

Working Group

CIRCULATION POLICY

Charge and membership

Approved by Advisory Council, September 25, 2019

Charge

One of the top three priorities in the 2019-2021 TRLN Program Plan is “Develop a robust, complementary, accessible, and efficiently managed print collection that takes advantage of members’ geographic proximity, serves diverse user communities, and highlights our unique collections.” In order to realize this vision, we need to address the inconsistent circulation and lending policies between interlibrary lending and direct borrowing of local materials. The current situation can make it difficult for both staff and patrons to understand what services are available to them and how to best take advantage of our physical resources.

The Circulation Working Group will review institutional and collective circulation policies and practice, documenting the current circulation matrix and identifying any significant discrepancies across institutions and libraries that prevent a uniform experience. For example, the group should document various loan periods that users might encounter, depending on whether they borrow from their home institution, via TRLN Direct, or by going in person to another member institution. The [Cooperative Lending Agreement](#) of the University Library Advisory Council (ULAC) (University of North Carolina System) may be a useful resource.

Responsibilities/deliverables/timeline

By the end of April 2020, the Working Group will submit a report to the Advisory Council. The report should include information about policies that vary by format, user type, and by borrowing method, across institutions and libraries. In addition to documenting the current situation, the working group will offer recommendations for improving it. Possible improvements include synchronizing existing policies, allowing local circulation policies to apply when borrowing materials that belong to another institution (looking to ReCap as a model), developing a separate policy for “TRLN borrowing” that might not necessarily require that any institution or library adjust its own policies. Once the report has been reviewed by the Advisory Council and Executive Committee, the working group may be asked to draft a memorandum of understanding on circulation and loan policies.

Members

1. Jonathan Beeker - NCCU Law Library
2. Amy Brennan - Duke, Ford Library
3. Rachel Gordon - Duke, Law Library
4. Glenn Hayslett - UNC, University Libraries
5. Andrea Loigman - Duke, Perkins, Chair
6. Joe Mitchem, UNC, University Libraries

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7. Vickie Spencer - NCCU, Shepherd
8. Ashley Morrison - NCSU
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