

JOYNER LIBRARY PROCEDURE MANUAL

200.35

Subject: RECONSIDERATION OF LIBRARY MATERIALS

Title: RECONSIDERATION OF LIBRARY MATERIALS

Operational Procedure - Date Adopted by the Library Services Faculty: APRIL 20, 1989

Administrative Procedure – Date Issued by Administration:

Date Revised: December 12, 1991

Joyner Library supports the ALA "Library Bill of Rights" located at <http://www.ala.org/ala/aboutala/offices/oif/statementspols/statementsif/librarybillrights.pdf> with regard to censorship of library materials. Joyner Library does, however, provide library users the opportunity to state any objections to materials in its collections. "Request for Reconsideration of Library Materials" forms are available in each department of the library (see attached form). The following procedures should be observed.

PROCEDURES

1. When a staff member is approached by a person stating objections to the library's ownership of a given title, the staff member will give the complainant a "Request for Reconsideration of Library Materials" form to complete.
2. After the complainant has completed the form, the staff member will forward the request form to the Coordinator of Collection Development. The Coordinator of Collection Development will send a copy of the complainant's request to the Director or his/her designee and to the appropriate subject librarian.
3. The subject librarian will review the complaint and the title in consultation with the Coordinator of Collection Development. They will then recommend whether any further action should be taken and what that action will be.
4. This recommendation will be forwarded to the Director or his/her designee for a decision based on the written recommendation and further consultation with the Coordinator of Collection Development and subject librarian.