

Velma K. Waters Library

Responsible Office

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Contact Information for this office:

Dean of the Library: 903.886.5738

Associate Dean of Collections and Discovery: 903.886.5137

Head of Research & Instruction: 903.886.5721

Velma K. Waters Library's mission is to provide an accessible and collaborative environment for research, learning, and innovation. The library provides learning resources, services, and collections to all students, faculty and staff regardless of location.

The [library website](#) serves as the access point for all of the library's electronic resources. Faculty gain access to library resources when the employment process is completed by Human Resources. To access the electronic resources when off-campus, faculty will be asked to enter their Single Sign On (SSO) (lastnamefirstname; password) information.

Velma K. Waters Library on the Commerce campus provides access to print materials, a computer lab, study rooms, and multi-media (cameras, camcorders, projectors etc.) equipment. There are two Knowledge Imaging Centers (KIC) scanners with the ability to email documents or save to a USB drive.

Off-campus faculty have access to all of the library electronic resources and can request print materials from the Commerce location. All faculty can utilize [interlibrary loan](#) (ILL) which will borrow items that Waters Library does not have access to from another library. Off-campus faculty can have print materials from the Commerce location and interlibrary loan items shipped to their homes with return postage included. Faculty can apply for a [TexShare card](#) which allows access to print collections at participating public and academic libraries in Texas, as supplementary resources to the Library collection.

Research assistance is provided to all faculty via email, text, and in-person. Faculty can utilize the ASK-A-Librarian feature to email or text a librarian. Research appointments with a librarian are available in person or virtually. The library provides access to [video tutorials](#), [workshops](#), and [Research Guides](#), which are collections of materials and information curated by a librarian that provide assistance on a topic or library resource.

Additional services include [Course Reserves](#), [Suggest a Purchase](#), [Library Instruction](#), [Digital Commons](#), [Open Educational Resources consultation](#), copyright information and tailored online learning objects. Faculty can request that items be placed on course reserves for their students. Course Reserves are for face-to-face classes in Commerce and allow for a two-hour in-house checkout for students. For online courses, instructors can inquire if the course text is available electronically. Purchases of eBooks for a course are dependent upon the availability of library

funds and the eBook license type. Library Instructions can be requested for any class regardless of modality or location. The instruction can be conducted in person or online and can be customized to fit the needs of the course or assignment. The Library offers Digital Commons as a way of collecting, preserving, and making faculty scholarly and creative works publicly accessible. Faculty can work with a librarian to create [Research Guides](#) or video tutorials about library resources that are tailored to their course or assignment needs.

Resource Information:

- Library Information Desk: 903.886.5718, LibInfo@tamuc.edu
- Library Instruction Request: [Request Form](#), Sarah.Northam@tamuc.edu
- Suggest a Purchase: [Request Form](#), LibAcq@tamuc.edu
- Trouble with an Online Resource: [Reporting Form](#), LibERM@tamuc.edu
- Interlibrary Loan: [Request Form](#), 903.886.5722
- [Open Educational Resources](#): Sarah.Northam@tamuc.edu
- [Online Resources at Waters Library](#)
- [Library Hours](#)