June 4, 2018

To: RAILS Resource Sharing Committee

From: Amanda Musacchio, RAILS Resource Sharing Specialist
Veronda Pitchford, RAILS Director, Membership Development and Resource Sharing

Re: Illinois Community College Library Service to District Residents

In 2017, staff from RAILS, Illinois Heartland Library System (IHLS), and the Illinois State Library (ISL) met several times to discuss the unserved issue (i.e. Illinois residents without any public library service). During these discussions, it was decided that RAILS and IHLS would survey Illinois community colleges about their library services to nonstudent residents in their districts. Since July 1990, the entire state has been included within community college district boundaries.

The Illinois Community College Library Service to District Residents Survey was emailed to all Illinois community college libraries on November 27, 2017, with responses requested by December 4, 2017. This document includes the summary of the survey.

100% of respondents reported that their community college library allows district residents to use the library, and 91% allow district residents to check out books. 35% of respondents allow district residents to use assistive services. 26% of respondents allow district residents to request interlibrary loan materials.

Illinois Community College Library Service to District Residents Survey

	Libraries Invited to Complete Survey	Completed Survey?
1	Black Hawk College	Yes
2	Carl Sandburg College	Yes
3	City Colleges of Chicago Harold Washington College	No
4	City Colleges of Chicago Harry S Truman	No
5	City Colleges of Chicago Kennedy-King	No
6	City Colleges of Chicago Malcolm X	Yes
7	City Colleges of Chicago Olive Harvey	No
8	City Colleges of Chicago Richard J Daley	No
9	City Colleges of Chicago Wilbur Wright	No
10	College of DuPage	Yes
11	College of Lake County	Yes
12	Danville Area Community College	Yes
13	Elgin Community College	Yes
14	Heartland Community College	Yes
15	Highland Community College	Yes
16	Illinois Central College	Yes
17	Illinois Eastern Community College – Frontier	Yes
18	Illinois Eastern Community College – Lincoln Trail	Yes
19	Illinois Eastern Community College – Olney	No
20	Illinois Eastern Community College – Wabash Valley	Yes
21	Illinois Valley Community College	Yes
22	John A. Logan College	Yes
23	John Wood Community College	No
24	Joliet Junior College	No
25	Kankakee Community College	Yes
26	Kaskaskia College	Yes
27	Kishwaukee College	Yes
28	Lake Land College	Yes
29	Lewis and Clark Community College	Yes
30	Lincoln Land Community College	No
31	McHenry County College	Yes
32	Moraine Valley Community College	Yes
33	Morton College	Yes
34	Oakton Community College	Yes
35	Parkland College	Yes
36	Prairie State College	Yes
37	Rend Lake College	Yes
38	Richland Community College	Yes
39	Rock Valley College	No
40	Sauk Valley Community College	Yes
41	Shawnee Community College	No
42	South Suburban College	Yes
43	Southeastern Illinois College	Yes
44	Southwestern Illinois College	Yes
45	Spoon River College	Yes
46	Triton Community College	No
47	Waubonsee Community College	No
48	William Rainey Harper College	Yes

	Total number of libraries invited to complete survey	Total number of libraries completed survey	Percentage of libraries completed survey of those who were invited
Library System			
IHLS	16	13	81%
RAILS	32	21	66%
Total:	48	34	71%
Notes: Two colleges submitted the survey twice. The duplicate responses were excluded from the survey results.			

	Questions Included in Survey
1.	Community College Name
2.	Library Contact Name and Title
3.	Library Contact Email Address
4.	Library Contact Phone Number
5.	Does your library allow district residents to use the library?
6.	Please provide a link to your library's policy regarding district residents' library usage or email your library's policy to resourcesharing@railslibraries.info
7.	Please check what library services your library provides to district residents Options include: Book checkout AV material checkout Use resources in library Interlibrary loan Computer use Programs Remote access to library's e-resources Assistive services (accessibility software and hardware) All of the above Other services (comment box)
8.	Other comments

Question 5: Does your library allow district residents to use the library?			
	Yes	No	Percentage of total respondents
Library System			
IHLS	13	0	100%
RAILS	21	0	100%

	Library	Question 6: Please provide a link to your library's policy regarding district residents' library usage or email your library's policy to resourcesharing@railslibraries.info
1	John A. Logan College	https://www.jalc.edu/library/faq
2	Carl Sandburg College	A brief statement appears on our home page http://www.sandburg.edu/Academics/Library/index.html
3	Southwestern Illinois College	COMMUNITY LIBRARY CARDS-- Residents of District #522 who are 18 years of age or older and not enrolled or employed by Southwestern Illinois College may register for a community library card. An annual card fee of $25 is charged. Proof of age and residence (tax, utility bill, etc.) are required.
4	Morton College	http://www.morton.edu/mclibrary/about/policies/
5	Lewis & Clark Community College	http://www.lc.edu/Library_Policies/
6	Oakton Community College	http://www.oakton.edu/library/info_for/resident/index.php
7	Elgin Community College	http://ecclibrary.elgin.edu/c.php?g=305977&p=2040566#18003847
8	Sauk Valley Community College	https://www.svcc.edu/departments/learning-commons/library/about-the-lrc.html
9	Kaskaskia College	We don't have one.
10	Illinois Central College	http://icc.edu/library/about-us/guest-user-policy/
11	College of DuPage	will email (note: did not receive email, found this on website https://www.codlrc.org/district)
12	Kankakee Community College	http://www.kcc.edu/library/policies/Pages/default.aspx
13	Highland CC	This policy is not currently published in any electronic format.
14	Illinois Eastern Community College	http://www.iecc.edu/files_user/LIBF/files/Library_Card_Application_Form_FCC.pdf
15	Heartland Community College	https://www.heartland.edu/library/services/community.html
16	Southeastern Illinois College	https://sic.edu/library-resources/general-library-information
17	Richland Community College	http://www.richland.edu/lrc
18	Black Hawk College	https://www.bhc.edu/academics/academic-resources/library/policies/
19	Kishwaukee College	https://www.kish.edu/sites/default/files/Academics/catalog/2017-18_KC_CATALOG.pdf
20	Harper College	we are currently updating this information
21	Oakton Community College	http://www.oakton.edu/library/info_for/resident/index.php
22	Moraine Valley CC	http://lib.morainevalley.edu/Policies/PriorityOfService.html http://lib.morainevalley.edu/Policies/LendingPolicies.html
23	Danville Area CC	http://dacc.libguides.com/c.php?g=76117&p=4073367
24	Spoon River College	https://www.src.edu/services/lrc/library/Documents/SRCLibraryCirculationPolicy.pdf and https://www.src.edu/services/lrc/library/Documents/SRCCollectionDevelopmentPolicy.pdf
25	Prairie State College	http://library.prairiestate.edu/borrowingmaterials.aspx
26	South Suburban College	www.ssc.edu library
27	McHenry County College	http://libguides.mchenry.edu/information
28	Lake Land College	https://www.lakelandcollege.edu/library/ {Check FAQ}
29	Rend Lake College	https://rlc.edu/student-services/111-learning-resource-center/302-lrc-policy
30	College of Lake County	https://researchguides.clcillinois.edu/residents
31	Parkland College	http://library.parkland.edu/about/community

Question 7: Please check what library services you provide district residents						
	IHLS		RAILS		Total	
	Total	Percentage	Total	Percentage	Total	Percentage
Survey Option						
Book Checkout	13	100%	18	86%	31	91%
AV Material Checkout	9	69%	15	71%	14	41%
Use resources in library	12	92%	21	100%	33	97%
Interlibrary Loan	5	38%	4	19%	9	26%
Computer Use	13	100%	19	90%	32	94%
Programs	11	85%	11	52%	22	65%
Remote Access to library's e-resources	0	0%	2	10%	2	6%
Assistive Services (accessibility software and hardware)	7	54%	5	24%	12	35%
Other**	2	15%	6	29%	8	24%

**Other Services - Please include other library services you provide to district residents		
Library System	Library	Comment
IHLS	Richland Community College	Reference, study/meeting room use
	Rend Lake College	Copying/printing
RAILS	Morton College	We provide free faxing of documents
	Kankakee Community College	We sell a community patron card for $5.00, allowing access to check out materials. Computer access is offered free to any district resident
	Highland Community College	Interlibrary loan through placing holds in our PrairieCat ILS, but not beyond that catalog.
	Harper College	Study rooms, makerspace when complete, and librarians.
	Moraine Valley Community College Library	Reference services and as a government documents depository, community members have access to these items as well.
	Prairie State College	Fax, scan, copy, reference services

Additional Comments		
Library System	**Library**	**Comment**
IHLS	Southeastern Illinois College	Community patrons may not borrow materials through I-Share. For community patrons, the library uses WorldShare for ILL.
	Wabash Valley College	In our rural county, only city residents are taxed for the public library. The cost for county resident families to use the public library is significant so our college library is their library. We particularly assist with children's literacy programs (Summer Reading & Science) and with home school families. (Note: Mount Carmel Public Library serves this area.)
	Lake Land College	ILL for district residents is limited
	Southwestern Illinois College	We are in the process of phasing out ILL service for community members.
RAILS	Black Hawk College	The Black Hawk College Library is also working on a reciprocal agreement with Moline Public Library. (Update: This reciprocal agreement is officially in place.)
	Kishwaukee College	District residency is defined on pg. 27. Library resources available to district residents is found on p. 151 of https://www.kish.edu/sites/default/files/Academics/catalog/2017-18_KC_CATALOG.pdf.