



ECL Library

REGULATIONS

Library Card:

- Students must be currently registered for classes and have a current ECL Library card.
- If a patron has a current ECL Library card but does not have it in person, a courtesy checkout will be allowed if the patron is listed in the system and has a valid photo ID.

Damaged Items Returned by Patron: Cost of items(s) returned and declared damaged will be billed to patrons who are responsible for the price of the items(s) and a \$10.00 processing fee. A copy in good condition of the same item may be accepted; patrons are still responsible for the \$10 processing fee. The Library will accept cash from the students to pay fines in order to clear their record.

Faculty and Staff: Check outs, Fines and Lost Items

Checkout:

The following rules are dictated by the limited character of the library print collection.

- Faculty must have a current library card to check out library materials.
- Neither faculty member, nor staff may receive extended circulation dates.
- Only faculty teaching in the current semester may borrow circulating books or other library materials.
- Faculty will be notified via e-mail of overdue items.

Privacy and Confidentiality

The library will not reveal **any** information at **any time** to **anyone** if it violates either confidentiality or privacy: not to a teacher, not to a Dean, not to an enforcement agency. The name of a student who has a book out will not be given.

The total fines owed by another student, even if they are the parent or spouse, will not be revealed. The last time a library card was used will not be told.

The library still requires a subpoena before releasing information. Patrons have the right to read, examine, and research any topic or idea without fear that their actions are being monitored, scrutinized, discussed or reported.

- The only exception is the viewing of pornography.

Copyright

Elyon College Library complies with all of the provisions of the U.S. Copyright Law (17 U.S.C.) and its amendments. The library supports the Fair Use section of the Copyright Law (17 U.S.C. 107) which permits and protects citizens' rights to reproduce and make other uses of copyrighted works for the purposes of teaching, scholarship, and research.

Intellectual Freedom

ECL Library supports the American Library Association's Bill of Rights, Intellectual Freedom Principles for Academic Libraries, Freedom to Read Statement and Access to Electronic Information, Services, and Networks: an Interpretation of the LIBRARY BILL OF RIGHTS. The library collects and keeps the materials that represent different opinions on the secular controversial issues. The library does not add or withdraw, at the request of any individual or group, material which has been chosen or excluded on the basis of stated selection criteria.