Sacramento City College  
Campus-Wide Issue/Concern Form

Committee or Individual  LR Committee, Carl Sjovold  
Date submitted  March 2, 2006

Issue/Concern  Acquiring Books for Reserve Desk in LRC

Signature of Initiator(s)  Carl Sjovold <signature on file>

Provide information, which succinctly but fully discusses the issue/concern (if necessary, add additional pages).

A. Describe the issue/concern:
In order to provide a full range of library services to our student body, the LRC maintains a Reserve Collection of textbooks that have been assigned for classes. The LRC provides this service to help students who might not be able to afford certain textbooks. Sometimes faculty members request extra copies from the publisher for the Reserve Collection, however many faculty members do not provide books. The Learning Resources Division uses its own budget to purchase textbooks from the Campus Bookstore.

According to the figures compiled by the Learning Resources Division, for example, the LRC has spent between $13,000 and $20,000 on reserve books each year for the last three years, and is on track to spend more than $20,000 this current academic year.

B. What do you recommend or suggest solving this issue/concern?
Most textbook publishers will provide, upon request, a limited number of books that may be put on reserve, as long as their books are being sold in the Campus Bookstore as well. Given the willingness of publishers to accommodate their faculty customers, instructors should be able to acquire extra copies for reserve. The members of the Learning Resources Committee believe that the LRC can redirect thousands of dollars each year to the purchase of books for the general circulating collection if all instructors request an extra copy from the publisher and bring it to the Reserve Desk.

C. How will this recommendation support the success of SCC students and benefit the campus community?
If all instructors contact their publishing representatives and request an extra copy for reserve, such an effort will help strengthen the Reserve Collection, a service that loans books up to 5000 times per month. Many students depend on the Reserve Collection to defray the cost of their education here at Sacramento City College, an education that becomes more expensive each year as the price of textbooks continues to rise. Some students have even complained that they have had to drop classes because they were unable to either buy or borrow the assigned texts. The members of the Learning Resources Committee believe that this practice will better serve the needs of our students.

Please return this form to the Process Coordinator, Nelle Moffett, RN 221. The Initiator will be notified within 5 working days as to the committee or council that will review this issue/concern.

Official Use Only
Date received by Process Coordinator  3/2/06  
Tracking #  05-06-09
Date Initiator Notified  3/2/06  
Forwarded to  Executive Council  
Date  3/15/06

Revised: 5/17/04
January 31, 2006

Dear Members, Executive Council

The members of the Learning Resources Committee would like to bring to the attention of the Executive Council a matter of some financial importance. In order to provide a full range of library services to our student body, the Learning Resources Center (LRC) maintains an extensive Reserve Collection where students may check out (on a short-term loan) the textbooks that have been assigned for their classes. The LRC provides this service to help out those students who might not be able to afford certain textbooks. In some cases, the Reserve Collection receives books from faculty members who request extra copies from the publisher. In many other cases, however, faculty members do not provide books. In an effort to maintain a collection that offers reserve textbooks for the greatest number of classes, the Learning Resources Division dips into its own budget and purchases textbooks from the Campus Bookstore.

This is the issue we would like the Executive Council to address, as the amount of money that the college spends on reserve books is significant. According to the figures compiled by the Learning Resources Division, for example, the LRC has spent between $13,000 and $20,000 on reserve books each year for the last three years, and is on track to spend more than $20,000 this current academic year.

The members of this committee believe that the LRC should not have to spend so much money on reserve books. Rather, it is the opinion of the committee that textbook publishers should provide the books for our Reserve Collection. Most textbook publishers will provide, upon request, a limited number of books that may be put on reserve, as long as their books are being sold in the Campus Bookstore as well. Given the willingness of publishers to accommodate their faculty customers, instructors should be able to acquire extra copies for reserve. The members of the Learning Resources Committee believe that the LRC can redirect thousands of dollars each year to the purchase of books for the general circulating collection if all instructors request an extra copy from the publisher and bring it to the Reserve Desk.
By bringing this matter to the attention of the campus community, it is our hope that instructors will take a few minutes prior to the beginning of each term, as soon as they make a decision about the next semester's textbook, to contact their publishing representatives and request an extra copy for reserve. Such an effort will help strengthen the Reserve Collection, a service that loans books up to 5000 times per month. Many students depend on the Reserve Collection to defray the cost of their education here at Sacramento City College, an education that becomes more expensive each year as the price of textbooks continues to rise. Some students have even complained that they have had to drop classes because they were unable to either buy or borrow the assigned texts. The members of the Learning Resources Committee believe that a little effort on the part of our instructors will go a long way toward serving the needs of our students.

Thank you.

Learning Resources Committee