

SUBJECT: Facilities: MCCN Student Access to MCW Library

MANUAL: Health Sciences Library Policy

POLICY: MCCN Student Access to MCW Library

RESPONSIBLE PERSONS: Library Staff

1. All MCCN on-campus students will have 24/7 access to the CLE building and the Library locations at Mount Carmel West (MCW), Mount Carmel East (MCE), and Mount Carmel St. Ann's (MCSA).
2. The Main Health Sciences Library at Mount Carmel West (MCW) is accessible without swiping an ID badge Monday-Friday from 8:00am – 5:00pm. Outside of specified hours, the Library can be accessed only by swiping an MCCN student ID badge.
3. Health Sciences Libraries at Mount Carmel East (MCE) and Mount Carmel St. Ann's (MCSA) are accessible only by swiping an MCCN student ID badge.
4. Students need to be alert and stand guard when entering and exiting the CLE and Health Sciences Library after hours to make sure no one enters without badge access.
5. Students are NOT permitted to allow anyone without a badge into the library after hours. This includes, but is not limited to, friends (including classmates), spouses, children, significant others, etc.
6. The library is under video surveillance and violation of any library policies may result in loss of 24/7 access.

DEVELOPED BY: Library Staff

DATE: 07-15-2015

REVISED BY: Library Staff

08-13-2015

REVIEWED BY: Stevo Rokсандic, Regional Director

08-13-2015

APPROVAL FOR IMPLEMENTATION BY:

Christine A. Wynd

DATE: 8-13-15