

WESTERN LIBRARIES COLLECTIONS MANAGEMENT POLICY

Subject: Standards

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Date: February 24, 2017

GENERAL OBJECTIVES AND SUBJECT SCOPE

The principal objective of the Standards collection is to support undergraduate and graduate course instruction, thesis research at the MEd and PhD levels, and faculty research in all subject areas for which standards are an important information resource. This collection is primarily used to support the Faculty of Science and the Faculty of Engineering, and the research or clinical labs in the Schulich School of Medicine & Dentistry may also use the collection.

SCOPE OF COVERAGE

Levels of Collecting

Taylor Library acquires standards at the following levels of collecting: continuously updated, periodically updated, and on-demand. In all cases, it is the responsibility of the users to ensure that the revision of the standard held in the library is appropriate for their needs.

Supplementary Materials

In order to support the use of the standards collection, Taylor Library may collect selected bibliographic materials and standards finding aids, and build home-grown web support pages.

Language

Only English language standards are collected.

Chronology

Emphasis is on current standards. Faculty requests to purchase historical or superseded (a.k.a. “withdrawn”) standards will be considered pending budgetary considerations and the availability of older materials.

Because historical engineering practice persists in the built environment, withdrawn or superseded standards are usually not removed from the collection. Exceptions to this general policy are the Canadian General Standards Board (CGSB) collection and the loose-leaf standards that are maintained by an updating service: the *ASME Boiler and Pressure Vessel Code*, and the *Ontario Provincial Standards for Roads and Municipal Services*; only the most current, active, standards in these sets are maintained.

FORMATS

Standards are collected in both print and electronic formats. The decision about which format to collect is based on availability, cost, and licensing terms.

STANDARDS COLLECTED

Continuously Updated Standards

When standards from any of the following sets are discovered to be out of date, or missing from the library's collection, they will be ordered.

- Canadian General Standards Board (CGSB) standards
- Canadian Standards Association (CSA) standards (includes the *Canadian Electrical Code* and the *Canadian Highway Bridge Design Code*) (pre-June 2014)
- *National Building Code of Canada*
- *National Fire Code of Canada*
- *National Plumbing Code of Canada*
- *Ontario Building Code*
- *[Ontario] Code and Guide for Plumbing*
- *[Ontario] Code and Guide for Sewage Systems*
- *Ontario Electrical Safety Code*
- *[Ontario] Fire Code*
- *Ontario Highway Bridge Design Code*
- *[Ontario] MTO Drainage Management Manual*
- *Ontario Provincial Standards for Roads and Municipal Services*

Taylor Library subscribes to the IEEE Xplore Digital Library, which includes online copies of all current IEEE standards.

As of 2009, Taylor Library subscribes to the complete ASTM active standards online. The print collection of ASTM standards will no longer be updated, but past print standards will be kept for historical purposes.

Periodically Updated Standards

Many standards produced by professional engineering societies and standards groups are published in handbooks, “manuals of practice”, or other omnibus collections. Because it is infeasible (in some cases, impossible) to update these omnibus collections piecemeal, they are updated periodically, as funding permits.

- *ACI Manual of Concrete Practice*
- *ASHRAE Handbook*
- *ASME Boiler and Pressure Vessel Code*
- *Handbook of Steel Construction (Canadian Institute of Steel Construction)*
- *Means Building Construction Cost Data*
- *SAE Handbook*
- *Worldwide Guide to Equivalent Nonferrous Alloys*

- *Wood Design Manual*

On-demand Standards

This purchasing model established in September 2016 provides just-in-time purchases based on patrons' requests. Purchasing decisions are based on availability, cost, and licensing terms.

- Canadian Standards Association (CSA) standards (includes the *Canadian Electrical Code* and the *Canadian Highway Bridge Design Code*) (post)