

Access Policy for Depository Collection

In accordance with our mission as a depository library, the Odum Library makes government information available for the free use of the general public. The Library adheres to the access principles outlined in the Federal Depository Library Handbook. These principles include “Free Public Access” and “Comparable Treatment in Public Services.” The guidelines also explicitly allow administrators to set implementation policies. Please note the following:

“Your library is not required to serve users who do not have a depository-related need to be in the library ... The public may not exploit the use of depository information resources as a pretext to circumvent your library policies on the use of materials purchased or licensed for the use of your library’s primary clientele.” (FDL Handbook, p. 27)

This document further permits administrators to take actions to protect the security of their facilities, personnel, and collections.

Access of Building and Collections

- The depository collection is open to the general public.
- University and Library policy requires children under 16 years of age to be accompanied by an adult to be in the library.

Borrowing of Materials

- Members of the VSU community may use their VSU I.D.’s to borrow depository material. Persons not affiliated with VSU may apply for a special “community borrower’s card” to borrow depository material. Note that select titles may be designated for “building use only,” and do not circulate.
- Although it is free to borrow depository materials, they are subject to the same over-due fines as other library materials.

Electronic Resources & Services

- Public workstations with unfiltered internet connectivity are available on the 2nd floor of the Library, adjacent the Reference Desk. Use of these workstations is free, and in close proximity to reference assistance.
- The depository workstations are subject to both Valdosta State University’s [Information Resources Acceptable Use Policy](#) and the University System of Georgia’s [Peachnet Acceptable Use Policy](#).
- Electronic reference service is available remotely by emailing eref@valdosta.edu.

- In accordance with existing policy, Reference Services does not provide a faxing service. However, a FAX machine, open to the general public, is available at the Main Circulation counter.

Services for Disabled

- The Library offers book retrieval, copying, and machine assistance to members of the general public who are disabled. See the Main Circulation counter if you require one of these services.
- Additional resources for students with disabilities are available [here](#).
- Questions or problems regarding the Document Retrieval Service can be directed to the Outreach Services Librarian at (229) 333-3745, Monday through Thursday 8:00 am to 4:30pm.

The Library is committed to providing public access to government information, in all selected formats. If you experience difficulty accessing the Depository Collection or a particular government information product, please contact Ken Smith, Government Documents Librarian for Public Services (229-245-3748, kensmith@valdosta.edu).

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