



COLLEGE OF THE NORTH ATLANTIC
OPERATIONAL POLICY

TOPIC: LIBRARY SERVICES – CIRCULATION

Policy No.	SS-212	Division	Student Services
Supersedes	n/a	Board Policy Ref.	n/a
Related Procedure	SS-212-PR	Effective Date:	January 3, 2023 (R2)

1. PURPOSE AND SCOPE

This policy will standardize circulation services for College of the North Atlantic (CNA) Library Services. Its purpose is to ensure equitable, effective, and consistent provision of circulation services to current students and employees, and where possible, alumni and the general public while maintaining sufficient flexibility to accommodate local conditions.

2. POLICY

All current CNA students and employees have the right to use circulation services. Alumni and the general public have the privilege to use circulation services to the extent that this privilege does not conflict with the needs of current students and employees.

Borrowing privileges may be restricted as outlined in the accompanying Procedure.

3. PROCEDURE

The Associate Vice President of Student Services shall ensure that procedures are developed and implemented in accordance with this policy.

Approval History	
Approved by President	June 14, 1999
Reviewed	September 12, 2007
Reviewed	September 16, 2008
Reviewed	July 29, 2013
Revision 1	November 4, 2016
Revision 2	January 3, 2023