

NOVA SOUTHEASTERN UNIVERSITY

HEALTH PROFESSIONS DIVISION

LIBRARY SELECTION POLICY

(Revised 3/04)

The goal of Nova Southeastern University (NSU) Health Professions Division (HPD) Library is to provide service, at a research level of support, to the institution's faculty, clinical faculty, and students. The optimum collection made available to library users should be current, authoritative, relevant, and as comprehensive as deemed necessary.

I. COLLECTION CHARACTERISTICS

The collection will be developed to support the colleges of Allied Health and Nursing, Dental Medicine, Medical Sciences, Optometry, Osteopathic Medicine, and Pharmacy.

A. Scope of the collection – Books, journals, electronic resources, multimedia, and other related materials will be acquired in the following areas:

1. Basic Sciences – Anatomy, Biochemistry, Microbiology, Pathology, Physiology, etc.;
2. Clinical Medicine – General Practice, Geriatrics, Obstetrics and Gynecology, Pediatrics, Surgery, etc.;
3. General and Medical Reference Works, Medical History, Medical Writing, and related areas such as Public Health and the Medical Profession;
4. Osteopathic Literature;
5. Pharmacy and Pharmacological Literature;
6. Visual Science Literature, with an emphasis on Optometry;
7. Physical and Occupational Therapy;
8. Dental Medicine;
9. Audiology;
10. Nursing.

B. Size of the Collection

1. Books and Journals – At present, there are approximately 21,250 book titles and almost 2,700 active print and electronic journal subscriptions, with a total of over 60,000 print volumes.

2. **Audiovisual Materials** – Current AV holdings include 4 series of Audiotapes, about 2,300 Videocassettes, over 1,000 CD-Roms, and over 200 sets of Slides.
 3. **Electronic Databases** – The HPD Library currently subscribes to 37 medical databases, many of which are full-text, accessible via our homepage with a valid NSU login and identification number. Please refer to [Electronic Collection Policy](#) for further information.
- C. **Time Scope/Weeding of the Collection** – All materials selected will be the most current, authoritative, relevant materials available.
1. **Monographs** – In general, books will be held in the collection for ten years. Some books will remain longer, depending on:
 - a. current updates available,
 - b. subject matter,
 - c. edition, author of distinction, etc.
 2. **AV Materials**
 - a. Audiotapes will be held for two years.
 - b. Videocassettes and Slides will be held until determined disposable by subject specialist.
 3. **All Materials** – Decision to remove materials from the collection will be made by the librarian and approved by the Vice Provost. Weeded materials will be stamped “Withdrawn” before being given away or discarded.

II. **SELECTION PROCESS**

- A. **Books, journal titles, and related materials** are requested on “Library Purchase Request Forms,” either in print or online via our website. If available, publisher flyers, other ads, or reviews are attached. Materials may be requested by students, faculty, administration, or the librarians.
- B. **Requests for materials** will be collected by the library staff and presented at Library Committee meetings for review and approval.
- C. **Requests of a priority nature** will not be held for Library Committee approval, but may be forwarded from the library directly to the Vice Provost (head of the committee). Priority materials may be such items as books needed for classroom instruction, reserves, etc.
- D. **Materials approved for purchase** will be ordered from properly established vendors, dealers, publishers, etc.
- E. **Selection aids for books, journals, related materials** –
 1. Individual requests from students, faculty, etc.;
 2. **Medical and Health Care Books and Serials in Print;**

3. Vendor and publisher catalogs and flyers (available for patron use in the library);
4. Majors Weekly New Medical Books – an annotated list with recommendations for user category;
5. Review journals such as Journal of the American Medical Association (JAMA), New England Journal of Medicine (NEJM), Lancet, “Annals” of journals, and subject specialty journals;
6. Bulletin of the Medical Library Association “Brandon/Hill” lists;
7. National Library of Medicine’s annual List of Serials Indexed for Online Users;
8. List of journals indexed in Cumulative Index to Nursing and Allied Health Literature;
9. Association of Visual Science Librarians’ Core Journal Survey for a list of most frequently held journals and “Opening Day” Book Collection;
10. Recommendations by the International Library, Archives and Museum of Optometry (ILAMO) in Visionlink;
11. Acquisition lists from other subject-pertinent health professions libraries.

F. Donations

1. Donations are acknowledged by letter, and, if requested, books are labeled with donation bookplates.
2. Core health professions texts not in the current collection within ten years of publication are accepted.
3. Only journal titles of NSU-HPD Library’s current collection are accepted. Date must be exclusive of collection or fill in for missing issues.
4. Texts of established historical value and important relevant literature are accepted.
5. Monetary donations are accepted.
6. Donations are weeded at the discretion of the Library Director and Vice Provost.
7. Estimates of the value of materials will be the responsibility of the donor.
8. Donations must be transported to NSU-HPD by the donor. Library staff member will assist in bringing materials into the library.
9. Donations containing mold, mildew, or insects are considered inappropriate as they are potentially dangerous to the existing

collection. Any material that is damaged by water, is ripped or torn, or has been written in or highlighted, is also inappropriate.