Hello and welcome to the libraries of TCC! The college’s libraries are primarily intended for academic use by the TCC community. The policies related to the libraries are in place to ensure a safe, comfortable, and scholastic environment. All patrons must be respectful of others and observe the college’s conduct guidelines, expectations for civility and safety, and policies for the acceptable use of information technology which are published in the Student Handbook and posted on campuses.

This video will provide an overview of policies and guidelines related to user behavior and the use of library spaces, resources, materials, and equipment.
TCC policies can be accessed from the College’s homepage at www.tcc.edu with a search of the keyword policy. All TCC Policies as well as the Student Handbook are linked on the Statements and Policies page.

Library policies can also be accessed from the library homepage under “Need Help?”

TCC policies cover a range of topics, including weapons on campus, alcohol and other drugs, privacy, expressive activity, and safety and security.

The Student Handbook summarizes many of these policies and includes more information about student conduct and expectations for civility and safety.
Library Use Policies


The Use of Libraries Policy 5302 is listed on the TCC Policies page under Information Systems – Learning Resources. This policy recognizes that one of the most important challenges facing the college is to ensure both the availability and the effective use of learning resources in a safe, comfortable environment that promotes free intellectual exploration, research, and learning. This policy sets forth TCC’s position on the use of the college’s libraries and the standards for civility, safety, and acceptable behavior that all members of the TCC community and public patrons must observe. It also details disciplinary action for failure to comply with the policy. Individual campuses may have other guidelines for behavior expectations that will be posted at the campus.

The Use of Library Materials Policy 5301 is also listed on the TCC Policies page. It governs the check out and use of library materials such as books, DVDs, CDs, and reserves collections. For more information about library resources, see the Library Collections video.
The libraries provide access to information technology such as computers, printers, scanners, photocopiers, and Wi-Fi. Students and other users of these resources must understand and agree to abide by all applicable Commonwealth of Virginia, federal, Virginia Community College System, and college policies, procedures, and standards that relate to the security and acceptable use of college IT resources.

The policies governing the use of information technology in the libraries include the VCCS Student-Patron Acceptable Use Agreement and TCC’s Print Management Policy 5103. More information about accessing Wi-Fi in the libraries can be found at wifi.tcc.edu.
If you have further questions about library policies and procedures, please ask at the library’s reference desk or contact library staff using the Need Help links on the library homepage.

Thank you for watching, and we hope you enjoy using the TCC libraries!
Thank you for watching this tutorial which provided an overview of the policies related to TCC libraries. Have a great day!