



CONNECTICUT STATE UNIVERSITY

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RESOLUTION
concerning

POLICY FOR
THE PURCHASE OF LIBRARY MEDIA AND LIBRARY BOOKS

March 4, 1988

WHEREAS, Section 10a-151a of the General Statutes provides that the Board of Trustees shall designate annually an amount to be spent by each campus for the purchase of library media and library books and further provides for the administering of such designated amounts and the reporting concerning the expenditure of same by the President of each campus, be it

RESOLVED, That, as of July 1, 1988, BR#85-92, is rescinded and the provisions of this resolution shall become effective, and be it

RESOLVED, That, as directed and authorized by Section 10a-151a of the General Statutes, the following shall be the policy of the Board of Trustees for the Connecticut State University with regard to the purchase of library media and library books:

1. The following items may be purchased as library media and books for the Connecticut State University Libraries: books, both hard cover and paper back, micro-forms, abstracts, indexes and disk and tape recordings, films, educational software, magazines and periodicals, and similar media.
2. The purchase of library media and books shall be made from the most competitive source, be it an open market, an agent, publisher, a State contract or other source.
3. All purchases made under the authority of Section 10a-151a and this Resolution shall be subject to procedures specified by the President of the Connecticut State University.
4. The President of each campus shall report annually to the President of the Connecticut State University on or before July 10 indicating the results of purchasing library media and books as provided by Section 10a-151a and this Resolution, stating the amounts expended by fund and by type of item.
5. The President of the Connecticut State University shall make a consolidated report to the Board of Trustees not later than September 30.

A Certified True Copy:


Dallas K. Beal, President

CONNECTICUT STATE UNIVERSITY

Fiscal Procedures Memorandum

Purchase of Library Materials

All materials purchased for library collections shall be classified as expenditures under the state accounting system as special identification Educational Equipment (010) and major-minor Books (9-6).

The State Accounting Manual (page 11-59, revision October 1987) defines 9-6 Books as follows:

All books, regardless of cost, purchased for the State Library or educational and other agency libraries where the library is a separate operating division of unit. Also includes films, tapes, microfilm, educational software, etc.

Periodicals, compact discs, abstracts, indexes, and other such media materials will also be coded SID 010, major-minor 9-6.

Sec. 10a-151a of the Connecticut General Statutes on Purchase of library media by constituent units reads as follows:

- (a) Notwithstanding the provisions of any general statute or regulation to the contrary, the boards of trustees for the regional community colleges, the state technical colleges, the Connecticut State University and The University of Connecticut shall annually designate from the funds available to each board for equipment an amount to be spent by each institution under its jurisdiction for the purchase of library media and library books for each such fiscal year.
- (b) Within the limitations of funds designated pursuant to subsection (a) of this section by each board of trustees for the purchase of library media and library books, the expenditure of such funds and the purposes therefor shall be in the sole jurisdiction of the chief executive officer of each institution, subject to the policies of the board of trustees and shall not be subject to the approval of any other state agency, but shall be subject to auditing procedures required pursuant to section 2-90, provided the purchase of library media shall be made from the most competitive source. Such officer shall report annually to the board of trustees of his respective institution on the expenditure of funds.

Effective for the fiscal year beginning July 1, 1988 amounts designated by the Board of Trustees for Connecticut State University for the purchase of library media and library books shall include funds for periodicals and other materials listed above.

In accord with the CSU Board of Trustees policy for the Purchase of Library Media and Library Books, the annual report by each campus on the expenditure of these funds shall be classified by fund and by type of item. This report is due each July 10th for the preceeding fiscal year; it should be submitted to the attention of the Vice President for Finance and Management.