

LIBRARY POLICY

Policy owner	Education Committee
Policy category	Academic
Policy status	Approved
Approval body	Academic Board
Last amended	16 th March 2023

PURPOSE

The Library Policy guides The MIECAT Institute's Library's collection development activity in order to ensure the creation and maintenance of scholarly information directly relevant and supportive to the learning, teaching, research and scholarship endeavours of MIECAT.

SCOPE

MIECAT staff and students

POLICY AND PROCEDURES

1. Principles

- 1.1 The library understands, anticipates and responds to MIECAT's diverse stakeholders and their information needs.
- 1.2 The scholarly resources stakeholders need are discoverable, accessible, relevant, academically rigorous and represent a diversity of opinion.
- 1.3 Library collections are procured and maintained based on principles of relevance and currency, with preference for electronic resources where available.

1.4 Technologies that facilitate learning and knowledge creation are accessible and relevant.

1.5 The library contributes to MIECAT's research priorities by developing researchers' knowledge and inquiry skills.

2. Purchase of material

2.1 All requests for new materials will be submitted to the Course Coordinators for consideration and decision. Such requests will be accompanied by supporting documentation underlying the rationale for inclusion in the collection or provision of electronic access.

2.2 Recognising the difficulties of access due to our geographic spread, the Library will, where possible and appropriate, offer electronic journal access in preference to providing print journals.

2.3 Other than in exceptional circumstances, all material required to support teaching, learning and research will be purchased by the Course Coordinators.

2.4 Where Academic staff wish to purchase material directly, for subsequent reimbursement by MIECAT, prior consultation with the Course Coordinators must take place and prior approval for the expenditure of funds obtained.

3. Theses

Electronic versions of MIECAT theses will be added to the library.

4. Copyright

MIECAT Library members must comply with the *Copyright Act 1968* and the access conditions of licensed electronic and digital resources.

RESPONSIBILITY FOR IMPLEMENTATION

Course Coordinators, Education Committee

KEY STAKEHOLDERS

Course Coordinators, Education Committee, MIECAT staff, MIECAT students

SUPPORTING DOCUMENTS

Copyright Act, 1968

VERSION HISTORY

Date of Issue	Version	Author	Summary of changes
16 th March 2023	1.0	J. Mitchell	Draft version for approval

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