

Procedure 3.2509

Library Procedure

The BCCC Library includes Audiovisuals/North Carolina Information Highway (NCIH), and Library Services. The purpose of the Library is to enrich the teaching/learning process of the College and the community by providing resources, instructional support, equipment, and qualified staff.

The Library is located in Building 5 and provides resources and services that support, facilitate, and enhance the information and learning needs of the college community. The collection consists of print and non-print materials in a broad range of formats. These resources include books, periodicals, newspapers, audiovisual materials, streaming devices and services, and access to online sources.

Services Available in the Library

- CCLINC (Community College Libraries in North Carolina) - online access to a combined collection of several North Carolina community college library holdings.
- NCLIVE (North Carolina Libraries in Virtual Education) - NC Live is a cooperative library service for the students, faculty, business people, and residents of North Carolina. The website allows access to digital content such as ebooks, ejournals, streaming video, and downloadable audiobooks offered from a variety of vendors. NC Live provides: Access to an essential and powerful array of online resources to all North Carolinians Complete articles from over 16,000 newspapers, journals, magazines, and encyclopedias, indexing for over 25,000 periodical titles, and access to over 25,000 online print books
- Assistive Technology for the hearing and visually impaired.
- Tutorial locations for students with accommodation plans.
- ILL (Interlibrary Loan) – via computers and electronic transmissions, the Library has the capability to borrow from and lend to various libraries through-out the United States. Materials available through this service include books and periodicals.
- DVD Collection – more than 1500 curriculum and popular DVDs.
- Computer Lab and full Internet access available for student population and community patrons.
- A copy machine and scanner for patron use.
- Wireless laptops for use in the Library.
- Proctoring Services and testing services.
- Professional development in the Instructional Technology Room.

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- Research opportunities for the community including genealogical research.
- Access to BCCC historical documents.

Patrons using the Library must complete application cards and present proper identification before using the computers and checking out materials. Reference materials, newspapers, magazines, may only be used in the Library but online services are available through Library web links at all times.

Library Hours

Monday – Thursday 8 a.m. - 9:00 p.m.

Friday 8 a.m. - 4:00 p.m.

Library hours are subject to change during holidays or summer term. For additional information, call 252-940-6282.

References

Legal References: *Enter legal references here*

SACSCOC References: **2.9, 3.8.1**

Cross References: [Academic Support Services Policy](#)

History

Senior Staff Review/Approval Dates: 7/1/2015, 8/22/2016, 02/05/2018

Board of Trustees Review/Approval Dates: *Enter date(s) here*

Implementation Dates: *Enter date(s) here*