

RECIPROCAL AGREEMENT
BETWEEN WESTERN WASHINGTON UNIVERSITY AND SKAGIT VALLEY COLLEGE TO
EXTENDING BORROWING PRIVILEGES AT THEIR RESPECTIVE LIBRARIES TO THE OTHER
INSTITUTION'S REGISTERED STUDENTS AND FACULTY

I. SCOPE

A. Western Washington University

Western Washington University agrees to extend library borrowing privileges to registered students, faculty, and staff of Skagit Valley College under the same terms and conditions as it extends library borrowing privileges to its own undergraduate students. Provided, however, that the following exceptions apply:

1. Borrowing privileges do not extend to the Interlibrary Loan service.
2. Privileges do not extend to off-campus access to electronic resources that Western Washington University is contractually bound to limit only to its own students, faculty and staff.

B. Skagit Valley College

Skagit Valley College agrees to extend library borrowing privileges to registered students, faculty, and staff of Western Washington University under the same terms and conditions as it extends library borrowing privileges to its own students. Provided, however, that the following exceptions apply:

1. Borrowing privileges do not extend to the Interlibrary Loan service.
2. Privileges do not extend to off-campus access to electronic resources that Skagit Valley College is contractually bound to limit only to its own students, faculty and staff.

II. COST

No fee or cost will be charged to the student, faculty, and staff beneficiaries of this agreement, except as provided under Section III (Fines and Lost Books) of this agreement. Furthermore, no fee or cost will be charged by either institution to the other, except as provided under Section III (Fines and Lost Books) of this agreement.

III. FINES AND LOST BOOKS

The purpose of this section is to provide mutual protection against loss of library materials.

- A. Students, faculty, and staff who borrow materials under this agreement are personally responsible for any and all overdue fines and for any and all other charges or fees they incur. The lending institutions shall impose fines and fees on students, faculty, and staff members who borrow materials pursuant to this agreement in accordance with the policies and procedures they use with their own students, faculty, and staff.
- B. The responsibility for initially notifying a student, faculty, or staff member that he or she has not returned borrowed materials lies with the lending institution.
- C. When permitted by the home institution's policies and procedures, it will assist the lending institution by placing a block or hold against the student's, faculty's, or staff's record until notified that the fine or other charge is paid.

- D. If after giving notice to a student, faculty, or staff member that he or she has not returned borrowed materials or has an outstanding replacement fee, the lending institution may bill the home institution for the amount of the replacement fee. Overdue fines will not be assessed against the home institution. The bill is due six months after receipt. Nothing in this agreement precludes the lending institution from pursuing collection and enforcement measures against the borrower.
- E. Each institution shall notify the other as soon as practical if the status of an account changes, e.g., if a replacement fee is paid and/or materials are returned. If subsequent to the home institution compensating the lending institution for lost materials, the student, faculty, or staff member returns or pays for the materials, the lending institution shall reimburse the home institution.

IV. IDENTIFICATION

- A. Skagit Valley College students, faculty, and staff members will be extended borrowing privileges as described in Section I (A) of this agreement by presenting their current Skagit Valley College identification card at the Western Libraries Circulation desk. Upon presentation of proper identification and verification, the Circulation desk will issue Skagit Valley College students, faculty, and staff a Western Libraries Courtesy/Community (Guest Researcher?) Card. The card will be valid until the end of the quarter in which it was issued.
- B. Western Washington University students, faculty, and staff members will be extended borrowing privileges as described in Section I (B) of this agreement by presenting their current Western Washington University identification card at Skagit Valley College's Libraries. Upon presentation of proper identification and verification, the Library will issue Western Washington University students, faculty, and staff a Community Borrower's Card. The card will be valid until the end of the quarter in which it was issued.

V. MODIFICATION

This agreement will be reviewed annually, no later than April 30, and may be modified only with the written consent of both parties.

VI. COMPLAINTS AND DISPUTES

Complaints and disputes that are not resolved by the libraries' circulation staff will be mediated by the Western Washington University Dean of Libraries and the Skagit Valley College Director of Library Services.

VI. DURATION

Either party may terminate this agreement by giving written notice to the contact person listed herein. Termination will be effective on the last day of the quarter following the quarter in which notice was given. Financial obligations incurred as a result of this agreement survive the termination of this agreement.

VII. RIGHT TO REFUSE PRIVILEGES

Both institutions reserve the right to refuse library privileges to a student, faculty, or staff member under this agreement in accordance with institutional policy.

VIII. CONTACT PERSON

The following individuals are responsible for implementing this agreement on behalf of their respective institutions. They are also the designated individuals to contact in regard to this agreement.

A. For Western Washington University:

Title: Dean of Libraries
Address: Western Libraries
516 High Street
Bellingham, WA 98225-9103
Phone: (360) 650-3051

Alternate:
Title: Provost
Address: Western Washington University
516 High Street
Bellingham, WA 98225-9033
Phone: (360) 650-3480

B. For Skagit Valley College:

Title: Director of Library Services
Address: 2405 E. College Way
Mount Vernon, WA 98273
Phone: (360) 416-7761

Alternate:
Title: Vice President for Instruction
Address: 2405 E. College Way
Mount Vernon, WA 98273
Phone: (360) 416-7732

IX. SIGNATURE

The undersigned warrant that they have authority to enter into this agreement and bind their respective institutions to the terms therein.

A. For Skagit Valley College:

Signed  Date 12/2/16

Name: Kenneth Lawson Title: Vice President of Instruction

B. For Western Washington University:

Brent Carbajal, Provost  9/12/16

Reciprocal Library Agreement

WWU & SVC

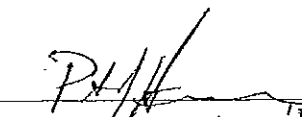
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APPROVED AS TO LEGAL FORM:

_____ Date

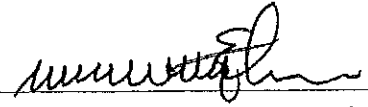
Assistant Attorney General

see next page

Signed  Date 9/7/15

Name: Peter J. Hejso Title: CDU

Approved as to legal form:

Signed  Date 9/1/16
WSB 25-825

Name: Robert E. Olson Title: Assistant Attorney General