

Regarding Fines for Faculty and Staff Failing to Respond to Recall Requests for Library Items

Policy Memorandum No. 176

Approved by the Commission on Graduate Studies and Policies: April 16, 1997

Approved by University Council: May 5, 1997

Approved by the President: May 5, 1997

Effective: Immediately

The University Council, on recommendation of the Commission on Graduate Studies and Policies, unanimously approved a resolution concerning fines for faculty and staff failing to respond to recall requests for library items.

Following is the text of the resolution as adopted by University Council.

WHEREAS, except for videotapes, faculty and staff are not fined for late returns of library materials, and

WHEREAS, the University Library Committee discussed during its 96/97 meetings the issue of fining faculty and staff for late returns of library materials in order to make more materials accessible to the common community, and

WHEREAS, the University Library Committee having considered the issue and received input from members of the faculty and staff community, has recommended to the Library that faculty and staff not be fined for overdue returns of general library materials, but instead, that faculty and staff be fined, in a manner the same as that which is applicable to the remainder of the borrowing community, for instances of failing to respond to recall requests initiated by other members of the university community, and

WHEREAS, issues of Library fines for faculty and staff are considered to be beyond normal operational practices and procedures, and significant enough to merit discussion and vote in the Council,

NOW, THEREFORE, BE IT RESOLVED, that the following recommendations be adopted by Council.

- That the Library fine all borrowers who fail to respond to a recall request for the return of materials needed by another member of the university.
- That the amount of the fine be the same for all borrowers who are overdue with items requested for recall.
- That the practice of fining faculty and staff for failure to return items requested for recall begin with the fall term of 97/98.
- That, in the event that creating a special tracking mechanism for fining faculty and staff for failure to respond to recall requests can only be included in the circulation procedures with such difficulty that the process creates costs greater than the benefit achieved by fining, the Library shall so report that information to the Council in the first Council meeting of 97/98.

/bjl

President's Policy Memorandum

URL: <http://purl.vt.edu/vtdocs/policies/ppm176>