

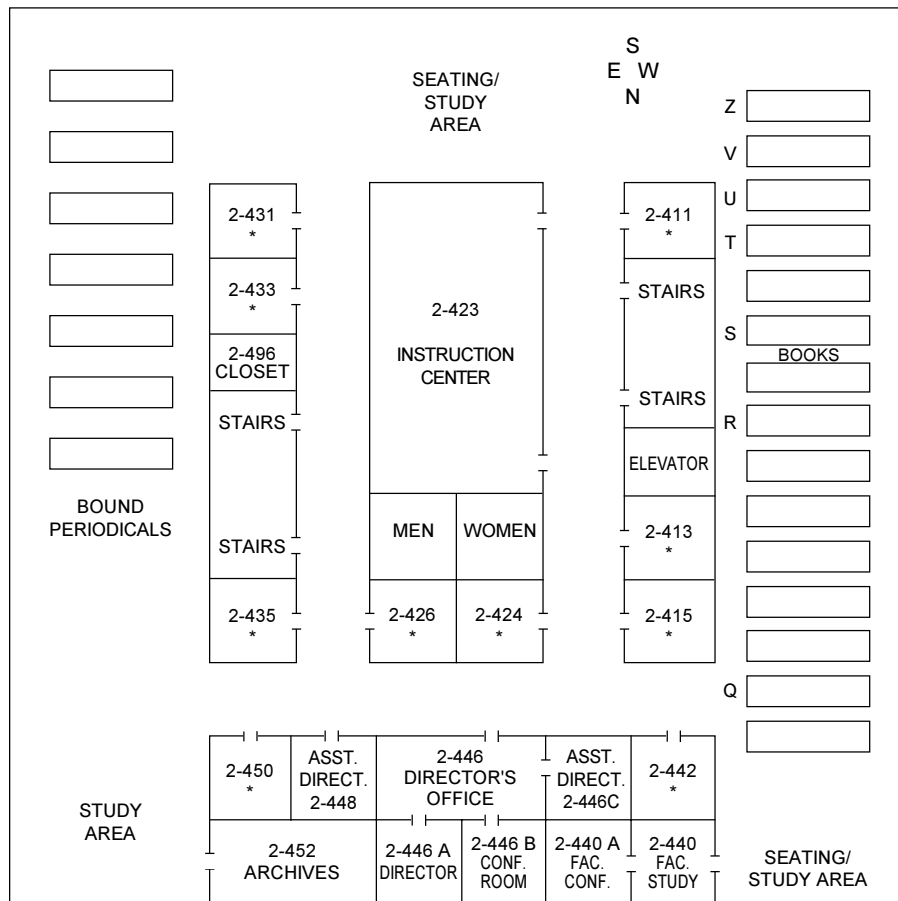
LEROY V. GOOD LIBRARY

BUILDING #2
FOURTH FLOOR



LEROY V. GOOD LIBRARY

Monroe Community College, Building 2
Director: Peter Genovese



* GROUP STUDY ROOMS

NEED HELP?

There is always a librarian available to help users find needed material. Ask at the Information Desk.

Leroy V. Good Library
Monroe Community College
February, 2004

HOURS

MONDAY - THURSDAY	8am - 9:00pm
FRIDAY	8am - 5:00pm
SATURDAY	11am - 4:00pm

Hours vary in the summer and during school vacations. Changes are posted at the Library entrance.

I.D. CARDS

A current MCC Photo ID card must be shown when borrowing material or when using Reserve material or study rooms.

LOAN PERIODS FOR STUDENTS

Pamphlets, videos - 14 days
Books, CDs, Cassettes, Records - 21 days
Laptop computers - 2 hour use in the library
Reserve Materials - One or two hour use in the library
Some reserve material is designated for overnight, 3-day or 5-day use, at the discretion of the instructor.
Renewals (materials may be renewed if no one else is waiting for them) -
Books, CDs, Cassettes, Records - 21 days
Pamphlets, videos - 14 days

LIBRARY USE ONLY

Magazines, journals, and newspapers
Reference collection
Reserve material, except as designated by the instructor
Microfilm and microfiche

FINES

Overdue books, records, CDs, pamphlets, videos	\$0.10/day
Overdue reserve material, hourly loans	\$0.25/hour
Overdue reserve material, overnight loans	\$1.00/day
Lost items	Replacement cost plus \$5.00 fee

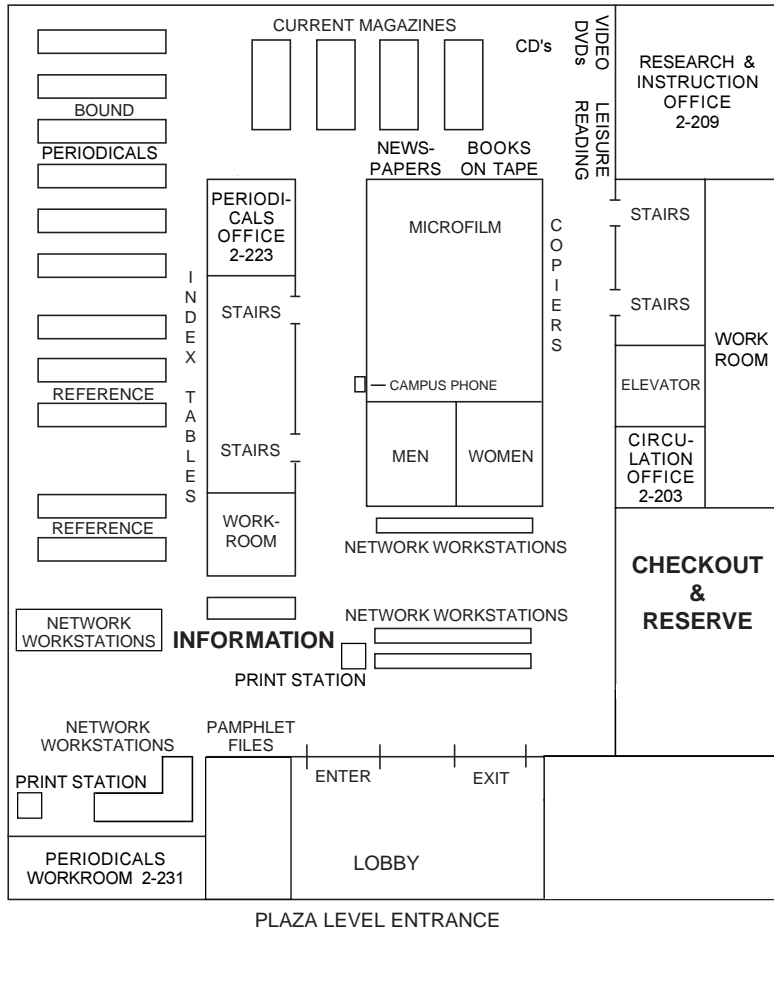
Persons with an overdue item or \$5.00 in fees are blocked from further borrowing. Bills are sent for overdue items. Delinquent accounts are forwarded to the Bursar for collection.

FOOD POLICY

Drinks in non-disposable, covered containers (e.g. commuter mugs) are allowed in the Library, **except** at computer workstations. If you wish to snack while you study quietly, there is a Designated Eating Area on the 3rd floor of the building.

LEROY V. GOOD LIBRARY

BUILDING #2
MAIN LEVEL (Second Floor)



TO
BUILDING
11

TO
BUILDING
12

NETWORK WORKSTATIONS

The Library has a number of electronic resources available including full-text magazine articles and an electronic encyclopedia. The Library offers limited word processing facilities. Most electronic resources are available from off campus from our web pages.

LIBRARY GUIDES AND PUBLICATIONS

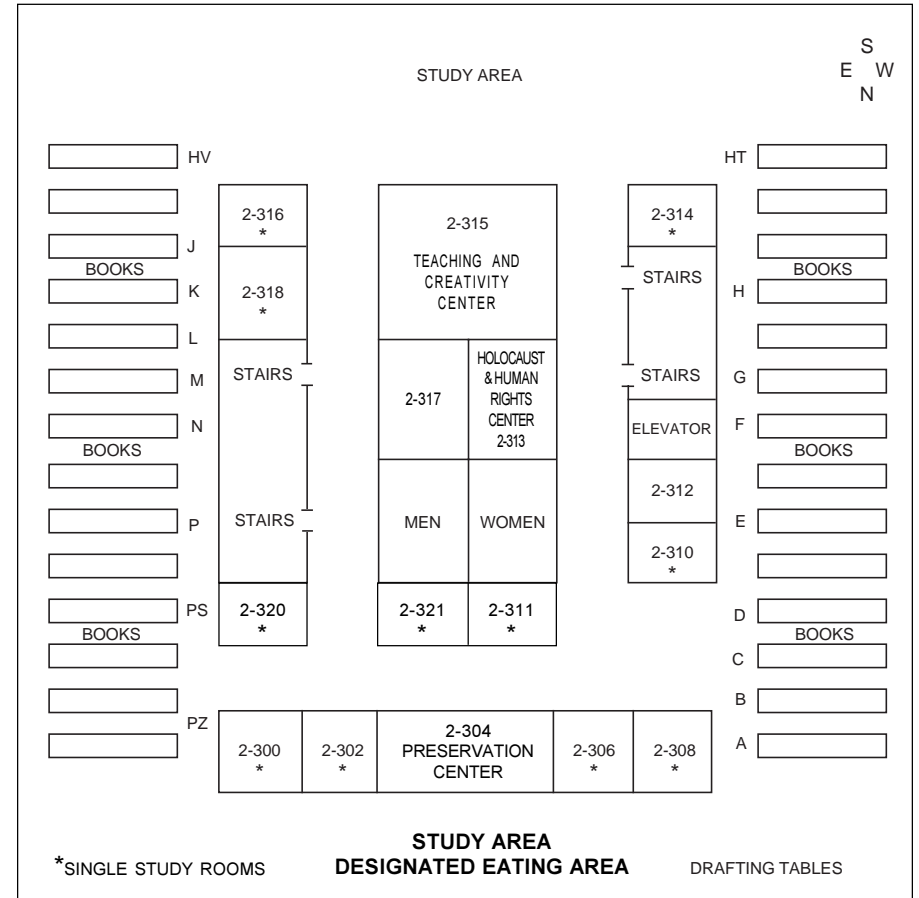
These are available at the Information Desk.

INTERLIBRARY LOAN SERVICE

The Library may be able to order materials that are not found here. Five Interlibrary Loan requests will be accepted per person per day. Ask at the Information Desk or place requests through forms on Library's web pages.

LEROY V. GOOD LIBRARY

BUILDING #2
THIRD FLOOR



*SINGLE STUDY ROOMS DESIGNATED EATING AREA DRAFTING TABLES

PHOTOCOPIES / PRINTING

Photocopies and computer printouts are \$0.10 per page. Public use copiers are located on the main floor of the Library. There are microfilm/microfiche printers in the microfilm room and two printing stations on the main floor of the Library near the network workstations. An MCC Photo ID card is needed to operate the microfilm/fiche copy machines and printing stations.

GROUP / INDIVIDUAL STUDY ROOMS

There are study rooms on the 3rd and 4th floors for individual users or for groups of two or more students. Obtain keys at the Checkout/Reserve Desk.