

### **Services to Faculty**

#### **Reserve Books**

Professors who wish to place books on reserve section may communicate their need to the Patrons Section.

#### **Books for Distance Learning Centers (DLC)**

The library allows faculty to take books and media resources from the library to the DLC in order to support

#### **New Acquisition List**

The library circulates a New Acquisition List to [give](#) faculty an awareness of the titles added to the collection.

#### **Inter-library Loan**

Articles not available in [the collection of the library](#) may be requested through Inter-library loan. Refer to the

#### **Resource Request/Suggestion**

The library gives great value to the contribution of both faculty and students in the development of its collection.

#### **Classes in the Library**

Faculty can make special arrangements to hold classes in the IMRC viewing room and use videos/audio