



**Big Ten Academic Alliance Center for Library Initiatives
Reciprocal On-Site Borrowing Agreement
October 31, 2016**

The institutions listed below agree to provide reciprocal borrowing privileges to current faculty, emeritus faculty, students, and staff at the other Big Ten Academic Alliance (BTAA) Center for Library Initiatives member libraries. Borrowers must present an institutional ID. If the institutional ID is not a photo ID, a second photo ID may be required. The libraries agree to provide borrowing through this agreement according to local circulation policies for guest borrowers.

Eligibility

All current faculty, emeritus faculty, students, and staff at BTAA institutions and the University of Chicago who have home library accounts in good standing are eligible for guest borrowing privileges as established by the lending library.

To verify current affiliation and streamline the validation process, each lending institution will use the BTAA Reciprocal Borrowing Application developed by the University of Maryland's University Libraries Digital Data Services (DDS) on behalf of Big Ten Academic Alliance Library Initiatives.

Costs

There is no cost for reciprocal borrowing privileges; however, borrowers may be charged late return fees and lost item fees according to the lending library's policies.

Constraints

Materials available for borrowing will vary by institution, reflected by local policies and practices. Typically, anything that would circulate via UBorrow will be available to the guest borrower on site.

The number of requests allowed to the guest and number of concurrent checkouts permitted are based on local policies and practices.

Accounts and expiration dates are set by local policies and practices. They will at least equal the initial loan period, typically 28 days.



Checkouts

The host library will create a patron account in the local circulation system and all items will be charged to the user's account.

Returns

The borrower is expected to return items in good condition to the lending library. Alternatively, items may be returned to the borrower's home institution; however, they will not be discharged from the borrower's account until they reach the lending library and fines may accrue in the interim. Visiting borrowers should be advised that best practice is a direct return to the lending library.

Accessibility

If borrowers need material housed in lending institutions converted to accessible formats because of a disability, the borrowers' home institution will be responsible for meeting the accessibility requirements of these patrons. Home institutions will identify a point of contact at their respective institutions for accessibility requests.

Fiduciary Responsibility

If the lending institution is not successful in encouraging the timely return of materials through its routine overdue procedures, replacement charges may be billed to the home institution of the borrower for final collection. Before billing another library, the host library should first apply their normal methods for collecting overdue fines/fees and replacement costs from patrons. After all options for encouraging the return of overdue items have been exhausted, lending institutions may then seek to bill home institutions.

Charges to the home institution must be reasonable and customary and should not include nuisance and deterrent charges.

Home institutions may pass charges on to the delinquent borrower according to their local policies.

Guest borrowers who do not comply with timely return policies may forfeit further borrowing with all BTAA institutions.

Replacement and Processing Fees

Each institution may decide whether to accept replacement copies in place of lost materials. Institutions may charge reasonable processing fees when accepting replacement copies.

Institution	Privileges Contact			Accessibility Contact
	Name	e-mail	8am-5pm phone # () -	
University of Chicago	ID & Privileges Office ipo@uchicago.edu 773-702-8344			Andrea Twiss Brooks atbrooks@uchicago.edu (773) 702-8777
University of Illinois	Richard Stokes circlib@library.illinois.edu (217) 333-8400			Richard Stokes circlib@library.illinois.edu (217) 333-8400
Indiana University				
University of Iowa	Constance Wade constance-wade@uiowa.edu 319.335.6077			Amy Paulus amy-fuls@uiowa.edu 319.335.5916
University of Maryland	Evelyn Yocco eyocco@umd.edu 301-405-9091			Hilary Thompson hthomps1@umd.edu 301-405-5898
University of Michigan	Sheila McFolley mcfolley@umich.edu 734-764-0401			Stephanie Rosen ssrosen@umich.edu 734-763-9020
Michigan State University	Erin Weller ferriser@mail.lib.msu.edu 517-884-1943			Heidi Schroeder hschroed@mail.lib.msu.edu 517-884-0899
University of Minnesota	Allison Brimeyer brime004@umn.edu (612) 626 8173			Phil Dudas duda0014@umn.edu 612-626-9105
University of Nebraska-Lincoln	Michael Straatmann Mstraatmann1@unl.edu 402.472.2572			Michael Straatmann Mstraatmann1@unl.edu 402.472.2572
Northwestern University	James (Jake) McMahon jcmahon@northwestern.edu or privileges@northwestern.edu 847-491-7617 or 847-491-7633			John Hernandez john-hernandez@northwestern.edu 847-491-7602
Ohio State University	Tony Maniaci maniaci.1@osu.edu 614-247-6888			Tony Maniaci maniaci.1@osu.edu 614-247-6888

Pennsylvania State University	Chris(topher) Holobar jch4@psu.edu 814.865.1886	Susan Hayya shh2@psu.edu 814.865.0284
Purdue University	Amy Winks winkster@purdue.edu 765-494-2820	Amy Winks winkster@purdue.edu 765-494-2820
Rutgers University	Janet Brennan Croft janet.b.croft@rutgers.edu 848-932-6077	Joseph Abraham joseph.abraham@rutgers.edu 848-932-5999
University of Wisconsin-Madison	Albert Quattrucci albert.quattrucci@wisc.edu 608-262-9728	McBurney Disability Resource Center mcburney@studentlife.wisc.edu 608-263-2741

- The above list of institutions and contacts will be reviewed annually by BTAA Library Initiatives Access Directors for accuracy and currency.
- This agreement supersedes the 2014 update of the 2004 CIC Reciprocal Borrowing Agreement.