

**Chapter 132H-136 WAC  
LIBRARY MEDIA CENTER CODE**

Last Update: 8/4/05

**WAC**

132H-136-010	Title.
132H-136-015	Purpose.
132H-136-020	Loans.
132H-136-025	Services.
132H-136-030	Fines.

**DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER**

132H-136-035	Schedule of fines. [Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140. WSR 92-19-052, § 132H-136-035, filed 9/10/92, effective 10/11/92.] Repealed by WSR 05-17-013, filed 8/4/05, effective 9/4/05. Statutory Authority: RCW 28B.50.140.
132H-136-040	Student handbook. [Order 35, § 132H-136-040, filed 10/10/75; Order 13, § 132H-136-040, filed 3/9/73.] Repealed by WSR 05-17-013, filed 8/4/05, effective 9/4/05. Statutory Authority: RCW 28B.50.140.

**WAC 132H-136-010 Title.** WAC 132H-136-010 through 132H-136-040 will be known as the library media center policy of Community College District VIII.

[Statutory Authority: RCW 28B.50.140. WSR 05-17-013, § 132H-136-010, filed 8/4/05, effective 9/4/05; Order 13, § 132H-136-010, filed 3/9/73.]

**WAC 132H-136-015 Purpose.** The library media center (LMC) provides the information resources needed by students, faculty, staff and the community to encourage learning, innovation, intellectual integrity and civic responsibility. The LMC resources and services support the college's mission to provide accessible services and meet the changing educational needs of our diverse community. This policy applies to all BCC employees, students and library users who use any of the library media center resources and facilities.

[Statutory Authority: RCW 28B.50.140. WSR 05-17-013, § 132H-136-015, filed 8/4/05, effective 9/4/05.]

**WAC 132H-136-020 Loans.** Materials from the Bellevue Community College library media center are available to be checked out by members of the following groups.

(1) All currently registered students of Bellevue Community College.

(2) All currently employed faculty, emeritus faculty, administrative and classified staff, retired employees, members of the board of trustees and emeritus trustees.

(3) Individuals who show a particular need for specialized items in the library media collections which are not available elsewhere.

(4) Students and faculty from other institutions with which the Bellevue Community College library media center has a "reciprocal borrowing agreement." This group may use materials on a loan basis at the discretion of the circulation/media services manager, who shall determine lending priorities based upon the current usage of individual items by Bellevue Community College students.

[Statutory Authority: RCW 28B.50.140. WSR 05-17-013, § 132H-136-020, filed 8/4/05, effective 9/4/05; Order 35, § 132H-136-020, filed 10/10/75; Order 13, § 132H-136-020, filed 3/9/73.]

**WAC 132H-136-025 Services.** The library media center maintains a website and publishes a brochure summarizing information about the LMC, including hours of service, circulation of collections (including print and nonprint materials), and services and resources available (including media, equipment, and facilities).

[Statutory Authority: RCW 28B.50.140. WSR 05-17-013, § 132H-136-025, filed 8/4/05, effective 9/4/05.]

**WAC 132H-136-030 Fines.** Charges are levied for overdue, lost, damaged materials and equipment.

(1) Replacement charges will include cost of replacement plus a processing fee. Replacement costs for items that are no longer in print or not available for purchase will be based upon the cost of a similar item plus a processing fee.

(2) Charges for overdue materials will be according to a fee schedule that is posted in the circulation desk area and the LMC website and brochure. Students may appeal charges by following the library fines appeal procedure as detailed in the LMC manual of policies and procedures, a copy of which is available in the reserve collection.

(3) When materials are not returned, or charges not paid, holds are placed on the transcript records of those involved—only as a sanction to cause the ultimate return of library media material in order to protect the integrity of the library collection.

(4) In extreme cases, when expensive or valuable items are involved, the provisions of RCW 27.12.340 may be invoked.

[Statutory Authority: RCW 28B.50.140. WSR 05-17-013, § 132H-136-030, filed 8/4/05, effective 9/4/05. Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140. WSR 92-19-052, § 132H-136-030, filed 9/10/92, effective 10/11/92; Order 35, § 132H-136-030, filed 10/10/75; Order 13, § 132H-136-030, filed 3/9/73.]