

**Revised February 23, 2017**  
**COOPERATING RALEIGH COLLEGES**

**CRC Library Agreement**

The CRC Library Agreement was formalized for the first time in 1972, and it has been under continuous review with the objective of keeping it up-to date. It was revised in 1977, in 1979-80, and again in 1993, and reaffirmed each year, 1982-2006. The present Agreement, as amended and approved, in 1993, and reaffirmed annually, is quoted below:

"The colleges and universities listed at the end of this Agreement are full participating members in the Cooperating Raleigh Colleges (CRC) cooperative lending program described herein. The Director of the library system or Librarian concerned acknowledges the terms of this Agreement by signing his/her name hereto."

"Faculty members, administrative officers, professional members of the library staff employed by member libraries and college students currently enrolled at the parent colleges and universities of participating libraries may obtain building use and home use borrowing privileges from the other participating libraries."

**"Faculty Members, Administrators, Library Staff.** To obtain loan privileges with cooperating libraries, faculty members, administrative officers, and professional members of the library staffs must register for CRC Library Privilege Cards with the libraries of their own institutions by completing standard registration cards. It is the obligation of the registering library to maintain a file of registration cards for those persons issued CRC Library Privilege Cards so as to make possible enforcement of loan regulations. Privilege Cards issued to faculty members, administrative officials and professional library staff members will be dated to expire no later than at the end of the academic year. Along with the Privilege Card, these borrowers are required to present their home-institution identification card to the lending library at the time of each transaction."

**"Students.** Direct loans will be made to students from cooperating colleges upon the approval by a designated librarian of the student's home college. Students are not to request materials from another library unless they are not available in the student's college library. Students should obtain a 'direct library loan request' form from their home libraries, and they are required to present their home-institution identification card for borrowing, along with that form. The loan request form will authorize the student to borrow specific titles or books from a subject field. No more than five books may be on loan to an individual student at one time. The lending library will forward to the student's home library a record of the books borrowed by each student."

**"General Regulations.** The lending library will extend a loan period of at least two weeks to all CRC borrowers. This regular loan period applies to all CRC borrowers, i.e., students, faculty, administrative officers, and professional library staff members. There are no faculty privileges (extended loans, exemption from overdue fines, etc.) at any other than the borrower's home library. All CRC borrowers are responsible for payment of overdue fines and damaged/lost materials charges. All loan policies and charges assessed the CRC borrower for overdue fines, lost books, or damaged materials will be based on the policies of the lending library."

"The lending library reserves the right to restrict the circulation of high-demand items. The lending library also reserves the right to refuse borrowing and building use privileges to any individual who violates the regulations of that library. Any library should deny the CRC Library Privileges to any prospective borrower with a delinquent record in his home library."

"The librarian or a designated representative of each CRC Library will follow up overdue books and be responsible for unpaid charges of students on his or her campus. The enforcement procedures used by the borrower's institution to collect unpaid charges will, if necessary, be applied to the borrowers as if the delinquent account had been accrued at the institution's own library. Should the parent library be unable to secure unpaid charges for lost and damaged books from the borrowers of material from CRC libraries, the borrower's parent institution shall be responsible for such charges, payment being made to the lending library within 9 months of the due date of the material."

"During final examination periods and overnight hours, a CRC Library may restrict building use to its institutional community. If such a restriction is imposed, that CRC Library will make accommodations to fulfill approved CRC lending requests."

As the agreement indicates, students and faculty in the CRC community have open use of the library facilities on all campuses. This greatly expands the library resources available to any student or faculty member. The combined book collection of all institutions is more than five million volumes.

Revised 02/23/2017, CRC Librarians Committee