

Carl B. Ylvisaker Library Book Displays and Exhibits Policy

Approved by Library Team on 4.22.26

Policy Statement

The Carl B. Ylvisaker Library presents book displays and exhibits to invite students, faculty, staff, and campus visitors to discover library collections and services; to thoughtfully provide educational resources on intellectual topics that are relevant to the variety of campus interests; and support the library's mission statement of empowering lifelong learners.

Book displays and exhibits are managed by the Library Outreach Committee, which is co-chaired by the Library Operations and Outreach Coordinator and a librarian. Book displays and exhibits do not reflect the library's perspective nor the college as a whole. Other campus departments, offices, student organizations, and other college-affiliated individuals are encouraged to connect with the Library Operations and Outreach Coordinator to collaborate on book display(s) and exhibit(s). The library is not responsible for the safety and welfare of non-library materials. Collaborators are expected to assist the Library Outreach Committee with selecting library materials, such as recommending book lists, and physically arranging the book display unless an exception has been established by the Library Operations and Outreach Coordinator.

Book displays and exhibits are expected to be thematic and educational, and book displays specifically are to feature Carl B. Ylvisaker library materials, services, and resources. Flyers, handouts, and descriptions detailing the purpose and intentions of the book display and/or exhibit are permitted if the Library Operations and Outreach Coordinator grants permission.

In general, the Carl B. Ylvisaker Library adheres to the [American Library Association's Library Bill of Rights](#). This means the library...

- Ensures that book displays and exhibits are made equitable
- Will not purchase books and/or other library resources solely for the purpose of being part of book displays and/or exhibits

While the library will not censor content in book displays and exhibits, objection(s) to said content may be submitted via email to the [Library Director](#) and [Library Operations and Outreach Coordinator](#). However, the library reserves the right to refuse any book displays

and exhibits that violate [campus policies and the student code of conduct](#) here at Concordia College.

Definition

1. An exhibit is defined here as an exhibition such as posters, panels, and artwork hosted in the library building. These take extensive preliminary research to curate, need logistical support on when and where the exhibit is hosted in library space(s), and require final approval from the Library Operations and Outreach Coordinator and the Library Director.
2. A book display is a collection of Carl B. Ylvisaker library materials (both digital and physical) that are highlighted for educational or cocurricular purposes within the library building. They often only require minimal preliminary research to be curated. Book displays are managed by the Library Operations and Outreach Coordinator and the Library Outreach Committee.

Book Display Locations

There are specific spaces designated in the Carl B. Library for book displays.

Fishbowl Book Display

The Fishbowl Book Display is a large and wide 3-tiered bookshelf with 3 different columns. This display is located on the **west-facing** glass wall outside of the Fishbowl. It is suitable for larger scope displays that require additional decoration and signage. On average, this book display can accommodate 30-45 books depending on shelving preferences.

Reading Room Book Display

The Reading Room Book Display is a small 3-tiered bookshelf located on the **north** end of the Reading Room (1st floor of the library). It is suitable for smaller scope displays; it is not suitable for displays that require additional decorations. On average, this book display space can accommodate 10-25 books depending on shelving preferences.

Other Display Locations (Not Available for Reservation)

Library personnel reserve the right to display books and/or other library materials on short shelving throughout the building. These spaces are not available for formal book displays but rather serve to highlight the collections housed on nearby shelves.