

Government Documents Policies

Introduction

California State University, Long Beach is a diverse, student-centered, globally engaged public university committed to providing highly-valued undergraduate and graduate educational opportunities through superior teaching, research, creative activity and service for the people of California and the world.¹

Collection Development Policy

California State University Long Beach is a selective depository in the Federal Depository Library Program. Federal documents can be accessed through [OneSearch](#), the University's Library online catalog. The item selection list is reviewed annually to ensure that it meets the needs of the University Library users. The Government Documents Librarian seeks the help of the other subject librarians to add or subtract from the item selection list. In addition, the University Library subscribes to the Marcive service Documents Without Shelves. This service provides access to all electronic federal documents. The documents collection at the CSULB University Library contain print, microform, CD-ROM, DVD, and electronic formats. As a bonus, our Library has access to the vast collection of documents available at the California State Library in Sacramento.

Internet Use Policy Guidelines

The University Library at the California State University, Long Beach will provide access to electronic federal government information. Access to both print and electronic depository titles will be free to any library user with no fees, age restrictions, or residency requirements. An ID is required to use the computers in the University Library's Spidell Technology Center. See below for our guest use and computer policies. Printing is available from lab computers to networked printing stations in the Spidell Technology Center. Print jobs sent to these stations will remain in the queue and be available for printing for four hours. All printouts must be paid for by adding funds through a Courtesy Card (available for purchase by guests). Funds can be added using value transfer stations (VTS) located near the Spidell Technology Center.

Guest Use Policies - Computing Guest Passes

A limited number of computers in the Spidell Technology Center will be available for public, or "guest", use. A guest user is any person not currently enrolled at, employed by, or awarded emeritus status at CSULB. Guest users will be required to register at the Circulation Desk, 1st Floor, for each day they wish to use a computer. A photo I.D. will be required to register. A Computing Guest Pass will be issued to guest users at the Circulation Desk after registration has been completed. A Computing Guest Pass will allow the guest user access to an available computer when using the Sign-Up computer reservation system in the Spidell Technology Center.

Computing Guest Passes will be issued to registered guest users for same day use only and will expire at 12:00 Midnight each day. Guest users will have a computer use time of 90 consecutive minutes.

¹ California State University, Long Beach. Office of the Provost. Mission, Vision, and Values.
<http://www.csulb.edu/office-of-the-provost/mission-vision-and-values>

Guest computers will have access to an internet browser and temporary workspace on the computer. Due to licensing restrictions, no CSULB licensed software (such as MS Office™) will be available on guest computers.

Computer Use Policies

Users of the Library and Academic Technology computing resources agree to abide by all applicable laws, computing policies, and procedures. [Acceptable Use of CSULB Electronic Communications Systems and Services](#) outlines the computing and communications policies of the university. All electronic access facilitated by University Library is subject to the [Acceptable Use of CSULB Electronic Communications Systems and Services](#) policy. CSULB accepts no responsibility for damage or loss of data arising directly or indirectly from the use of these facilities or for consequential loss or damage.

Public Service Guidelines for Government Information in Electronic Formats

The University Library at California State University, Long Beach offers the public no-fee access to all electronically available government documents. [OneSearch](#), the University Library's on-line catalog can be used to access all the titles available in the University Library. In addition to the guest use computers in the Spidell Technology Center there are OneSearch only stations throughout the building that are accessible to all patrons of the Library.

The Reference Desk located on the 1st floor of the University Library adjacent to the Spidell Technology Center is accessible to all library users.