

# Florida A&M University Libraries

Tallahassee Florida 32307

## LIBRARY RESOURCES IN SUPPORT OF THE MASTER'S PROGRAM IN REHABILITATION COUNSELING

### Resources

Library resources and services are sufficient to ensure the achievement of the goals and outcomes of Rehabilitation Counseling. The [University Libraries](#) provide collections of current books, periodicals, and pertinent reference materials, which are readily accessible to students and are sufficient in scope to support the curriculum. The Samuel H. Coleman Memorial Library (the main library) and branch libraries provide traditional print, as well as electronic access to full text databases, e-journals, and e-books. Library collections contain materials that support the Rehabilitation Counseling curriculum directly and indirectly through interdisciplinary collections.

The following table shows library holdings targeted for use by the general campus and community population, as well as holdings targeted to support Rehabilitation Counseling.

Library Resources	General	Medicine	Vocational Rehabilitation	Rehabilitation Counseling
Holdings	1,398,922	17,756	648	187
Books	1,255,906	14,796	616	172
Microforms	203,899	983	273	29
Media	25,068	1,313,400	5	5
Electronic Books	66,245	1,986	164	29
Journals/Serial	103,185	2,698	24	9
Electronic Journals	60,219	2,202	56	52
Electronic databases	320	43	51	51

The University maintains borrowing agreements and memberships that mutually enhance resources availability for FAMU and other Florida learning communities. Partnerships are with the [State University Libraries of Florida](#), the [Florida College System Libraries](#) and the [State Library of Florida](#). The Libraries are members of the [Florida Virtual Campus \(FLVC\)](#) which provides services to the users and staff of Florida's public college and university libraries. Florida public postsecondary college and university libraries provide services directly and indirectly to students and faculty of State of Florida postsecondary institutions. Over 2,000 volumes held by the other 39 Florida public postsecondary institutions supplement the FAMU collections related to rehabilitation counseling. The following information details additional resources and services available to FAMU students and faculty.

<b>Libraries</b>	<b>General</b>	<b>Medicine</b>	<b>Vocational Rehabilitation</b>	<b>Rehabilitation Counseling</b>
State University System	25,114,915	302,976	7,649	2,674
Florida College System	4,883,380+	30,447	231	227

Full onsite and reciprocal borrowing privileges to students and faculty at all 39 Florida public institutions of postsecondary education is provided. Service includes daily document delivery via statewide courier among nearly 300 libraries in the [Florida Library Information Network \(FLIN\)](#). FAMU students and faculty have access to the courier service for interlibrary loan transactions.

Faculty and students also have access to the [Publication of Archival, Library & Museum Materials \(PALMM\)](#) Collection. This collection is a cooperative initiative of the public Universities of Florida to provide digital access to unique archival resources for research and scholarship.

### **Access to Collections and Services**

Students, faculty and staff have access to collections, resources and services 24 hours a day, seven days a week, either through the 141 hours that the main library is open or through the library web page. Through the University Libraries' [web page](#), faculty and students have full access to the FAMU [library catalog](#) on or off campus, and the library catalogs of the [State University System](#) and [Florida College System](#) libraries. Online resources and services are available within the libraries, from campus computers, in faculty offices, and from residence halls. Off-campus access is also available 24 hours a day to authenticated users (students, faculty, and staff). Support services such as instruction, interlibrary loans, loan renewals, course reserves, reference assistance, and distance learning services are also accessible from the web page.

## Services

FAMU Libraries provide a full range of traditional and innovative library services. Users have access to reference services via local and toll free telephone, electronic mail, [online chat service \(AskALibrarian\)](#), and fax. Services enable users to access and to use information resources in the libraries and from remote locations. The Information Commons, in Coleman Library, allows users to access main library services from one common area. Several Library services are available from this service point. Services include borrowing privileges, interlibrary loan, course reserves, reference and research services, and systems support services.

### Borrowing Privileges

Students, faculty, and staff have borrowing privileges at the FAMU Libraries, and reciprocal borrowing privileges to the 39 public universities and colleges in Florida. Borrowers may view and renew items that are currently checked out through the online catalog.

### Interlibrary Loan

Students, faculty, and staff who are currently enrolled and engaged in academic research have Interlibrary Loan (ILL) borrowing privileges to the 39 public universities and colleges in Florida and to other libraries globally. Requests may be initiated in person or through the online catalog, which along with reciprocal borrowing and the provision of licensed databases, provides access to materials that the University does not own.

### Course Reserves

Print and electronic materials may be placed on reserve at the Libraries. The reserve service provides a central and convenient location for students to retrieve materials. These materials are owned by the University or come from the private collections of faculty who place materials on reserve for enrolled students.

### Reference and Research Services

On site and virtual reference/research services are provided. Reference Services include individual research/consultation, the provision of electronic and print [research guides](#) and the provision of online tutorials. Reference librarians provide a variety of instructional services to meet the information literacy needs of students, faculty, staff, administrators, and the community at large.

### Instruction/Information Literacy

The University Libraries provide competent, quality, and timely instruction through a variety of instructional services. Information is delivered through informal and point of use instruction, individual and group instruction, formal orientations and literacy sessions, orientation to new student groups, subject specific scheduled workshops, printed handouts, research guides and online tutorials. Instruction is provided to local users as well as to distance learners. Library users should be able to differentiate between trustworthy and untrustworthy sources, and have the skills to use resources independently. Information literacy sessions are designed to equip users with the skills needed to locate, evaluate, and use library information resources and services. Formal literacy instruction is based upon goals as defined by classroom faculty. These classes are held in state-of-the-art classrooms, which allow hands-on interactive instruction. Library instruction is

based upon guidelines published by the Association of College and Research Libraries (ACRL) Guidelines for Instruction Programs in Academic Libraries.

#### **Liaison Program**

Librarians work with all academic units to assure that the collection supports defined curricular goals and that adequate services, including instruction are provided. The School of Allied Health Sciences has appointed a representative to the Library Collection Development Committee. This liaison works in collaboration with librarians to evaluate, select, and purchase resources recommended for Allied Health programs.

#### **Systems Support Services**

The Systems Department provides and maintains 250 public computers along with software, hardware and support services necessary for providing and using information resources. Computers are configured to provide access to the libraries' web page and online catalog. Computers are also configured with various types of production software allowing users' access to the Microsoft Office Suite (Word, Excel, PowerPoint, OneNote, InfoPath, Groove, and Access), Write-N-Cite, Course Compass, SciFinder Scholar, and Census Tract. Designated computer areas make it possible for patrons to save documents temporarily to a designated hard drive. As a result of customer service surveys and analysis, several additional services have been made available. Separate email stations have been installed near the Information Commons Desk. A Microtek 9800XL flatbed scanner that provides scanning of photos and multiple document formats and sizes is available. A Print-N-Go station is available for patrons who need to print documents hurriedly and go. Computers have been placed in group study rooms and in the Jazzman's Café and Study Lounge. Library users can print to designated print stations. Computers are located on each floor of the main library and in all branch libraries. A help desk is staffed as part of the Information Commons to assist users with software applications and technology support. Helpdesk staff assists patrons with directional questions, laptop registration and circulation, referrals and resolution of computing and printing needs and issues.

#### **Staff**

All Library and related personnel meet or exceed minimal educational requirements as defined by the Association of College and Research Libraries (ACRL). Librarians hold master's degrees from ALA accredited schools. Additionally, two faculty librarians have completed the specialists' degree in library science and four faculty librarians have completed master's degrees in other subject disciplines. The University employs 15 librarians. Support staff are also very well qualified, evidenced by one support staff holding a master's degree and 17 support staff holding bachelor's degrees.

## **Facilities**

All faculty and students have full access to the facilities of FAMU's Coleman Memorial Library and branch libraries. These facilities more than adequately support faculty and student use of information technology for instruction, learning and research. Coleman Memorial Library occupies approximately 88,964 net square feet. Almost 20,000 additional square feet are available in the branch libraries. The University Libraries have a seating capacity of 834, including group study rooms, a student study lounge and cafe, and 20 graduate/faculty study carrels. The recent addition to Coleman Library also includes a state of the art information literacy classroom and teleconference rooms. All library facilities enjoy dense fiber optic wiring (one outlet for every 40 square feet of floor space) to the desktop. In addition to fiber wiring, much of the main library and its immediate grounds are wireless, enabling students and faculty convenient and generous access to the wireless network using their own supported laptops, or they may borrow one of 24 network-ready laptops from the Library Systems Department for use in the library.

The [Office of Instructional Technology](#) is housed in Coleman Library. Instructional Technology contains two teleconference centers/distance learning classrooms, with a combined seating capacity of over 50 people, designed for both satellite teleconferencing and for mediated viewing. The IMC also contains an open computer laboratory, television services, graphics and production laboratory, and faculty development laboratory. Non-print resources and equipment are available for faculty to borrow and/or view.

**Florida A&M University Libraries**  
**Rehabilitation Journals**

*The library has access to over 1575 medical journals, including 58 Occupational Therapy and Rehabilitation journals. The following is a hyperlinked list of journals specific to Rehabilitation Counseling.*

**Australian journal of rehabilitation counselling (1323-8922)**

from 2008 to present in [Cambridge Journals Online](#)

from 06/01/2011 to 1 year ago in [ProQuest Nursing and Allied Health Source](#)

**Journal of applied rehabilitation counseling (0047-2220)**

from 04/01/1998 to present in [ProQuest Nursing and Allied Health Source](#) and [ProQuest Psychology Journals](#)

**Journal of rehabilitation (0022-4154)**

from 01/01/1975 to present in [Academic Search Complete](#)

from 01/01/1989 to present in [Academic OneFile](#), [Health & Wellness Resource Center](#) and [Health Reference Center Academic](#)

from 01/01/1995 to present in [OmniFile Full Text Mega \(H.W. Wilson\)](#) and [Social Sciences Full Text \(H.W. Wilson\)](#)

from 10/01/1995 to present in [ProQuest Nursing and Allied Health Source](#)

**Journal of vocational rehabilitation (1052-2263)**

from 02/01/1999 to 1 year ago in [Academic Search Complete](#)

**Rehabilitation counseling bulletin (0034-3552)**

from 03/01/1990 to 01/31/2008 in [Academic Search Complete](#)

from 01/01/2000 to 04/30/2010 in ProQuest Nursing and Allied Health Source and ProQuest Psychology Journals

from 06/01/2000 to 01/31/2008 in Education Full Text (H.W. Wilson) and OmniFile Full Text Mega (H.W. Wilson)