



NORTH-WEST UNIVERSITY  
YUNIBESITI YA BOKONE-BOPHIRIMA  
NOORDWES-UNIVERSITEIT  
INSTITUTIONAL OFFICE

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## Institutional Library policy

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<b>Policy owner</b>	Directors: Library Services
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## **Institutional Library policy**

### **1 Preamble**

As a pre-eminent university in Africa, driven by the pursuit of knowledge and innovation, with a unique institutional culture based upon the values the University espouses, the North-West University has adopted this Institutional Library Policy on 23 November 2007.

### **2 Introduction**

The general objective of the library services is to be active partners in quality research and learner-centred education at the North-West University in its venture to becoming a pre-eminent university in Africa.

It is therefore the mission of the library services to make available the best possible resources for the provision, maintenance and improvement of such services in a sustainable and cost-effective way. Cooperation nationally as well as internationally is of the utmost importance and the university's library services should thus be an active member of the global library community.

### **3 Basic structure and management**

Standardized procedures, processes and rules for the campus libraries are the responsibility of the various library directors, the management structures of the various campuses, and the functionary at institutional level responsible for the coordination of library matters (the Vice-Principal).

The University's libraries will be managed on the following principles to serve the best interests of the University and to reach and maintain the standards it strives for:

- Identifying best practices in all fields of activity and
- Integration and sharing of all services.

### **4 Collection development and resources**

The collections of all campus libraries will be actively developed in order to support the full information requirements of undergraduate and honours students, including web-based resources. In the case of post-graduate studies, care will be taken to build collections, including web-based resources, to support the most important foci of research, taking into account not only the ability to contribute to a national collection and support system.

However, duplication will be minimised, and students and researchers from all campuses will have access to all the university's information material.

### **5 Technical support**

Electronic information services will be centralized as far as possible, but always in such a way that services to all campuses will be enhanced.

### **6 Delivery of services**

The University is committed to the principle of delivering equitable library services to all patrons. It will thus plan to achieve this not only between different campuses, but also between various modes of delivery of courses.

The libraries on the different campuses will cooperate to ensure that users have reasonable cross-campus access to library services.

To ensure sustainable and equitable services, these services will be managed by coordinated rules and procedures.

## **7 Rules and procedures**

Rules applying to the use of the various libraries will be made by the relevant campus authorities in such a way that the provisions of 5 above are met and the interests of all campuses are protected, and that the interests of students and staff are promoted.

## **8 Training**

Extensive training programs for users to ensure effective utilization of library resources will be implemented.

## **9 External cooperation**

Campus libraries will engage as extensively as possible in both national and international cooperation with other libraries.

## **10 Policy owner: Dr N Takalo**

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