

BCC LIBRARY COVID-19 CONTINUITY PLAN – SPRING 2022

EVERYTHING YOU NEED TO KNOW!

*BCC Library along with all the libraries of CUNY continue to offer digital services and an abundance of 24/7 resources. Please check this document for updates on the latest restorations and additions to our services. [Look to the **SECTION HEADERS** in **crimson** below to quickly find updated content.]*

Welcome to the BCC Library, your hub of Discovery, Learning and Creativity at BCC!!!

Since the CORONAVIRUS-19 pandemic began, the Bronx Community College Library Access Services, Archives, Content Services, Learning/Instruction Services, and Technology Services have continued to support the educational mission of Bronx Community College and the mission(s) of the CUNY Office of Library Services for discovery, critical thinking, and learning through instructional initiatives that develop skills for information discovery, scholarship, and academic excellence. Working collaboratively with faculty, students, and the college community, the Library Department will continue to assist our learners to consider their role as consumers, producers, and creators of information. Learners will be empowered to effectively identify, find, evaluate, create, and ethically use information in their academic pursuits, in their future careers, and as life-long learners in an information-rich society.

ACCESS / ACCOUNTS

BUILDING OPEN w/Study Rooms by Reservation - Hours -

The onsite SERVICE offerings include distanced seating for **quiet study and quiet computing** (*i.e., no teleconferencing and no online course participation*) and limited printing, scanning, copy services.

Reservations for study rooms will be available only to BCC students, faculty, and staff. Only the main floor of the BCC Library, (the “Commons”) and most of the study rooms will be available. Seating will be limited to about 50% capacity for social distancing allowance and effective facility management.

- **Study Room seating (2-Hour blocks) will be via reservation only.**
- There will be single seating sessions available with a 24-hour advance reservation.
- Cancellations will be automatic after a 15-minute grace period.
- No same-day reservations/no re-entries will be allowed in order to fairly balance access/use.

Monday | 9:30 a.m. – 11:30 a.m., 12 noon – 2:00 p.m., & 2:30 p.m. – 4:30 p.m.

Tuesday | 9:30 a.m. – 11:30 a.m., 12 noon – 2:00 p.m., & 2:30 p.m. – 4:30 p.m.

Weds. | 11:30 a.m. – 1:30 p.m., 2:00 p.m. – 4:00 p.m., & 4:30 p.m. – 6:30 p.m.

Thursday | 11:30 a.m. – 1:30 p.m., 2:00 p.m. – 4:00 p.m., & 4:30 p.m. – 6:30 p.m.

Friday | 9:30 a.m. – 11:30 a.m., 12 noon – 2:00 p.m., & 2:30 p.m. – 4:30 p.m.

Saturday | 10 a.m. – 12 p.m. & 2 p.m. – 4 p.m.

Sunday – CLOSED - TBD for late spring – dependent on additional staffing

Library opened & appointments/reservations -

Access to the Library is open for:

- a.) study room seating reservations,
- b.) open seating for computing and study (Level II - main floor only)
- b.) materials curbside pick-up, or
- c.) reference/research consultation services on site and by appointment.

Click here <https://bcc-cuny.libcal.com/> for scheduling access **24 hours in advance**.

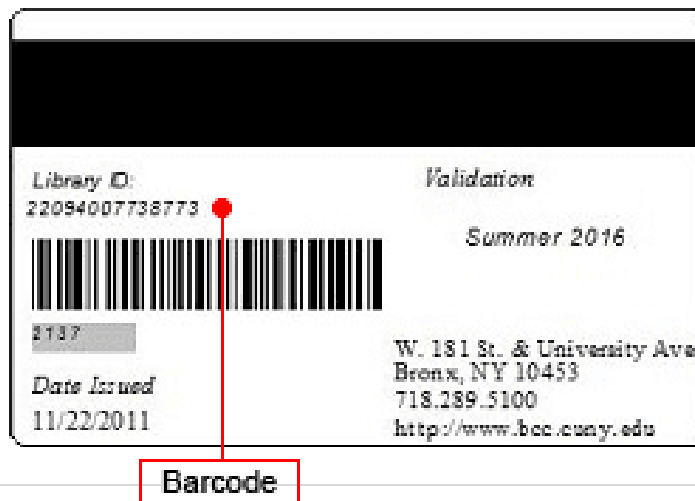
Virtual Services Hours – Still available as detailed throughout this plan.

ID Activation -

The Library IDs are all automatically activated without having to visit in person. If you have difficulty using your CUNY login credentials to access databases or other library services, please contact tsc@bcc.cuny.edu for assistance with your account.

Your “OneSearch” BCC Library account -

Go to the BCC_Library website and choose the “OneSearch” tab, then click on the grey “Search” button. Inside OneSearch, click on the “Sign in” link. Get into your account by using your CUNY login credentials [e.g. first.last##@login.cuny.edu & CUNY password].



CIRCULATION / BORROWING / E-CONTENT

Circulating items & Renewals -

You must now renew books and other items that you have checked out already.

Books can be returned to the Book Drop which is just to left of (upon entering) the main (center) quad entrance of North Hall. *(Do not put items in the trash compactors! Those are out on the sidewalk away from the “front porch.”)*

Fines -

All books and items taken out or that are due during this COVID-19 period (March 11th, 2020 forward) will not accumulate fines. All fines levied from before the COVID-19 period (March 10, 2020 and before) will stand.

E-reserves -

Textbook chapters previously requested for upload are still available.

Go to the BCC Library website and choose the “EReserves” tab, then click on the grey “Search” button for access by course number or instructor.

The screenshot shows a web browser window with the URL <http://bcc-cuny.libguides.com/er.php?b=c>. The page is titled "E-Reserves" and is part of the Bronx Community College Library website. It features a search bar with the text "Search E-Reserves: Enter Course Keywords" and a "Go" button. Below the search bar, it displays "Showing 153 Courses" and a list of course entries. On the right side, there are sections for "Student Resources", "Faculty Resources", and "Need Help?".

Course	Instructor	Term	Last Updated
ACC 115 - Accounting Information Systems	Perkins, Clarence	Fall 2019 - Spring 2020	Aug 30, 2019
ANT 11 - Introduction to Anthropology	Self, Sayida	Fall 2019 - Spring 2020	Aug 26, 2019
ANT 11 - Introduction to Anthropology	Yilmaz	Fall 2019 - Spring 2020	Aug 22, 2019
ARB 111 - Beginning Arabic I / Multiple		Fall 2019 - Spring 2020	Aug 12, 2019
ARB 112 - Beginning Arabic II / All		Fall 2019 - Spring 2020	Aug 12, 2019
ART 12 - Introduction to Art History: Africa, the Americas, Asia, and the Middle East	Orturo, Andrea	Fall 2019 - Spring 2020	Aug 19, 2019

Open Educational content -

Explore, find, and adopt Open Educational Resources (OER) via the [OER LibGuide](#).

BCC Library Archives collections -

During the Spring 2022 semester, the Archives will be offering remote reference and research assistance during the Library's virtual service hours. Please send all email requests for records and research inquiries to Head of Archives, Prof. Cynthia Tobar at Cynthia.Tobar@bcc.cuny.edu. We invite the public to explore our digital and oral history collections, online exhibits and educational resources by visiting our [site, https://bccarchives.commons.gc.cuny.edu/](https://bccarchives.commons.gc.cuny.edu/) as well as our [Libguide, http://bcc-cuny.libguides.com/archives](http://bcc-cuny.libguides.com/archives).

Circulation E-mail account -

Circulation@bcc.cuny.edu

REFERENCE / CONSULTATIONS

24/7 Chat Reference Service -

Go to the BCC Library website and choose the "Ask-A-Librarian" tab, then click on the blue "Live Chat" button. The BCC Library uses [LibChat](#), our online chat reference tool, part of a 24/7 chat reference service.

In person Reference Help and Scheduled Consultations -

With the Library now re-opened, seek research assistance at the reference desk during normal business hours. For in-depth research assistance, fill out this [research appointment request form](#) or email your [subject librarian liaison](#).

Library Instruction -

Our Librarians will work with teaching faculty, instructors, and graduate teaching assistants. If you have an interest in library instruction, send us an email at: libraryinstruction@bcc.cuny.edu We are ready to assist with Information Literacy instruction.

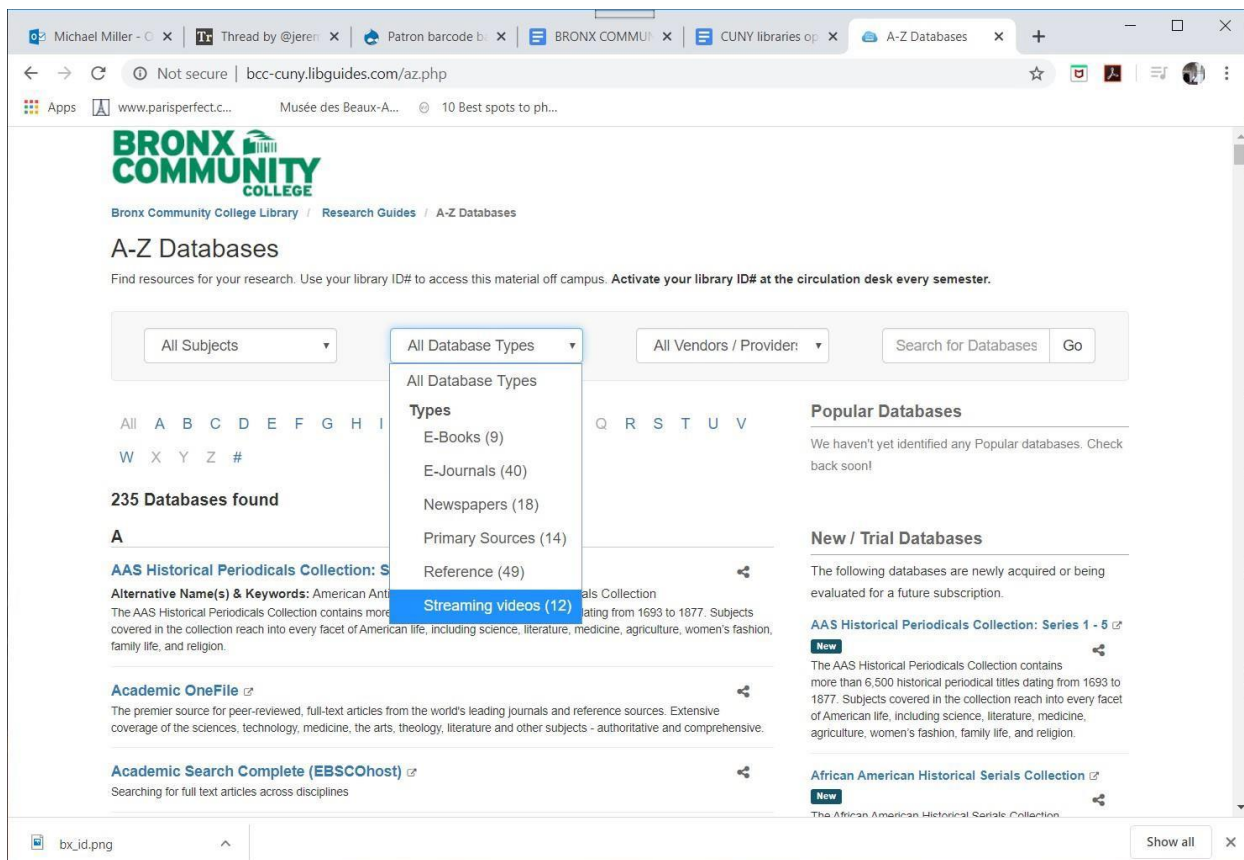
You can also look at our Library Research Guides located at: <https://bcc-cuny.libguides.com/> for more information related to using our Library. Instructors wishing a new research assignment sheet for their students, can coordinate with the Library Liaison for their department. The list of liaisons is [here](#).

We can teach onsite, (socially distant) or online or via one-on-one consultations using video conferencing or live chat. We can meet with you and your students in your regularly scheduled online classroom as well.

Databases / Streaming Video –

Go to the BCC_Library website and choose the “Articles/Databases” tab, then click on the grey “Search” button. Click on any database name and then enter your Library barcode when prompted to search for articles.

In the “A-Z Databases” page, in the “database types” drop-down, select Streaming Videos” to see a short list of streaming video databases.



The screenshot shows the BCC Library website's "A-Z Databases" page. The page header includes the Bronx Community College logo and navigation links. Below the header, there are search filters for "All Subjects", "All Database Types", and "All Vendors / Provider". The "All Database Types" dropdown menu is open, showing a list of categories: E-Books (9), E-Journals (40), Newspapers (18), Primary Sources (14), and Streaming videos (12). The "Streaming videos (12)" option is highlighted in blue. Below the dropdown, the page displays "235 Databases found" and a list of database entries under the letter "A", including "AAS Historical Periodicals Collection: Series 1 - 5" and "Academic OneFile". On the right side, there are sections for "Popular Databases" and "New / Trial Databases".

Research Guides (LibGuides) –

For accessing the pre-curated research subject guides, go to the BCC Library website and choose the “Subject guides” tab, then click on the grey “Search” button. Professors can point at these from syllabi and BlackBoard course sites. Please pay special attention to the [COVID-19 LibGuide](#).

Reference Form & E-mail Address -

Submit your question using [this form](#), and do not forget to include a valid email address. You can also write reference@bcc.cuny.edu

TECHNOLOGY

Loaner Equipment -

The Library loaner equipment (laptops and calculators) will be available after our winter inventory is completed. Watch this space for updates.

Library Technology questions -

If you have a question related to Library information technologies, submit your question to this email address LibMedia@bcc.cuny.edu