Welcome
The C.H. Cozean Library is here to provide you with information, services and materials. Our friendly, qualified staff will do our best to help you find information and to answer your questions.

Library Hours
- Monday – Thursday: 7:30 a.m. – 7:00 p.m.
- Friday: 7:30 a.m. – 4:00 p.m.
- Interim and summer hours will be posted

Ask for Assistance
Consult with a librarian for help locating information, developing search strategies for papers and speeches, using the Internet for research and learning how to use the library.

Library's Web Page
Whether you're in the library, in one of the college computer labs or working from home, the library's website connects you to valuable resources as you search for information for papers and speeches:
- CARDinals catalog, the library's online catalog, lists materials in our collection
- MOBIUS, the shared online catalog for Missouri academic libraries
- Several electronic magazine, journal and newspaper databases
- Business and other reference databases
- Recommended websites

Search for
Books and DVDs
The library has over 25,000 volumes in its collection which contains a reference section, a special section for popular fiction and non-fiction books as well as DVDs and music CDs.

Use CARDinals catalog, the library's online catalog, to find what you're looking for.

If you don't find what you need in CARDinals catalog, search the MOBIUS catalog to request them from other academic and public libraries in Missouri and other states. Books requested through MOBIUS usually arrive within 2 - 4 days. It's a free service! (Only books and government documents may be requested.)

Articles
The library subscribes to over 60 magazines and scholarly journals. They are located in the periodical section and are in alphabetical order by title.

To find articles on a particular topic, use one of our online databases (i.e., EBSCOHost, JSTOR or SIRS Knowledge Source). These databases will:
- Provide access to full-text (complete) articles from over 5,000 journal and magazine titles.
- Help you find articles in our paper magazine collection and identify other articles on your topic that are not in our collection. (Fill out an interlibrary loan form to request articles from other libraries.)
- The library subscribes to several newspapers; they are shelved near the periodical section.

Resources
Digital Videos
Films On Demand is a streaming video database of thousands of high-quality educational titles in dozens of subject areas from producers such as Films for the Humanities & Sciences, NOVA, BBC, ABC, CBS, MSNBC, The History Channel, Open University, TED Talks and WideAngle. Films can be shown in full length or clips.

E-books
This collection offers unlimited simultaneous user access (Continued on next page.)
You’ll need a current ID card to check out materials.

Loan Periods
- Books ........................................... 4 weeks
- MOBIUS books ................................. 4 weeks
- DVDs ............................................. 1 week
- Music CDs ...................................... 1 week
- Audio CDs ...................................... 1 week
- Magazines ..................................... 1 week
- Reserve items ................................. Varies
- Reference books and newspapers do not circulate.

Renewals
Renewals are usually permitted unless there is a waiting list for an item. You may renew items through CARDinals Catalog, in person or by telephone.

Overdue Policy
Overdue notices will be sent to notify patrons of their overdue materials. Patrons with unpaid bills are blocked from further check out of materials and may not be able to register for classes or receive grades or transcripts. There is a charge of 10 cents per day on items in the library collection excluding reserve materials. There is a maximum overdue fine of $10 per item. If an item is lost, the patron must pay the price of the item plus a $10 processing fee.