

Augusta University

Policy Library

GIL Express Policy

Policy Owner: University Libraries

POLICY STATEMENT

GALILEO Interconnected Libraries (GIL) Express service allows current Augusta University (AU) faculty, staff, and students to borrow circulating books from other University System of Georgia (USG) libraries at no charge.

AFFECTED STAKEHOLDERS

Indicate all entities and persons within the Enterprise that are affected by this policy:

- Alumni Faculty Graduate Students Health Professional Students
 Staff Undergraduate Students Vendors/Contractors Visitors
 Other: Include any other stakeholders not listed above.

DEFINITIONS

GIL-Find USG Catalog: A unified database containing the holdings from all of the USG libraries.

Online GIL Express: A system for patrons to request books from other USG libraries through the online catalog.

Walk-Up GIL Express: The process by which a USG patron visits any other USG library and presents a valid institution ID to check out circulating books.

Holding Library: The library where the book is owned.

PROCESS & PROCEDURES

AU GIL-Find Catalog: <http://gilfind.augusta.edu/>

GIL-Find USG Catalog: https://galileo-usg-augusta-primo.hosted.exlibrisgroup.com/primo-explore/search?tab=default_tab&sortby=rank&vid=AUGUSTA_V1&lang=en_US

Eligibility

All currently enrolled students and currently employed faculty and staff who are in good standing at their institution are eligible to use GIL Express. Emeritus faculty are eligible to participate in GIL Express.

Scope

Printed books (monographs) that are normally lent for the standard loan period at the holding library are available to be borrowed through GIL Express.

Exceptions

To include, but not limited to:

Reserve materials

Reference materials

Materials housed in any Special Collection

Bound journals

Journal articles

Other material that does not circulate without special permission

Material that the holding library designates as not eligible for GIL Express loans

GIL Express: http://gil.usg.edu/gil_express/information/general-information/

Procedure

Use the AU online library catalog to place a request on an eligible item. Include your barcode, name, and pickup library. Books can be picked up at any USG library and can be returned to any USG library.

Items will be delivered to the pickup library for retrieval.

Items are held for 28 days on the holding shelf before being returned to the holding library if not picked up.

REFERENCES & SUPPORTING DOCUMENTS

N/A

RELATED POLICIES

N/A

AUTHORIZING SIGNATURE

Executive Vice President for Academic Affairs and Provost, Augusta University

Date: 9/26/2018

President, Augusta University and CEO, AU Health System Date: 9/28/2018