



MEMORANDUM

To: Macomb Community College Employees

From: Kul Gauri, Associate Dean of Library and Information Services

Subject: Computerized Library Services

Date: September, 1990

Macomb Community College Libraries are pleased to announce that they are members of the Detroit Area Library Network (DALNET). DALNET is comprised of twelve academic, research, and special libraries located in the greater Detroit metropolitan area (see attachment). MCC Libraries joined this cooperative network in 1988 by merging their catalog of library holdings into a joint computer database. Once MCC library records were fully integrated with those of the other member libraries, additional system capabilities, such as: computerized public catalogs for students and staff as well as online circulation, became possible

Students, faculty and staff can now use the combined DALNET Library User Information System (LUIS) to search over 2,300,000 records from 28 dedicated terminals located in MCC Libraries / Learning Centers. Within the next year LUIS information will also be accessible using MCCNET on computerized office work stations. In addition, remote access to the DALNET database is available if you have a home computer with a modem (see attachment). Please note that reciprocal borrowing agreements among member libraries have yet to be arranged. In the meantime, interlibrary loan capabilities for students are being improved. Please be aware that most DALNET institutions already allow an inter-faculty courtesy borrowing privilege.

Library staff members initiated the DALNET library circulation check-out system in February 1990. In this regard a number of visible changes have occurred. New library cards with bar codes are being issued. New fine and overdue policies are being implemented. Because MCC has joined an academic / research library network, a number of changes are required. Standardization is extremely desirable to streamline member operations, and procedures. Furthermore, MCC library staff members find it timely to make changes that have been proposed for a number of years, but have waited for the expected implementation of the new automated system.

Macomb Community College Employee Library Circulation Privileges
Effective September, 1990

Employee Loan Period (for regularly circulated items) - 21 days
One automatic renewal is permitted.
Librarians may grant extended loans.

Employee Fine for Overdue Materials - No Fine

Maximum Number of Materials Checked Out at One Time - 10 items
Librarians may grant exceptions to exceed limit.

Overdue Notices are automatically generated by the computer system and are sent to the employee's home address:

Overdue Notice One	after 7 days overdue
Overdue Notice Two	after 14 days overdue
Overdue Notice Three	after 21 days overdue
Bill For Item Replacement	after 28 days overdue.

Charge for each non-returned item - \$25

Please note that previously MCC employees did not receive regular overdue notices nor a timely bill for the replacement of non-returned materials. However, as was the practice before the automated system, there will be no overdue charge for MCC employee overdue materials, only a replacement charge for the non-return of an item. There are a number of reasons for this modification. The alteration is due to a national trend of publicly supported libraries in the face of declining book budgets and the burgeoning cost of books. The change is consistent with the policies of the other DALNET academic institutions. The new automated system performs the overdue and billing functions automatically, and with a high degree of accuracy.

A DALNET system-wide block on staff circulation privileges will occur if an employee owes more than a hundred (\$100) dollars in library charges for non-returned materials.

Please be aware that a great deal of research, study, and care has gone into formulating these policies so that they are as fair and equitable as possible. Should you have questions or concerns in regard to them, please call me at ext. 7606.

The library staff is enthusiastic about its membership in DALNET. The improvement in library services is already evident. Let us help you with your information access needs as we all try to become more information literate.