

Library Service Reciprocal Agreement
Alabama A&M University
And
J.F. Drake State Technical College

This Library Services Reciprocal Agreement provides students, faculty and staff access to library resources through reciprocal borrowing rights. The Agreement does not diminish the responsibility of each institution to develop library collections in support of its own programs, students and faculty.

Conditions

The J.F. Drake LRC of Alabama A&M University agrees to follow reciprocal conditions:

1. Accept current university identification from faculty, staff and students of J.F. Drake State Technical College and provide on-campus access to library collections and databases.
2. Extend borrowing privileges for a maximum of five (5) items at any one time in conformance with J.F. Drake LRC circulation policy to students, faculty and staff of J.F. Drake State Technical College. The registrants themselves are responsible for overdue fines, damage and replacement costs. User privileges may be suspended for delinquent fees after notification.
3. Provide basic library services such as reference assistance to students, faculty and staff of J.F. Drake State Technical College. Interlibrary loan requests for J.F. Drake State Technical College users should be coordinated through the S.C. ONeal Sr. Library and Technology Center of J.F. Drake State Technical College.
4. Notify by mail the S.C. ONeal Sr. Library and Technology Center of J.F. Drake State Technical College when routine procedures for obtaining overdue or lost materials checked out by J.F. Drake State Technical College students, faculty and staff have failed. The J.F. Drake LRC will provide the S.C. ONeal Sr. Library and Technology Center of J.F. Drake State Technical College with the name and address of each J.F. Drake State Technical College patron and include 1) library materials billed or lost, 2) replacement costs with any processing fees, 3) dates materials were checked out and were due back and 4) the J.F. Drake State student ID number of the borrower.

5. Follow normal library procedures for the retrieval of overdue or lost materials borrowed by Alabama A&M University students, faculty or staff and owned by the S.C. O'Neal Sr. Library and Technology Center of J.F. Drake State Technical College, when notified by the S.C. O'Neal Sr. Library and Technology Center in writing.

The S.C. O'Neal Sr. Library and Technology Center of J.F. Drake State Technical College agrees to:

1. Accept current college identification from faculty, staff and students of Alabama A&M University and provide on-campus access to library collections and databases.
2. Extend borrowing privileges for a maximum of five (5) items to students, faculty and staff of J.F. Drake State Technical College. The registrants themselves are responsible for overdue fines, damage and replacement costs. User privileges may be suspended for delinquent fees after notification.
3. Provide basic library services such as reference assistance to students, faculty and staff of J.F. Drake State Technical College. Interlibrary loan requests for J.F. Drake State Technical College users should be coordinated through the S.C. O'Neal Sr. Library and Technology Center of J.F. Drake State Technical College
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5. Follow normal library procedures for the retrieval of overdue or lost materials borrowed by Alabama A&M University students, faculty or staff and owned by the S.C. O'Neal Sr. Library and Technology Center of J.F. Drake State Technical College, when notified by the S.C. O'Neal Sr. Library and Technology Center in writing.

Review of Agreement

This Agreement will take effect on the date it is signed by all parties. Thereafter, the Agreement and/or its conditions are subject to revision as agreed upon in writing by both parties. Should an institution wish to withdraw from the Agreement, written notice must be provided to the other institution no less than two months before the desired date to dissolve the Agreement.

SIGNATURES

<u>Institution</u>	<u>Library Director</u>	<u>Chief Academic Officer</u>
J.F. Drake State Technical College	<u>Carla R. Clift</u> 12/1/11 Carla R. Clift (date)	<u>Patricia G. Sims</u> 12/1/11 Patricia G. Sims, Ed.D. (date)
Alabama A&M University	<u>Gary Bush</u> 4/5/12 Gary Bush (date)	<u>Daniel K. Wims</u> 1/3/12 Daniel K. Wims, Ph.D. (date)
		<u>Vann R. Newkirk</u> 12-19-11 Vann R. Newkirk, Ph.D. (date)

December 2011