



Orange Coast College Library

Faculty Use of Library Study Rooms

Policy and Procedures

Faculty members may book a study room in order to meet with students. There are two rooms that can be used by faculty for this purpose. Faculty members must be able to show proof of identity. Rooms can be booked up to 30 days in advance or may be booked at time of use. Rooms are first-come, first-served. Rooms can be booked for one 3 hour block of time per day. Room capacity is 6 people. Rooms are booked at the Circulation Desk.

In the event that neither room is available, faculty may use the open study room to meet with students.