

**Policy on Access to University of California Library Collections by External Users**

**I. Background.** In providing services to citizens of California who are not affiliated with the University, the UC libraries are guided by specific State laws and University policies. The Donahoe Act of 1960 states that:

The university may make reasonable provision for the use of its library and research facilities by qualified members of the faculties of other institutions of public higher education in this State.

Current University policy states that:<sup>1</sup>

The mission of the University library system is to facilitate scholarship, research, and developments based on the utilization of knowledge. The library system is an integral part of the educational process. It is essential to the quality of the intellectual and cultural life of the University in particular and to the citizens of the State in general.

- A. The primary function of the University library system is to provide support for the University's approved programs of teaching and research and to serve the needs of students, faculty, and other University staff engaged in these programs.
- B. A secondary function of the University library system is to furnish interinstitutional support for academic programs in other institutions of higher learning in California, both public and private.
- C. A further function of the University library system is to serve as a resource for other users throughout the State, region, and nation, subject to such limitations as may be necessary to insure that its primary function can be discharged effectively.

All faculty, currently-enrolled students, and employees of the University, including retired employees and emeriti, have the privilege of using and borrowing materials from the University's libraries without fee. UC Extension faculty and students are not necessarily extended library privileges. Each UC campus library may negotiate a separate agreement with its Extension division which defines the conditions under which the collection can be used.

**II. Access to UC Library Collections by External Users.** External users may gain access to UC library collections in two ways. First, they may obtain UC library materials by requesting them through the California academic, public, school, or special libraries that they normally use. UC libraries, serving as "libraries of last resort," accept Interlibrary Lending requests to supply needed materials that are not held by other California libraries. Each UC library also works with

other libraries in its region and throughout the State to establish cooperative agreements for the sharing of collections and services. The University actively participates with other library organizations in the State in order to improve and extend resource sharing arrangements for all types of libraries in California.

In addition to requesting materials through their local libraries, the general public, in most cases, may use the collections of the UC libraries within the library building. The public also may register as external users for the privilege of borrowing UC library materials for use outside the library. This privilege is governed by the provisions in the following sections.

**III. Library Borrowing Privileges for External Users.** All external users will be charged the user fee for borrowing privileges as noted in Section IV below. Exceptions are:

1. Faculty and librarians from accredited institutions of higher education in California;
2. Current members of any UC alumni association;
3. Individuals covered by reciprocal or special agreements with institutions and agencies, including University support groups and other affiliated organizations;
4. Immediate family over age 18 of UC faculty and staff; and
5. Certificated employees of California public schools.

**IV. Fees.** Following are fees for external users:

1. Registered students of the California State University or California Community College systems: \$25 for six months; \$50 for 12 months;
2. All others: \$100 for 12 months.

---

<sup>1</sup> Report of the Library Policy Task Force: University of California Library Policy to 1980-81, April 1974.