



Library: (530) 938-5331 • library@siskiyous.edu • www.siskiyous.edu/library

Library Services for Faculty

THE COLLECTION

The Library collects print books, ebooks, print and online articles from magazines, newspapers and journals, and media items on a wide variety of topics to support the needs to faculty, staff and students.

A large part of the Library collection is now online. We subscribe to about 30 databases, giving you access to thousands of full text articles and more than 60,000 full-text ebooks. Online materials are available 24/7 through the Library [Catalog](#) and on our website's [Databases](#) page. If you are off campus, you will need to click on the "Off-campus" link next to the name of the database. You will then be prompted to enter your 14-digit library card number (with no spaces), which is the long number under the barcode on your card. You will also be prompted for your library account password. If you don't have a library card, stop by or ask for one online using the [Apply for a Library Card](#) link on our home page; [instructions for creating a password](#) are on our web site.

In addition to our online materials, the Library still has a more traditional physical collection to support our programs. The Library owns more than 38,000 print book volumes and has many other types of materials, such as print journals and magazines, newspapers, pamphlets, plays, maps, movies, music, and audiobooks, and a rich collection of local history materials called the Mt. Shasta Collection.

The Library relies on you to help keep the collection current. As experts in your subject areas, we value and welcome faculty purchase recommendations for library materials. (Please keep in mind that final purchase decisions must also consider budget, demand and balance of the Library's collection.) The Library also encourages faculty to participate in weeding outdated materials from the collection.

USING LIBRARY MATERIALS

Faculty and staff may borrow library materials (except videos) for a semester. Earlier return is encouraged so that the materials are available to others. Videos can be borrowed for three weeks. Faculty at the Yreka Campus can request that materials be sent to them.

A special note to part-time faculty: Part-time faculty cards are deactivated if you go for more than a calendar year without teaching for the College. If you believe that your card has been deactivated, please stop by or call us and we will happily reactivate it for you. The library cards of full-time faculty and part-time faculty who teach on a regular basis do not expire.

All Library article databases, ebooks, and streaming video collections are available 24/7, including from off campus. For off-campus access you will be asked for your library card number (the full number with no spaces) and [password](#). All online material can be used in your classroom, by email, on a course web site, in Etudes, or in Canvas. [Instructions for sharing online materials with your students](#) are on our web site or feel free to contact the Library for assistance.

LIBRARY SERVICES TO FACULTY

- **Classroom instruction:** The Faculty Librarian is available to meet with your class in whatever manner supports your objectives: from a brief library overview to a full session on research strategies for a particular assignment. Visits can be in your classroom, in the Library, or in a computer lab and are available for both the Weed and Yreka campuses and in the evenings. Handouts on how to use the Library's resources, as well as handouts designed for specific assignment support, can be provided. Please contact the Library for more information or to schedule a classroom visit.
- **Assignment Support:** The Faculty Librarian is happy to support your class assignments in a variety of ways, both for online and face-to-face classes. Some possibilities include handouts with database suggestions and tips, video tutorials demonstrating how to use library resources, and bibliographies of library materials or internet sites.
- **Online Class Support:** The Faculty Librarian is available to support research assignments for online students. Support ranges from being available inside the classroom (discussion forum participation, sending/receiving email messages, etc.) to providing handouts, video tutorials, and other materials. The Library also has a Research Module that can easily be imported into your Etudes or Canvas classroom.
- **One-on-One Assistance:** Interested in getting the most out of the Library's many resources but not sure how? Make an appointment with staff to learn more.
- **Reference:** Library staff is happy to help you locate needed information in the physical and online collections and on the Internet.
- **Interlibrary Loan:** If there are materials you need to keep current as a teacher or in your field that the COS Library does not have, please ask us about free [interlibrary loan](#) (ILL) services.
- **Reserve Collection:** Assist your students by placing assigned reading materials on Reserve in the Library. Whenever possible, please consider donating or lending materials to the Library for the Reserves. The Library is only able to purchase a limited number of titles for the Reserve Collection and materials provided by instructors help to make this heavily-used collection great! Most Reserve materials check out to students for two hours for in-library use only.
- **Flex Opportunities:** The Library has many Flex-approved books and journals ([old](#) and [new](#)) as well as [media](#) titles available for checkout.

LEARN MORE

Please visit the Library's [web site](#), including our detailed [FAQs](#) for more information about using the Library and our [How Do I...?](#) page for how-to tutorials and handouts teaching research skills and how to use the Library's many online resources.

To learn more about copyright, please see our [recommended web sites](#).

CONTACT US

Stop by: (Fall & Spring Semesters) Monday—Thursday 8:00 a.m.— 5:00 p.m., Friday 8:00 a.m.—4:00 p.m.

Call: (530) 938-5331

Email: library@siskiyous.edu

Ask Us!: <http://www.siskiyous.edu/library/askalibrarianform.htm>

Visit us online: www.siskiyous.edu/library