

**RANDOLPH COMMUNITY COLLEGE
RANDOLPH COUNTY PUBLIC LIBRARY
ARCHDALE PUBLIC LIBRARY**

In order to provide quality library services to the students of Randolph Community College who are enrolled in courses at the Archdale Campus, the Archdale Public Library, a branch of the Randolph County Public Library, and Randolph Community College agree to the following:

DURATION OF AGREEMENT

This agreement shall be in effect as long as it is relevant to the courses offered by Randolph Community College at the Archdale Campus or until either party entering into this agreement requests a change in or termination of this agreement.

RESPONSIBILITIES OF RANDOLPH COMMUNITY COLLEGE

1. RCC will require faculty, staff, and students to abide by the policies, procedures, rules, and regulations of Archdale Public Library.
2. RCC will provide specialized resources requested by its faculty to be placed on reserve in the Archdale Public Library.
3. RCC will provide electronic access to materials available in its library.
4. RCC will work cooperatively with the Randolph County Public Library to ensure that a regular courier service is available for transport of library materials between Asheboro and Archdale.
5. RCC faculty will obtain advance approval from the Branch Librarian/Archdale Public Library for any class visit to the public library for the purpose of orientation or conducting research.
6. RCC librarians will conduct information literacy instruction at the request of the instructor for RCC classes that have a research component.
7. RCC will provide sufficient computer equipment to address the research needs of RCC students.
8. RCC Library will work with the Archdale Public Library and Randolph County Public Library to define, develop, and implement joint cataloging, circulation, and public catalog procedures.

RESPONSIBILITIES OF RANDOLPH COUNTY PUBLIC LIBRARY/ARCHDALE PUBLIC LIBRARY

1. Archdale Public Library will be open for use by RCC students during its regularly scheduled hours.
2. Archdale Public Library will provide RCC students with access to its printed materials and electronic resources.
3. Archdale Public Library will follow its normal circulation policy for RCC students who are residents of North Carolina. Overdue materials will be the responsibility of the borrower.
4. Archdale Public Library will allow non-North Carolina residents enrolled in an RCC Archdale Campus class temporary borrowing privileges. RCC Library will be notified of overdues and will be responsible for facilitating the return of overdue materials and fines.
5. Archdale Public Library will provide an orientation for RCC classes if the instructor obtains prior approval from the Branch Librarian.
6. Randolph County Public Library will allow Randolph Community College to use the public library courier service to transport library materials between Asheboro and Archdale.
7. Archdale Public Library will provide dedicated shelf space for RCC library materials.
8. Archdale Public Library, in cooperation with the Randolph County Public Library, will work with the RCC Library to define, develop, and implement joint cataloging, circulation, and public catalog procedures.

REVIEW OF AGREEMENT

Randolph Community College, Randolph County Public Library, and Archdale Public Library will review this agreement annually.

All aforementioned parties agree to abide by the terms of this document.

President, Randolph Community College

Date

Dean of Library Services, Randolph Community College

Date

Director, Randolph County Public Library

Date

Branch Librarian, Archdale Public Library

Date