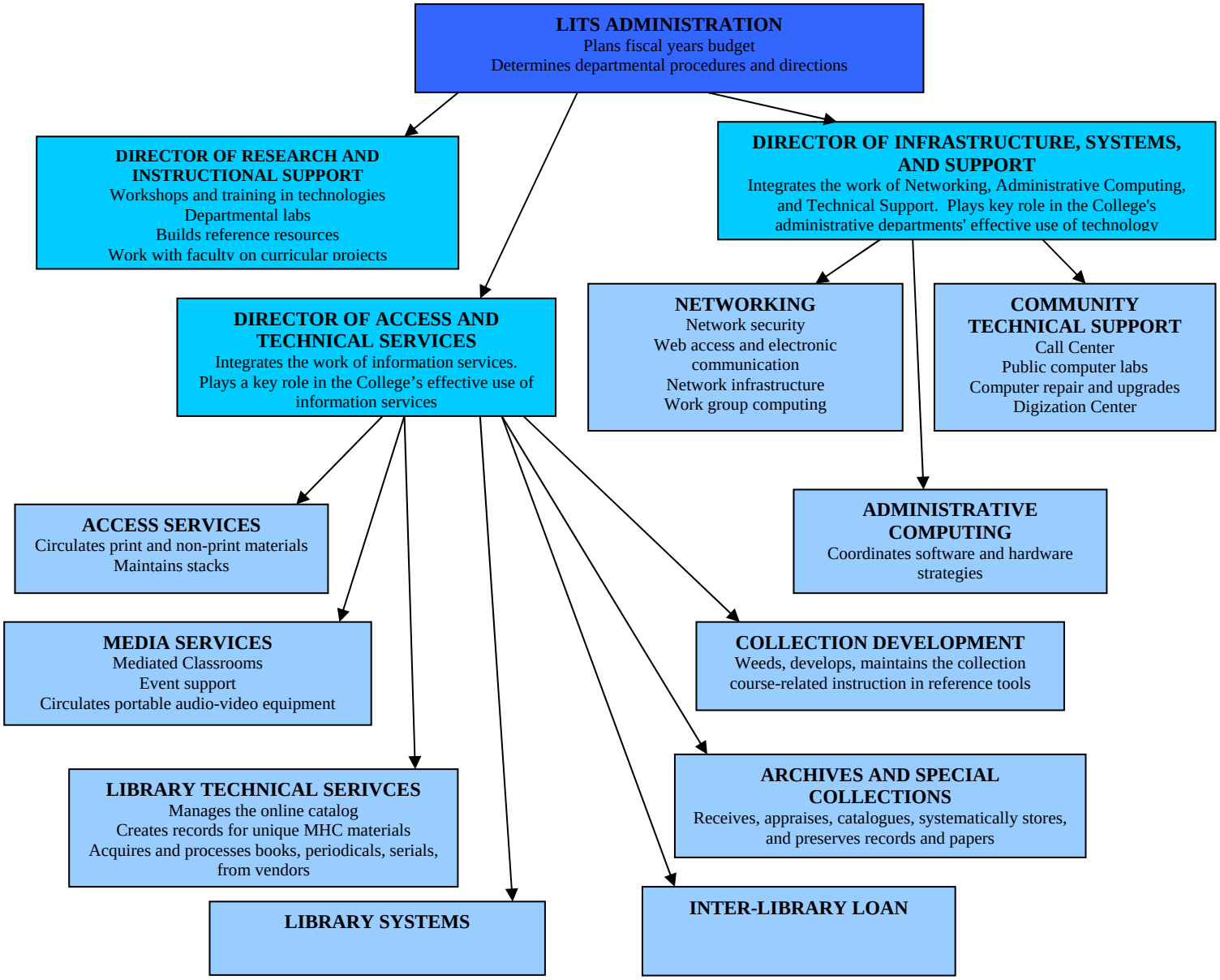
LITS ADMINISTRATION
Plans fiscal years budget
Determines departmental procedures and directions
DIRECTOR OF RESEARCH AND INSTRUCTIONAL SUPPORT
Workshops and training in technologies
Departmental labs
Builds reference resources
Work with faculty on curricular projects
DIRECTOR OF INFRASTRUCTURE, SYSTEMS, AND SUPPORT
Integrates the work of Networking, Administrative Computing, and Technical Support. Plays key role in the College's administrative departments' effective use of technology
NETWORKING
Network security
Web access and electronic communication
Network infrastructure
Work group computing
COMMUNITY TECHNICAL SUPPORT
Call Center
Public computer labs
Computer repair and upgrades
Digization Center
DIRECTOR OF ACCESS AND TECHNICAL SERVICES
Integrates the work of information services.
Plays a key role in the College's effective use of information services
ADMINISTRATIVE COMPUTING
Coordinates software and hardware strategies
ACCESS SERVICES
Circulates print and non-print materials
Maintains stacks
MEDIA SERVICES
Mediated Classrooms
Event support
Circulates portable audio-video equipment
COLLECTION DEVELOPMENT
Weeds, develops, maintains the collection
course-related instruction in reference tools
LIBRARY TECHNICAL SERIVCES
Manages the online catalog
Creates records for unique MHC materials
Acquires and processes books, periodicals, serials, from vendors
ARCHIVES AND SPECIAL COLLECTIONS
Receives, appraises, catalogues, systematically stores, and preserves records and papers
LIBRARY SYSTEMS
INTER-LIBRARY LOAN