

Academic Library Services Procedure Manual

300.40

Subject: Instructional Room Use

Title: Instruction Classroom Use Procedure

Operational Procedure - Date Adopted by the EHRA Assembly: November 2008

Date Revised: August 11, 2011; January 9, 2020

Academic Library Services' instruction classrooms are for use by ALS personnel to provide library instruction classes, host trainings, workshops and other presentations, and to support the programming of internal partners including the Office for Faculty Excellence and The Writing Center. ALS is unable to accommodate most reservation requests external to ALS because of the high internal demand for instruction and programming space, especially during the fall and spring semesters.