

# LEARNING RESOURCES

ST. JOHNS RIVER STATE COLLEGE

STUDENT SERVICES

## LIBRARY

The mission of the SJR State Library is to provide quality services, instruction, and resources which support the mission of St. Johns River State College and meet the informational, educational, cultural, and lifelong learning needs of the College community. There is a Library located on each campus with staff who are ready to help.

SJR State students are given Library privileges each semester they are registered for class. Students are automatically granted Library privileges; there is no application required. The Library has physical collections in each campus location which students may borrow from and a digital collection that's available online 24/7. Other Library services include inter-campus and inter-library loan, reserves collections of instructors' materials, loans of models and equipment, workshops, and events all year.

All of the Library's services are free to current SJR State students. Students need to present a photo ID to check out material. Links to the Library's online catalog, digital collections, and instructional materials are available at [LearningResources.sjrstate.edu/Library](http://LearningResources.sjrstate.edu/Library). Students need their MySJRstate username and password to login to the Library's catalog and digital resources.

### Students have access to the following:

Books .....	unlimited access, 21 day loan
DVDs.....	3 titles, 7-day loan
Equipment .....	limit varies, in-library use
Reserves.....	limit varies, in-library use
Magazines .....	unlimited access, in-library use
Digital Resources .....	unlimited access, authorized user

Students who lose or fail to return borrowed Library material may be asked to replace the material or will be charged the replacement cost of said material. The replacement cost is considered a financial obligation by the College; students' SJR State transcripts will be held until the obligation is resolved. Outstanding financial obligations may be referred to a collection agency. The complete policy regarding Library access, privileges and responsibilities is available at [LearningResources.sjrstate.edu/Department/LibraryPoliciesandPrinciples](http://LearningResources.sjrstate.edu/Department/LibraryPoliciesandPrinciples).

Each campus Library has places to study or relax between classes. The Library also has computers, printers, scanners, and wi-fi for students. Students need their MySJRstate username and password to logon to a computer or wi-fi. Students must comply with the College's Acceptable Use of Technology Resources policy (Procedure 3.11 of the SJR State Operating and Procedures Manual). The Library is open when classes are in session.

### Fall & Spring

Sunday.....	1:00 p.m. - 5:00 p.m.
Monday - Thursday .....	7:30 a.m. - 8:00 p.m.
Friday .....	7:30 a.m. - 5:00 p.m.

### Summer

Sunday.....	1:00 p.m. - 5:00 p.m.
Monday - Thursday .....	7:30 a.m. - 8:00 p.m.
Friday .....	Closed

Each Library is ADA compliant and strives to acquire resources that are accessible to all users. Assistive technology is provided by the Counseling Department.

Librarians are available to help whenever the Library is open. Librarians can help students find information, do research for papers, help with citations, and give basic computer assistance. Visit [LearningResources.sjrstate.edu/Library](http://LearningResources.sjrstate.edu/Library) to call, email, or chat with a Librarian or text (386) 202-9692 during Library hours.

## ACADEMIC SUPPORT CENTER

Free tutoring services are provided to current SJR State students at each Academic Support Center (ASC) on each campus.

The Academic Support Center is open Monday – Friday while classes are in session in the fall and spring and Monday – Thursday during summer semesters. Hours and subjects offered vary by term and location. Visit the Academic Support Center's website at [LearningResources.sjrstate.edu/ASC](http://LearningResources.sjrstate.edu/ASC) for hours, online tutoring services, and other academic support resources.

## DEPARTMENT OF LEARNING RESOURCES CODE OF PATRON BEHAVIOR

Each St. Johns River State College Library and Academic Support Center (ASC) strives to provide a safe, respectful environment for collaborative and individual study, research, and learning. To ensure this environment exists for the benefit of all, users who enter the Library or ASC must abide by the standards provided here and defined in referenced policies.

### Authorized Users

The Library is open to all members of the College community and eligible community patrons. Minors (under 18 years of age) who are not currently registered students must be constantly accompanied by an adult and abide by the standards provided in Procedure 3.36 of the SJR State Operating and Procedures Manual. Security will be notified if a minor is left in the Library unattended. The Academic Support Center is open only to currently registered SJR State students or workshop registrants.

### Standards of Conduct

All users must adhere to the College's Acceptable Use of Technology Resources policy (Procedure 3.11 of the SJR State Operating and Procedures Manual) and Article III, item 16 of the Student Code of Conduct, which can be found on page 59.

All users are responsible for the safety of their personal belongings. Neither the Library nor the ASC assumes any responsibility for the loss of unattended personal property. Staff may alert Security to unattended personal property left in the Library or ASC.

All users must adhere to the Standards of Conduct and Article III of the Student Code of Conduct, which can be found on page 59, but not limited to, the following:

- Smoking, including e-cigarettes, and chewing tobacco are prohibited on SJR State campuses.
- Possession of alcoholic beverages or illegal drugs is prohibited on College property.
- Sleeping in public areas is prohibited.
- Non-college organizations or individuals may not canvass or solicit on the campus.
- Distribution or posting of any material on campus must have the approval of the Office of Student Affairs.
- With the exception of guide dogs and service animals, pet animals are not allowed on campus sidewalks or in campus buildings or classrooms.
- Users must attire themselves in such a manner as not

to be in violation of health laws and/or disrupt the College's educational process. Appropriate dress for the appropriate activity is expected. A user may be asked to leave an area when he/she is not appropriately attired in the opinion of the College official or instructor who is acting in a supervisory position. Footwear must be worn on campus.

- Unless otherwise authorized by Florida law and with the exception of students enrolled in the Criminal Justice programs of the College participating in a College approved training exercise, the possession of firearms, toy guns, paint guns, devices that make noise which could be construed as sounding like gunfire, knives, explosives, fireworks, hazardous or toxic substances, or other dangerous materials is strictly forbidden on any of the College's campuses or sites.
- Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, cyberbullying and or other conduct which threatens or endangers the health or safety of any person are prohibited.
- The attempted or actual theft of and/or damage to property of the College or property of a member of the College community or other personal or public property are prohibited.
- The theft, abuse, misuse, or alteration of the College's computer systems and information and records stored on the computer systems is prohibited.
- Activities or actions that disrupt or obstruct teaching, research, or administrative efforts and/or are intended to impair, interfere with, or obstruct the orderly conduct, processes, and functions of the College are prohibited.
- All students must carry identification and/or proof of registration; community patrons must provide a State form of photo identification.

### **Disciplinary Action**

Failure to comply with this Code of Patron Behavior will result in disciplinary action which may include: being escorted from the premises by College Security; being reported to the Office of Student Affairs for possible referrals or penalties; having library and/or tutoring privileges suspended or permanently revoked; being banned from campus; and/or being reported to local law enforcement, depending on the nature and severity of the infraction.