

Retired Faculty Policy

Approving Authority:	Library Dean's Council
Date Adopted:	Date: Oct. 21, 2012
Last Reviewed:	Date: Oct. 21, 2012
Prepared by:	Circulation Department/Director of Public Services

1. Policy Purpose

This policy spells out the library privileges granted to AUC faculty members who retire after 5 or more years of service to AUC and have been approved for a waiver by the Provost's Office to retain their AUC ID. Although retention of the AUC ID card entitles the retired faculty member to a number of privileges, this policy refers only to Library privileges.

2. Policy Statement

- a. Section A.
Qualified retired faculty members are eligible for a non-paying Retired Faculty card granting them all onsite library access privileges.
- b. Section B.
The non-paying Retired Faculty card allows retired faculty to borrow a maximum number of 3 books for 30 days with one renewal. Failure to return items on time or if requested for Reserve/Hold will result in fines. It will not include the remote use of the Library's electronic resources.
- c. Section C.
The non-paying Retired Faculty card is not transferable to other persons. Anyone allowing another person to use their AUC ID will have the card revoked.
- d. Section D.
 - The retired faculty member must present a letter of status verification from the Provost's Office to the Library ID Unit at the time of application. It is the responsibility of the card holder to contact the Library ID Unit in order to update residential and email address changes
 - Upon the presentation of this letter and the old ID, a new Retired Faculty ID will be issued.
- e. This policy becomes effective as of September 1, 2012 and is not retroactive