

Challenged Materials

Complaints from patrons about specific library materials shall be directed to the professional librarians or, in their absence, the person in charge. The patron will be given the form Statement of Concern Regarding Library Materials and a copy of this policy statement. The completed form shall be submitted to the Director of Library Services within two weeks of the initial complaint.

The Director of Library Services and the Public Services Librarian will review the material, taking into consideration the criteria for materials selection, found in the Collection Development Policy. A written response will be forwarded to the patron and to the Dean of Academic & Student Affairs within two weeks.

If the patron is not satisfied, a written appeal may be sent within two weeks to the Director, who will forward it to the Dean of Academic & Student Services and the Library Committee. The Library Committee is composed of at least three faculty members, the Director of Library Services, the Public Services Librarian, the staff members from the Computer Center, Student Services and the Career Education for the Deaf Program. All materials needed to objectively review the complaint will also be forwarded to the above parties. Within forty-five days a written decision will be sent to the patron. Further appeals may be made through the Office of the President.