



# NEW AND IMPROVED LIBRARIES' CIRCULATION POLICIES

Effective August 16, 2011

## LOAN PERIODS

For more information read the FAQs  
at your unit library's Circulation desk.

### UM STUDENTS, FACULTY AND STAFF

#### Books

**NEW**

End of term loan.

Due dates: August 15, December 15, April 15

Renewable online up to 3 times! *(Subject to recall)*

#### Journals

**NEW**

1 week loan / renewable online up to 3 times. *(Subject to recall)*

*(Most current issues remain non-circulating; some restrictions apply in some unit libraries.)*

#### DVDs/Videos

**NEW**

14 day loans/renewable up to 3 times. *(Subject to recall)*

### OTHER PATRONS

#### Books

**NEW**

30 day loans / renewable up to 3 times. *(Subject to recall)*

#### Journals and DVDs/Videos

See above.

### OTHER MATERIALS

Consult the circulation staff in your unit library.

## FINES

**ELIMINATED**

Fines on overdue books from the general, circulating collections have been eliminated.

Fines will continue to be charged for overdue **RESERVE** items.

50¢/hour on hourly loans (e.g. items charged out for 2 hours).

**REDUCED**

\$3/day on daily loans (e.g. items charged out for 1 day) *(Formerly \$5/day/item)*.

**INCREASED**

Fines will continue to be charged for overdue **RECALLED** items.

\$3/day per item *(No grace period) (Formerly 50¢ - \$1/day/item)*.

## BORROWING PRIVILEGES BLOCKED

**NEW**

Privileges will no longer be blocked with 10 overdue items unless they have been recalled.

**NO CHANGE**

Privileges will be blocked immediately once a recalled item becomes overdue.

**CHANGED**

Privileges will be blocked when fines/fees reach \$20 *(Formerly blocked at \$10)*.

**NEW**

Bills for replacement costs will be sent sooner if items are not properly renewed or returned, and borrowing privileges will be blocked.

**NO CHANGE**

Outstanding accounts may be referred to a collection agency.