California State University **Dominguez Hills**

University Library * Carson, CA 90747 * (310) 243-3700

Agreement for Mutual Lending Privileges of Library Materials California State University, Dominguez Hills and Compton Community College

October 20, 2003

- 1. Eligible borrowers at each institution will have reciprocal borrowing privileges at the partner institution effective November 1, 2003. "Eligible borrowers" is defined as currently enrolled/employed students, faculty, staff, and administrators, including part-time and summer/winter session enrollees/employees.
- 2. "Reciprocal" means that both libraries will provide direct loan service to eligible borrowers from the other institution for available materials upon presentation of proper identification.
- 3. "Reciprocal" means also that the borrower is subject to the policies and regulations established by the lending library, including those policies which govern access to library materials, loan periods, renewals, recalls, and late/lost obligations. Each category of borrower at the home institution will receive the equivalent loan privileges at the partner institution, i.e. the same loan period, renewal option, etc. as is provided by the partner institution to its native borrowers in the same category.
- 4. The borrower is expected to protect materials and to return them directly to the lending library by the due date.
- 5. Each library will intercede on behalf of the other library upon request to retrieve materials if they are not returned properly, including the loss of library privileges, "holds" on records and/or registration, and transcript "blocks."
- 6. Replacement cost for lost or damaged library materials will be determined by the lending institution in accordance with current policies.
- 7. Borrowing privileges can be withdrawn for any user, given evidence of abuse.
- 8. This agreement does not extend to the use of electronic information databases, especially remote access to these databases, where licenses may restrict use to the immediate local campus community.
- 9. Each library will prepare an "information guide" to assist its native borrowers to use the partner library, including information on registration procedures, campus and library location, parking, loan periods, fines and fees, etc.

10. This agreement will continue until suspended by either party; provisions will be reviewed and modified as appropriate.

Sandra M. Parham

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CSU, Dominguez Hills

Shirley Edwards

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