

AP 4040 Library and Learning Support Services

Reference:

Education Code Section 78100;
Civil Code Section 1798.90 (Reader Privacy Act);
ACCJC Accreditation Standard II.B;
WASC/ACS Criterion 7, Indicator 7.1 and Criterion 8, Indicators 8.1 and 8.4

- 1.0 Under supervision of the appropriate administrator, the college librarians in consultation with the faculty and dean from each academic area have the responsibility of coordinating the development and maintenance of a well-rounded, well-balanced collection of instructional materials, learning support services, and resources of the highest possible standard.
- 2.0 The library staff recognizes the obligation of college policies and procedures to promote free and open discussions as an educative force and to prepare students to deal with controversial issues. The library has the responsibility of providing materials on opposing sides of controversial issues and representative of the many groups and opinions prevalent in our society. The college librarians will establish procedures for materials selection.
- 3.0 As a measure of adequacy the library should review its collection against the recommended lists of materials for community college libraries, professional journals in all disciplines taught at the college, and current bibliographic publications. Broad objectives in selection of educational materials include:
 - 3.1 Providing materials that will enrich and support the curriculum.
 - 3.2 Providing materials that will stimulate growth in factual knowledge.
 - 3.3 Providing a background of information, which will enable students to make intelligent judgments in their daily lives.
 - 3.4 Providing materials representative of the diversity of the District.
 - 3.5 Placing principle above personal opinion and reason above prejudice in the selection of materials.
- 4.0 If library materials are questioned or challenged by members of the community, the questions should be directed in writing to the administrator of the library of the college involved, signed by the person raising the question, and indicating specific objections, page references, etc. The questioned materials will then be reviewed by the supervising manager and the college librarians. When this review has been completed, the supervising manager will respond in writing to the question/challenge and forward copies of the letter to the College President. The questioner may accept the review, or present an appeal through the College President and the District Chancellor to the Board of Trustees.

See BP 4040 Library and Learning Support Services.

North Orange County Community College District
ADMINISTRATIVE PROCEDURES
Chapter 4
Academic Affairs

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