

## **Dear South Central College Library users and community members,**

South Central College Libraries are currently operating in a reduced capacity and all services have shifted online in response to the Covid-19 Pandemic. Tentative physical library reopening is planned for April 10th, but please watch the Library Hours of Operation webpage for any updates.

Library Services at South Central College is working in partnership with our campus associates to take appropriate precautions and make changes to our regular operations to protect faculty, staff, and students in response to COVID-19. Librarians are available to help students and faculty in the transition to online learning and teaching. We provide research and information literacy tools and activities; virtual instruction and research consultations; and reference assistance through AskMN chat (<https://askmn.org/>), email ([library@southcentral.edu](mailto:library@southcentral.edu)), and phone.

### **Checkout and Recall Policies**

Until at least April 10, we will not recall checked-out books because we know many students, staff, and faculty are unable to return to campus. We are also suspending overdue and recall fines.

At this time, all Interlibrary loan is stopped for the state of Minnesota and there are no deliveries happening around the state until at least April 10. Because other libraries are also experiencing service disruptions, any loans after that date will depend on if the lending library is resuming service.

We will continue to support the South Central College community and encourage students, faculty, and staff to use our many remote services as much as possible. We are creating library guides and tutorials to assist the campus community in using library resources remotely.

Any changes to Libraries operations will be posted on our [Library Hours of Operation](#) webpage as information becomes available. As some of the most highly utilized public spaces on campus, it is our goal to maintain operations as much as possible while mitigating the risk to users.

We encourage all staff and users to follow the guidelines on South Central College's Coronavirus (COVID-19) information page and take the precautions of frequent handwashing and social distancing, especially when visiting the Library and using public resources like computer workstations. Following public health guidelines, we ask that anyone experiencing any symptoms of illness stay home, as well as those within vulnerable populations. The safety and well-being of our Library's patrons and staff remain our highest priorities.

Thank you for your flexibility, patience, and cooperation as we work to support our community during this time.