UNIVERSITY POLICY LI-01.O1- 9/01

TO: University of West Florida Community

FROM: Dr. Morris L. Marx, President

SUBJECT: Library Use Policy

Policy/Purpose: To articulate UWF policy concerning the use of the University of West Florida Libraries

The University of West Florida Libraries are open to all persons. Within the physical confines of the Libraries, anyone may use materials owned by UWF. For all persons who come to the library, library staff provide assistance in identifying and using appropriate databases to meet their information needs. At times when staff resources are limited, priority is given to UWF clientele, as is stated in the Mission Statement of the University of West Florida Libraries,

“the Libraries’ highest priorities are to promote the active involvement of UWF students in the learning process and to support research and creative activities of the University community. A secondary priority of the Libraries is to participate in sharing resources with local, regional, national, and global communities.”

The University of West Florida is an Affirmative Action/Equal Opportunity Institution, and the UWF Libraries offer reasonable accommodation for persons with disabilities, as prescribed by the Americans with Disabilities Act.

All library clients are subject to the rules and regulations of the UWF Libraries, including, but not limited to those related to Circulation, Interlibrary Loan, Use of Library Computers, and Use of Library Databases. Library rules and regulations outline charges for overdue, lost, or damaged library materials, interlibrary loan charges, and literature search fees. Authority for such charges comes from the FLA Admin Code 6C7. 003.

Approved: Dr. Morris L. Marx

DATE: 9/10/01

6/11/02