Date: February 14, 1975
From: Office of the Vice Chancellor for Academic Programs
Subject: Policy on Interlibrary Loan Charges

Some campuses of State University have been charging other campuses to cover mailing and photocopying expenses for interlibrary loans. It does not seem appropriate that the University should charge itself for the use of its own materials. Neither does it seem appropriate to charge faculty members and students for such basic library services. Consequently, the following policy shall be observed:

No charge will be made for interlibrary loans, either for lending original volumes or for furnishing photocopies of portions of books or serials, between State University campuses.

An individual interlibrary loan request which appears to be unreasonable should be reviewed by that campus's Library Committee to determine what limitations, if any, should be imposed.

The proposed policy does not affect direct borrowing through the "Open Access" policy, which has its own guidelines.

Bruce Dearing

cc: Chancellor Boyer

This memorandum addressed to:
Presidents, State-operated Campuses

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Chancellor Kibbee
Dean McGrath
President Rose
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