

Library Services for Faculty

Library Instruction

Far more than a tour, we gear instruction to the *assignment at hand*. Let us help your students learn to select and efficiently utilize the resources provided by the library.

To schedule instruction, fill out the [Instruction request form](#).

Course Reserves

Videos, books, class notes, articles, even web sites can be placed on reserve. Wherever possible, they will be available electronically 24/7.

- [Information about Course reserves](#)
- [Course reserve request form](#)

Borrowing from other libraries

Choose from [Interlibrary Loan \(ILL\) or TexShare](#).

Remote Access to electronic resources:

Students log in using their myLC username and password. Faculty and staff use their computer account username and password.

LibGuide Request

You can request a librarian to create a LibGuide for a subject or for your course in specific. A LibGuide is an online collection of resources providing research help and information on specific topic or course.

Online Tutorial Request

You can request the librarian to create an online video covering an aspect of library instruction or other subject to be posted on the library web page or BlackBoard course.

Suggest Library Purchases

Tell us what books and other media will support your courses. Provide your "recommended reading lists" *before your students ask us* for the items on them. Help us support your courses by filling out the [Material purchase request form](#)

Textbook Request

The library is able to purchase textbooks that cost over \$100 for in library student use. This is a great way to help students out who are unable to afford the textbooks or are waiting for them to arrive while classes are starting. Here is the [textbook request form](#).

Subject Liaison

Each discipline at Lee has a librarian who communicates with faculty and oversees collection development in that area. If you need library help please contact us (x6584 or email library@lee.edu).

Copyright information

[Sandra Brown](#) is the campus Copyright Advisor and is available to help you evaluate the intellectual property you plan to use.

[Copyright helps](#)

More information for faculty:

- [Faculty Circulation Policy](#)
- [Tools for creating plagiarism–proof assignments](#) and more on the topic.

[FIND A CAREER](#)
[My Next Move](#)