To: Executive Committee

From: Florida Virtual Campus Resource Sharing Standing Committee

Date: May 12, 2014

Re: Creating 2-3 webinars for Florida Virtual Campus Aleph ILL practitioners to garner feedback to ILL policies

The policies proposed below are a results of the survey that 21 out of 28 institutions responded to, as well as discussion among the committee.

The Resource Sharing Standing Committee would like to propose hosting a couple of webinars for ILL practitioners during the week of June 2 to gather feedback regarding the proposed policies for Aleph ILL/UBorrow services.

**Proposed policy for ALEPH ILL service among all Florida Universities and Colleges**

**Policies discussed in the survey to colleges**

*Loan period:*

* Loan period of 45 days (77% of respondents agree with a loan period at or over 45 days)

*Renewals:*

* 1 automated renewal on **monographs** for 30 days (82% agree with the idea of automated renewals, 68% agree specifically with a 30 day renewal)

*Expiration of requests in system:*

* 2 business day expiration (68% agree with 2 day or less expiration of requests)

*Charging for lost items:*

* ALEPH ILL (UBorrow) items (item type 14) are charged to the patron at $100.00 at all Universities. Universities process lost reports twice yearly for items over six months lost and create an itemized bill (on patron status 69) to send to borrowing institutions. Returns after the billing cycle will not be credited.
* Colleges continue to bill based on ALA code unless they wish to adopt University cycle

**ACTION ITEM: host 2-3 webinars from May 27th – May 30th for Florida Virtual Campus ILL practitioners. This committee would like to gather their input on the possible Aleph ILL/UBorrow changes.**