

Circulation

Academic Affairs – Library

CWU Policy 503-02

Effective: April 21, 2025

Policy Review Date: YEAR

Policy Executive: Provost and Executive Vice President of Academic Affairs

Responsible Office/Unit: Dean of Libraries

Policy Statement:

Applicability:

Content:

Policy

- (1) Loan periods and schedule of charges are determined with the goals of equitable access and resource stewardship and are not meant to be punitive. Users are responsible for all materials checked out on their library account. Circulation policies will be maintained on the libraries website (<https://www.lib.cwu.edu/use-the-libraries/borrow-and-request.php>). Circulation policies will be set by the Dean of the Libraries, in consultation with CWU Libraries employees, the library advisory council, and other interested parties as necessary. CWU Libraries is committed to providing high quality, contemporary library services, and to serving as a resource for the community.

History:

Responsibility: Library Dean; Authority: Provost/VP for Academic and Student Life; Reviewed/Endorsed by Provost's Council; 09-11-2013: Cabinet/UPAC;

Review/Effective Date: 02-05-2014; 4/21/2025; Approved by: A. James Wohlpart, President

Reformatted and Assigned new Policy Number - Previous Policy CWUP 5-120-030, June 2025