



# UC San Diego

## Policy & Procedure Manual

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### LIBRARIES

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### UNIVERSITY OF CALIFORNIA LIBRARIES

#### I. REFERENCES

- A. Directive from President Kerr, dated April 3, 1962
- B. [Donahoe Act of 1961](#)
- C. [UCSD Library Mission Statement](#) (~~provisional, June 17, 1988~~) Strikeout effective 12/6/00
- D. Memorandum concerning UCSD Library Collection Profiles (June 1, 1988)

#### II. POLICY

##### A. Objective

1. The principal objective of the University of California libraries is to support adequately the academic programs of the University.
  - a. The UCSD libraries develop collections and services to support University instructional and research programs, including externally funded research.
  - b. Persons not affiliated with the University may use library services and collections; however, services and collections are not designed or developed specifically to meet their needs except as those services and collections support UCSD instruction and research.
2. Libraries of the University should continue to be developed as a closely related group of scholarly collections forming a common pool of bibliographical resources.
3. Libraries of the University should continue to be developed as a closely related group of scholarly collections forming a common pool of bibliographical resources.
4. The Donahoe Act of 1961 states "The University may make reasonable provision for the use of its library and research facilities by qualified members of the faculties of other institutions of public higher education in this State."

##### B. Scope

1. There shall be a University Library on each campus which shall comprise all books, periodicals, manuscripts, maps, photo reproductions, sound recordings and other forms of library material belonging to the University. A University

Library shall comprise the general library of a campus and such other libraries as are, or may be, established there.

2. New library units on a campus shall be created only for exceptional and compelling reasons and shall require approval of the Chief Campus Officer.
3. All special libraries existing as parts of organized research units shall be administered as branches of the general library, except where the type of collection involves special handling and where there exists mutual agreement between the general library and the research unit. An exception requires the approval of the Chief Campus Officer.

**C. University Librarian**

On each campus there shall be a University Librarian who shall report to the Chief Campus Officer. The University Librarian shall be responsible for the development and management of the University Library. Deviations from this administration pattern must be approved by the President upon recommendation of the Chief Campus Officer.

**D. Administration**

The Board of Regents has authorized the Academic Senate to advise the President and the Chief Campus Officers concerning the administration of the Libraries of the University.

**E. Organization**

The Library Council, a statewide administrative committee which includes all University Librarians and representatives of the Office of the President, serves as a communication medium among the University Libraries on the various campuses.