

NSCC Library Services for Faculty

<http://dept.sccd.ctc.edu/nslib>

Phone Numbers

**Circulation
Desk**
527-3607

Reference Desk
527-3609

Media Services
527-3611

Media Equipment
526-0072

Administration
527-3610

Library Services

Library Instruction Workshops

One of the primary missions of the library is instruction. Library instruction is available for a range of needs and can include any of the following:

- ◆ Introductory tours
- ◆ Course-related workshops focusing on research skills. These can be general or tailored to a specific research project.
- ◆ Hands-on sessions in how to use the online catalog, research databases.
- ◆ Instruction, guidance and strategies for

searching the Internet,

including the evaluation of information sources.

- ◆ Citing sources in MLA, APA or Chicago style.

Librarians can also serve as a resource for instructors in helping them incorporate the use of the library or the Internet in their curriculum.

Scheduling a Workshop

Instructors can schedule a workshop by contacting the librarian liaison for their division. *(See reverse side)*

Book Purchase Requests

To request the purchase of books or other materials for the library, please contact the liaison for your division.

(See reverse side)

Media Services

The Media Center has many films, videos and DVDs available for classroom viewing. Media equipment, such as teaching stations with display projectors, televisions, video players, etc. are available by calling Media Equipment at 526-0072.

Placing Materials on Reserve

Instructors who wish to place items on reserve for a quarter should contact the library Circulation Department at 526-7714. Please allow 3 working days for processing. eReserves are also available.

Hours

Mon - Thur 8am - 9pm

Fri 8am - 4pm

Saturday Noon- 5pm

Sunday Noon- 5pm

Library Resources

Borrowing Library Materials

Your faculty ID card entitles you to borrow books and other materials. The borrowing period for books is two weeks, however instructors can arrange to borrow a book for a quarter, with the understanding that it may be called back if

a hold has subsequently placed on it.

Library Databases

As a faculty member, you have access to several research databases including:

- ◆ ProQuest Direct,
- ◆ Health Source,
- ◆ Ethnic NewsWatch

- ◆ Alt-Press Watch
- ◆ SIRS Knowledge Source
- ◆ Contemporary Authors
- ◆ Britannica.com
- ◆ WOIS Career Information
- ◆ Access Science

These can be accessed from any computer on the

Library Services, continued

Interlibrary Loan

◆ Intercampus

You may request books and other materials from Central or South directly through the library catalog. Allow approximately 24 hours.

◆ Outside the SCC Libraries

For interlibrary loans from other libraries, please contact a reference librarian. If the lending library charges for the loan, that fee will be passed on to the instructor requesting the item, or to their department. Many

libraries do not charge for this service, and the librarian will attempt to find a library that does not charge a fee.

Librarian Liaisons

Connie McDowell

Office: 2127C
527-3612
cmcdowell@sccd.ctc.edu
Business, Social Sciences

Maria Paz

Office: 2130B
526-7718
mpaz@sccd.ctc.edu
Child And Family Education, Health/Medical, Science and Math, Student Services,

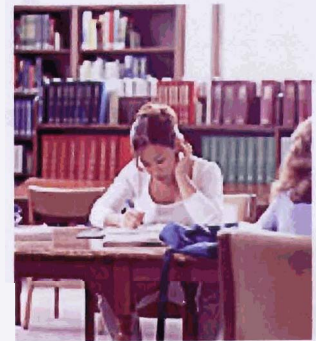
Culinary Arts and Hospitality

Sharon Simes

Office: 2130A
526-7717
ssimes@sccd.ctc.edu
Arts & Humanities, ESL/ABE, International Programs

Jennifer Wu

Office: 2127C
526-7719
jwu@sccd.ctc.edu
Computers & Networks, Electronics, Engineering Technologies, Computer Information Systems



"The library is the delivery room for the birth of ideas."

-- Norman Cousins

Library Resources, continued

campus network without a password. To access from off campus, use your last name and staff ID (SID.)

eBook Collections

The library subscribes to two eBook collections:

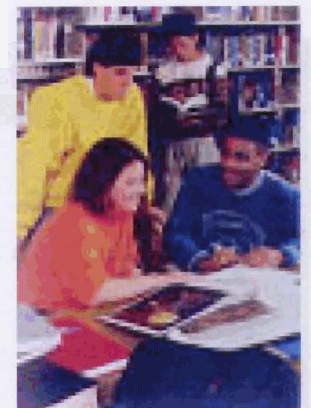
◆ netLibrary

Contains over 5,000 titles covering a variety of subjects

◆ Books24x7

Full-text books in the computing and information technology fields.

Both of these collections can be accessed through the library's web site.



University of Washington Libraries Borrowing Privileges

<http://www.lib.washington.edu/services/borrow/visitor.html>

Library Borrowing Privileges

Visitors wishing to check out materials from the UW Libraries must apply through the Library Cashier Office. Individuals with borrowing privileges are allowed to check out circulating materials in the Libraries' collections. Borrowing privileges do not include access to UW-restricted services such as interlibrary loan, document delivery and remote access to databases.

Individuals issued borrower cards on a non-fee basis upon presentation of appropriate identification to the Library Cashier:

Faculty and academic personnel of each of the Washington State community colleges. **Current institutional ID** required, or a **letter on official letterhead** must be submitted to the Library Cashier (see Letters of Application below).

Letters of Application

When a letter of application is required, as outlined in these guidelines, an individual wishing to apply for borrowing privileges should submit a letter to the Library Cashier that describes the need to make use of the UW Libraries.

Send, bring or fax the letter to:

Library Cashier
University of Washington Libraries
Box 352900
Seattle, WA 98195-2900
Fax: (206) 685-6972

Questions about borrowing privileges can be directed to the Library Cashier at (206) 543-1174. The Library Cashier is located on the first floor of Suzzallo Library, and is open Monday through Friday from 9:00 a.m. to 5:00 p.m. The office is closed on University holidays.