Book	VCCCD Board Policy Manual
Section	Chapter 4 Academic Affairs
Title	BP 4040 LIBRARY SERVICES
Number	BP 4040
Status	Active
Legal	Education Code Section 78100
Adopted	February 16, 2006
Last Reviewed	October 11, 2011

The District shall have library services that are an integral part of the educational program.

See Administrative Procedure 4040.

Book	VCCCD Administrative Procedure Manual
Section	Chapter 4 Academic Affairs
Title	AP 4040 LIBRARY AND OTHER INSTRUCTIONAL SUPPORT SERVICES
Number	AP 4040
Status	Active
Legal	Accreditation Standard II.C
	Education Code Section 78100
Adopted	July 14, 2009
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The colleges in the Ventura County Community College District are comprehensive community colleges that offer a range of instructional programs and services in support of their mission. Library and learning support services for students are integral to mission implementation.

The District pays consideration to the following parameters for implementation of Library and Learning Support Services:

Services and Facilities
Services may include, but are not limited, to the following:

- Library services and collections
- Tutoring Centers
- Learning Centers
- Computer Laboratories
- Language Laboratories
- Learning Technology Development and Training

Personnel

- District colleges rely on appropriate expertise of faculty, including librarians and other learning support service professionals, in the design and implementation of the teaching and learning process.
- District Colleges comply with minimum qualifications as defined by state regulations for hiring of all faculty for the Library and Learning Centers.

Curricular Services
Curricular programs may include, but are not limited to, the following:

- Independent or curriculum-specific library/learning center orientation sessions for students
- Information literacy instruction

Assessment and Program Improvement
District colleges regularly evaluate library and other learning support services to assure their adequacy in meeting identified student needs. Evaluation results are then used for continuous program improvement.

The methods of assessment are developed in accordance with the program review process of each college. Essential elements of the assessment include, but are not limited, to the following:

- Selection and maintenance of educational equipment and materials to support student learning
- Ongoing instruction to students in order to develop their information literacy skills
- Adequate access for students and instructors to the library and support services, regardless of their location and means of delivery
- The effective maintenance and security of the library and other learning support services
- The adequacy of print and electronic information resources, coupled with access to interlibrary loan services
- Continuous program review for library and learning resources