



# Allen Memorial Library

## Director for Library Services

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## Library Services

Allen Memorial Library was named after Carlos Eben Allen, the 3rd president of Valley City State University, and opened its doors in 1951. It's located at the heart of the VCSU campus, between McFarland Hall and the Student Center. The Library's eResources are accessible 24 hours a day, 7 days a week; in-person reference services, loan pick up and other physical resources and services are available when the library building is open. Regular semester hours are 7:45 am to 9:00 pm Monday - Thursday, 7:45 am to 4:00 pm Friday and 5:00 pm to 9:00 pm on Sunday; however, hours vary during breaks and holidays. Check the library website (<https://library.vcsu.edu/AMLHome/home/>) for the most current information.

In support of the Valley City State University mission, Allen Memorial Library personnel provide access to resources, in-person and eReference services, distance loans, study spaces, classroom bookings and more. Research assistance, instructional support and student engagement services are available Monday through Friday from 9 am to 4 pm. Feel free to reach out with questions about research and library services via email, online chat, text reference or phone.

The Library's website (<http://library.vcsu.edu/>) provides access to resources including a single search for print and online resources, state and federal government document collections, eBooks, course reserves, and electronic journals. Access to all online resources is authenticated using your NDUS login and password. Distance students are encouraged to call or email if they need assistance in accessing online resources.

Students studying from a distance can obtain any physical resources owned by Allen Memorial Library by completing a Distance Loan Request (<https://onestop.vcsu.edu/support/catalog/items/97/>) form located in OneStop. These students can request resources owned by other libraries through the interlibrary loan process, but in order to reduce wait time and shipping costs, are encouraged to check local library holdings in their own community before submitting a request.

## Library Spaces

The Library fosters a collaborative and innovative learning environment by providing study and social engagement spaces. It houses two classrooms, two flex lounges, four study rooms, a Music & Media Station and a Quiet Zone area. Library users are invited to study in a casual setting on the first and second floor areas of the building where conversation and social interaction is encouraged. Cell phone use is permitted in all areas except the Quiet Zone area on the lower level; however, cell phone users are encouraged to step away from study areas when having extended conversations to respect the needs of others. In general, food and drinks are allowed, within reason, in the library. We ask our users to be considerate of others who may have sensitivity to smell and sound; and to avoid consuming food items that create messes, spills and/or noise.

## Allen Memorial Library houses several special collections including:

- Curriculum Library which supports the University's teacher and library education programs
- North Dakota and North Dakota Documents Collection
- Larry Woiwode Manuscript Collection
- James D. Ployhar Score Collection
- VCSU Archives