

HORRY-GEORGETOWN TECHNICAL COLLEGE

PROCEDURE

Number: 8.7.1.2
Related Policy: 8.7.1
Title: Preservation of Library Collections
Responsibility: Director of Library Services

Original Approval Date: 02-25-1998
Last Cabinet Review: 08-27-2025
Last Revision: 08-27-2025

President

Volumes will be examined as needed or yearly as part of the preservation process. Damaged or worn volumes will be checked for use and necessity to the collection. If a damaged or worn volume is still in print, a new copy will be ordered from the publisher or jobber. In some cases, print books will be replaced by e-book versions when available.