

FINAL

March 22, 2000

**Utah Academic Library Consortium
Resource Sharing Committee**

**Reciprocal Borrowing Agreement
March 2000**

Purpose:

The UALC Reciprocal Borrowing Agreement supports the mission of the Utah Academic Library Consortium (UALC) to “foster research, and develop and implement cooperative library programs.” It is intended to maximize library resources on behalf of the faculty, staff and students of the member academic libraries (see Appendix A: for list of member libraries).

Member UALC libraries agree to extend on-site circulation privileges to the current faculty, emeriti faculty, staff and students of fellow UALC member institutions as provided in this agreement.

Responsibilities of the UALC Member Library:

Each participating library will determine specific circulation policies and procedures governing UALC Reciprocal Borrowing patron privileges. Each participating library agrees to inform the UALC Reciprocal Borrowing patron of local policies and procedures. Students, staff, emeriti, and faculty of participating UALC institutions who present either: 1) valid campus identification; OR 2) legal photo identification and proof of current registration, are authorized to checkout library materials at another UALC member institution’s library. Each library agrees to return items borrowed by its patrons from other UALC member institutions via its home Interlibrary Loan office.

UALC Lending Library:

The lending library agrees to:

1. Inform the patron of local policies and procedures.
2. Create and maintain a patron record.
3. Checkout materials based on local circulation policies.
4. Honor the date the patron returns materials at his or her home library for purposes of calculating overdue fees, etc.
5. Bill patron for lost materials within 60 days of due date. The home institution will be billed for lost materials 90 days after the due date.
6. Provide annual statistics based on the fiscal year to the UALC Resource Sharing Committee Chairperson. The report should include a count of UALC patrons, by home institution, total number of items circulated by home institution, total number and cost of lost and/or not returned items billed by lending institution.

The lending library reserves the right to refuse service to UALC patrons who misrepresent their status with a UALC institution, who accrue fines or fees, or have unpaid bills for lost or not returned items at the lending library.

UALC Home Library:

The UALC Reciprocal Borrowing patron's home library agrees to:

1. Collect fines and fees from home patrons when the lending library is unable to collect.
2. Provide prompt reimbursement to the owning library for replacement of lost or nonreturned items if home patron has not responded to the lending library's notices within 90 days of the due date.
3. Provide received dates and absorb any shipping costs for items returned to the patron's home Interlibrary Loan Office.
4. Accept responsibility for all users who register with another library using campus identification. Since UALC Libraries no longer validate ID cards on an annual basis, it may be possible that former students will use old ID cards in order to receive reciprocal borrowing privileges.

Eligible Borrowers:

Eligible UALC Reciprocal Borrowing patrons agree to:

1. At the time of checkout provide either:
 - A. current, valid campus ID card, OR
 - B. legal photo identification and proof of current registrationAcceptable legal photo identification includes: Drivers Licence, State ID, Military ID and/or valid passport. Proof of current registration may include tuition payment receipt, current class registration schedule, or a canceled check for registration.
2. Comply with the lending library's circulation policies
3. Notify lending library of address changes
4. Pay any late fees and/or replacement costs and fees assessed by the lending library.
5. Return items directly to the lending library when possible or return items to their home library's Interlibrary Loan Office.

UALC Resource Sharing Committee's Responsibilities:

The UALC Resource sharing committee agrees to:

1. Maintain an updated list of member libraries.
2. Link to UALC Reciprocal Borrowing web site for accurate information regarding hours of service, and service desk telephone numbers at member libraries.
3. Collect annual statistical reports regarding the scope of UALC Reciprocal Borrowing activities.
4. The Committee will review and adjust this agreement as necessary.

I verify that I am a full member of UALC and agree to abide by the obligations stipulated above.

Name

Position Title

Signature

Institution Name

Appendix A:

Membership of the UALC Reciprocal Borrowing Agreement:

This Consortium is composed of the following full member academic libraries and their branch library locations:

Utah Members:

- Brigham Young University, Harold B. Lee Library, Provo, Utah
 - Ricks College, Rexburg, ID
 - LDS Business College, Salt Lake City, UT
- Brigham Young University, Howard W. Hunter Law Library Library, Provo, UT
- College of Eastern Utah, Learning Resource Center, Price, UT
- Dixie College, Val A. Browning Library, St. George UT
- Salt Lake Community College Libraries, Salt Lake City, Utah
- Snow College Libraries, Lucy A. Phillips Library, Ephraim, Utah
- Southern Utah University, Gerald R. Sherratt Library, Cedar City, Utah
- University of Utah , J. Willard Marriott Library, Salt Lake City, Utah
- University of Utah, Spencer S. Eccles Health Sciences Library, Salt Lake City, Utah
- University of Utah, S. J. Quinney Law Library, Salt Lake City, Utah
- Utah State Library Division, Salt Lake City, Utah.
- Utah State University Libraries, Logan, Utah
- Utah Valley State College Library, Orem, Utah
- Weber State University, Stewart Library, Ogden, Utah
- Westminster College of Salt Lake City, Giovale Library, Salt Lake City, Utah

Nevada Members:

- Community College of Southern Nevada
- Great Basin College
- Sierra Nevada College
- Truckee Meadows Community College
- University of Nevada Las Vegas
- University of Nevada Las Vegas, Law Library
- University of Nevada Reno
- University of Nevada Reno, Savitt Medical Library
- Western Nevada Community College