries are shown in the following table. Volume count for broad subject headings may include materials with less relevance to the field of study. Sub-headings and associated numbers identify the number of volumes in specific subject areas more pertinent to the proposed course.

<u>Subject Area</u>	<u>Number of Titles</u>
Clinical Trials	207
Drug Approval	19
Drug Design	104
Drug Industry	257
Drug Labeling	8
Drug Packaging	17

Drugs – Marketing	13
Economic Competition	15
Economics, Pharmaceutical	17
Marketing	117
Pharmaceutical Industry	270
Pharmacies	29
Pharmacy Administration	44
Product Surveillance, Post-marketing	8
Quality Control	184
Socioeconomic Factors	224
Technology, Pharmaceutical	98
United States. Food and Drug Administration	42

5.2. Serials

VCU Libraries serials holdings include over two hundred pharmacology journals and over 225 business journals that may provide support for *PHAR 681*.

6. OTHER RESOURCES

6.1. Major Reference Tools

VCU Libraries subscribes to a number of online databases that will be valuable resources for students in this course, including:

ABI/INFORM Global (from ProQuest)

<http://www.umi.com/pqdauto>

Factiva

<http://global.factiva.com/>

General BusinessFile ASAP

<http://infotrac.galegroup.com/>

InfoTrac OneFile

<http://infotrac.galegroup.com>

IPA: International Pharmaceutical Abstracts

[http://web5.silverplatter.com/webspirs/start.ws?customer=c94878&databases=S\(IP\)](http://web5.silverplatter.com/webspirs/start.ws?customer=c94878&databases=S(IP))

LexisNexis Academic

<http://web.lexis-nexis.com/universe>

MEDLINE/PubMed

<http://www.library.vcu.edu/tml/bibs/medline.html>

MICROMEDEX Healthcare Series Intranet Application

<http://www.library.vcu.edu/cfapps/webdb/micromst.html>

STAT-USA Databases

<http://www.stat-usa.gov>

6.2. Interlibrary Loan

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