

LIBRARY AND LEARNING SUPPORT SERVICES

Under supervision of the Director of Learning Resources, District Librarians, through consultation with academic and career technical education faculty, as well as professional publications and resources, will develop and maintain diverse Library collection accessible through multiple modalities and at multiple locations.

The Library supports teaching and learning by providing materials reflecting diverse perspectives on controversial issues.

These materials will

- Enrich and support the curriculum of the District.
- Be provided in a variety of formats, including print, electronic, visual and audio, serving students both on and off campus.
- Provide information intended to support lifelong learning.
- Encourage learning and information literacy.
- Be maintained by continual evaluation, procurement, and replacement.

Donations to the collection will be added when they meet COS Library collection management policies. Determination of additions to the collection will be made by the Director of Learning Resources and District Librarians.

To ensure the adequacy of the collection, the Director and Librarians will review materials using professional standards developed by community college libraries.

If library materials are challenged by students, District employees, or members of the community, those challenges should be directed in writing to the Director of Learning Resources and signed by the challenger, indicating specific objections with page references. The challenged materials will then be reviewed by the Director and District Librarians. When this review has been completed, the Director will respond in writing to the challenge, forwarding copies of the letter to the Superintendent/President. The challenger may accept the review or present an appeal through the Superintendent/President to the Board of Trustees.

District Librarians, through instruction and reference assistance, teach students retrieval and use of Library resources, as well as information literacy skills. District Librarians strive to align the Library's information literacy program with guidelines outlined in the Association of College and Research Libraries' *Framework for Information Literacy for Higher Education*. A Librarian is available to provide reference and teaching support, both online and in-person, during the Library's opening hours.

References: Title 5, Education Code Section 78100, 78101, 78103; Civil Code Section 1798.90; Accreditation Standard 2.7

Approved: March 10, 2009

Revised: May 11, 2015

Revised: March 11, 2024