

LIBRARY COMPUTER CLASSROOM RESERVATION POLICY

The library computer classroom (Bailey Library 213) is available for non-library functions by special arrangement only.

During the months of September, October, January and February, the library computer classroom is reserved exclusively for library instruction classes taught by the library faculty.

At other times of the year, the room may be scheduled in advance for use by faculty, staff and administration of the University by calling the Library Secretary, Barbara McGinnis, at x2734. Requests are granted based on the availability of the room.

The library does not have staff available to load software in the classroom for demonstrations and we ask that the computer equipment in 213 not be altered in any way.

P. J. Tramdack
September 5, 2007