Library Hours 2008-2009

Monday-Thursday  8 am-9 pm
Friday           8 am-5 pm
Saturday         8 am-1 pm
Sunday           Closed

During Semester Breaks the library will be open Monday-Friday 8 am – 5pm

Fall Semester: August 30-September 1 (Labor Day); September 2 (Staff Development); November 27-30 (Thanksgiving); December 24-January 2 (Winter Break)

Spring Semester: January 19 (MLK Jr.); April 10-12

Important Phone Numbers

Circulation Desk  (815) 921-4614
Library Director’s Office (815) 921-4627
Reference Desk      (815) 921-4619
Interlibrary Loan   (815) 921-4607

Who may use the library?

Anyone may come to the Library to use our resources, including students, faculty and staff of Rock Valley College. Residents of Community College District #511 which includes Winnebago, Boone, and certain areas of Ogle and Stephenson Counties may borrow circulating Library materials by getting a community patron card. Residents under the age of 16 must have a parent/guardian's signature, and all residents must agree to abide by library regulations.

Borrowing from the library

The basic loan period for most circulating items is 4 weeks for students and community patrons. Faculty and staff may borrow most items for a semester. The basic fine for circulating materials is $.10 per day. If you lose an item, you must pay the replacement cost of the item plus a processing fee.

Computers

There are 54 computers available for student use at the library. Some require student log-ins and others are public access. The Internet and Microsoft Office are available.
**Printing**
Patrons needing to print pages may do so for $.10/page for black & white and $.25/page for color printing. Printouts may be picked up and paid for at the Circulation Desk.

**Copying**
Patrons needing to make copies may do so for $.10/side. Double sided copying is available.

**Interlibrary Loan**
If the Library does not have the materials you need, we can obtain them for you by using Interlibrary Loan. Interlibrary Loan is a system which allows the College Library to obtain materials from over 12,000 participating libraries. If you would like to request an item through Interlibrary Loan, please use either the Book Interlibrary Loan online form or the Periodical Interlibrary Loan online form found at [http://library.rvc.cc.il.us/ill.htm](http://library.rvc.cc.il.us/ill.htm).

**Group Study Rooms**
There are six group study rooms available for use. Two will be available on a first come, first serve and four will be by reservation. Priority will be given to groups over individuals. Reservations can be made by contacting Becky Whitlow, Access Services Coordinator by phone (815) 921-4603, e-mail: bwitlow@rockvalleycollege.edu or in person.

**DVD Players/VCRs**
DVD players and VCRs are available for viewing materials at the library.

**Headphones**
Headphones are available for check-out at the circulation desk for use within the library.

**Microfilm/Microfiche**
There are two combination microfilm/microfiche readers available at the library. Printing is $.10/page

**Scanner**
There is a free self-service scanner available for use in the library.

**Meg’s Daily Grind**
Meg’s Daily Grind is a coffee shop located in the library’s main lobby. Meg’s also sells sandwiches and other lighter fare. It should be noted that food is not permitted in the library itself and drinks must be in a spill-proof container.

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*Updated 08/08*
Scott Goldy, Instructional Librarian
Rock Valley College