

# Off-Campus Library Services

## Library Purpose

The Clarendon College Library Off-Campus Library Services (OCLS) is your immediate access to academic information and research needs. Our purpose is to assist you in the information literacy process so that you can access and evaluate print and non-print resources. Located in the Vera Dial Dickey Library at Clarendon College, Clarendon, Texas, the OCLS department is available to all Clarendon College faculty and students regardless of location.

## Library Mission

It is the Mission of the Clarendon College Vera Dial Dickey Library's Off-Campus Library Services Department to meet the teaching, educational, research, and informational needs of all Clarendon College students, faculty, administration and staff regardless of location by providing appropriate library resources and services.

## Off-Campus Library Services

Students enrolled in courses offered by Clarendon College (regardless of location) are encouraged to make effective use of the library services and resources. The library has established cooperative agreements within each community in which a course is taught to provide adequate library services and resources to assist you in your college research and assignments. To supplement these services and further meet your academic needs, the library provides the following services:

- **On-line Reference Assistance** - A reference librarian is available to assist you when the library is open. E-mail reference is intended for brief, factual or directional questions. Click Ask-A-Librarian located on the library homepage to send your request.
- **Telephone Request** Leave your request on the Off-Campus Reference line at 806- 874-4815 or 800-687-9737 ext. 116.

**Requestor will receive a confirmation notice when the request has been received. Allow a minimum of 24 - 48 hours when making your request. All requests will be answered and/or responded to within 48 hours of its receipt.**

## Interlibrary Loan Service

Off-campus library users are encouraged to checkout materials from the college library, and request materials not found in the college library by using Interlibrary Loan (ILL). Books and magazine articles may be requested from other libraries and mailed to the main campus at no charge.

## Library Instruction

Faculty and students may request group or individual library instruction sessions at any time throughout the semester. The instruction sessions are designed to inform students of how to use the online catalog and databases.

## Free Database Trials

From time to time the library solicits input from students and faculty regarding their opinion of databases the library is considering for purchase. The library will notify all students and faculty via the college e-mail and flyers.

### **Harrington Library Consortium**

The Clarendon College Library is a member of the Harrington Library Consortium (HLC). HLC is a group of 75 Texas Panhandle public, private, academic, and school libraries who share resources and services and a collection of more than 1 million items. If you have a library card at one of the HLC Libraries, you may borrow items from other HLC libraries using your card. You must be in good standing with your home library before you can borrow materials from another library.

### **Off-Campus Cooperative Agreements**

Off-Campus Cooperative agreements have been established and are in effect with the academic and public libraries in your area. In the event the public libraries are not able to provide the proper services and resources you need for your college courses, please notify the Clarendon College Library staff.

If you are students from the Pampa or Childress Center you can also checkout books from the city library using their college id or a HLC library card. ILL can also be done from the city library with a possible shipping fee. Faulty reserves may be found that the city library, ask instructor.

### **Clarendon College Vera Dial Dickey Library**

#### **Library Hours**

Monday - Thursday	7:45 a.m. - 8:00 p.m.
Friday	7:45 a.m. - 11:30 p.m.
Sunday	4:00 p.m. - 8:00 p.m.

**For more information contact the Off-campus Librarian at (806) 874-4813 / 800-687-9767 ext. 116 of email [pamela.reed@clarendoncollege.edu](mailto:pamela.reed@clarendoncollege.edu).**