

LIBRARY CLASSROOM USE POLICY

Policy name: <i>Library Classroom Use Policy</i>	Responsible Owner: <i>Director, Learning Resources</i>	Created: September 2016
Policy number: <i>LR -</i>	Approval Body: <i>Library Management Committee</i>	Last Reviewed/revised: September 2025
Category: Learning Resources	Replaces:	Next review date: September 2026

Purpose:

The purpose of the Library Classroom Use policy is to outline the appropriate uses of the Library Classrooms at the Coquitlam and New Westminster campuses.

Policy Statement:

The Library Classroom is primarily reserved for instruction conducted by Learning Resources faculty. It is also available to support collaborative programming with educational partners. Students may use the Library Classroom for study and research when it is available.

The Library classroom is not on the College wide bookings matrix as it is not available for regularly scheduled classes. Requests from non Learning Resources faculty or employees should go to the Director or Associate Director of Learning Resources.