General Information

The Library and Gerald S. Lieblich Resources Center at Bronx Community College provides support for teaching, learning and research in all areas of the BCC curriculum. The Library, located in the basement and subbasement of Meister Hall, contains the print collection. The Learning Resources Center (LRC), located on the first floor of Sage Hall, houses the audio/visual collection. BCC students, faculty and staff have access through BCC Library & LRC to electronic resources, many accessible 24/7.

Professional librarians have faculty rank, hold M.L.S. degrees accredited by the American Library Association, and second masters or Ph.D. degrees. Students and faculty are encouraged to contact the Reference Librarians at extension 5974 to obtain professional assistance in using resources and services.

RESOURCES

Library resources and services are accessible through the library web page: www.bcc.cuny.edu/library. Online information about the holdings at all 19 CUNY campuses is accessed through the shared library catalog, CUNY+. BCC faculty, staff and students with valid CUNY IDs have circulation privileges at CUNY Libraries, with the exception of the Graduate Center. Materials from any CUNY library may be returned to the BCC Library.

To facilitate access to full-text periodical sources, a link is available on the web page for “Journals A-Z,” a complete list of periodical holdings, organized alphabetically by title and accessible by Library of Congress subject headings. Electronic resources are accessible from the web page, with instructions for accessing resources from off campus.

The BCC Library & LRC endorses the American Library Association Bill of Rights and Intellectual Freedom Principles for Academic Libraries, and incorporates principles from these documents in its Collection Development Policy. Faculty are encouraged to collaborate with Library faculty in developing a balanced collection of high quality resources representing diverse perspectives and points of view. Priority is given to instructional materials supporting academic achievement, learning and teaching. For assistance in identifying appropriate resources in all formats, faculty members are encouraged to contact the Collection Management Department at Ext. 5432.

SERVICES

Reserves

Faculty may place books and articles on Reserve to make them available to students. Reserve materials may be checked out for two-hour periods and must be used in the library. Some reserve materials are available electronically, and these Electronic Reserves may be accessed both in the library and remotely on a 24/7 basis. The form to place materials on Reserve is on the library web page, with instructions and phone numbers.

InterLibrary and Document Delivery
Students and faculty are eligible to use InterLibrary Loan services to obtain materials not available at BCC. To support research needs of faculty, Document Delivery services are available. The Document Delivery service expedites delivery of journal articles. Forms for requesting InterLibrary Loan and Document Delivery services are available as a link on the web site.

An agreement among 250 New York metropolitan area libraries grants limited access to private collections for researchers who need materials not found in the CUNY and the New York Public Library systems. If a specific book or journal is needed that is only available at one of these private libraries, the faculty member or student may be issued a METRO referral card by a Reference Librarian. The METRO card permits access to the particular private collection to use the specific material listed on the referral card, however, does not convey borrowing privileges. The host library determines the length of time that a researcher may use the material and the length of time the card will be valid.

**Library Instruction and Information Literacy**

Faculty members are encouraged to schedule library instruction classes. The classes provide students with knowledge of how to identify information needs, find resources, evaluate the information retrieved, and give proper credit to sources used. Additionally, Information Literacy tutorials and resource links are available on the web page for students to explore to learn more about evaluating web sources, using citation formats and other frequently asked questions.

Customized library instruction sessions are available to focus on particular sources, assignments and subject areas. Library Faculty also provide specialized sessions for Teaching Faculty to learn more about resources and services supporting teaching and research. Faculty members may request group or one-on-one sessions. Faculty members with questions about scheduling instruction sessions may contact the Gerald S. Lieblich Learning Resources Center at Ext. 5429 or the Chief Librarian at Ext. 5548.

**Copiers, Printing, Computers**

Copiers are available for student and faculty use. Printing services are available, and computers are provided for writing papers, producing presentations, spreadsheets and completing assignments. The LRC is set up as a self-tutorial environment where faculty and students may view and listen to videos, CDs and other audio/visual resources on site. Computers connected to the internet are available at both locations.

**Library Hours**

Hours during academic semesters are 9 a.m. to 9 p.m., Monday through Thursday, 9 a.m. to 5 p.m. on Friday, 10 a.m. to 5 p.m. on Saturday, and 12 noon to 5 p.m. on Sunday, for a total of 68 hours per week. Extended hours are offered during midterms and finals.

**Library Advisory Committee**

The BCC Library Advisory Committee meets regularly, providing an opportunity for Teaching Faculty to bring forward questions, concerns or suggestions and for Library Faculty to share information about new resources. Additionally, faculty members are encouraged to contact the Chief Librarian at Ext. 5548 with questions, concerns or suggestions.

BCC Library & Gerald S. Lieblich Learning Resources Center provide faculty and students with access to the resources needed to support academic achievement, scholarship and advancement of career and educational goals.