

Policies of the University of North Texas Health Science Center	Chapter 04 – Administration
<b>04.205 Policy on Remote Access to Networked Electronic Resources</b>	

**Policy Statement.**

One of Lewis Library’s goals is to provide UNTHSC students, staff, and faculty access to the bibliographic tools and resources needed to conduct teaching, research, service, and patient care activities. A key aspect of this access is allowing for remote use of electronic resources. Remote access is provided only to UNTHSC students, staff, and faculty with an active UNTHSC network account and up-to-date security training.

The electronic resources offered by Lewis Library are produced by commercial publishers and academic societies, and their availability is contingent upon Lewis Library and UNTHSC entering into legal agreements limiting access. The agreements typically limit use of the resources to UNTHSC students, staff, and faculty, and to individuals physically present in Lewis Library. In order to ensure compliance with these contracts and continued access to the resources, Lewis Library issues the following policy.

All users connected to the UNTHSC computer network from a UNTHSC campus building and all individuals using the public computers in Lewis Library have seamless access to the databases and electronic journals found on the library’s website.

1. Only UNTHSC students, staff, and faculty with active UNTHSC network accounts and up-to-date security training may access the Library’s restricted electronic resources from outside the campus network.
  
2. Adjunct faculty with an active UNTHSC network account and up-to-date security training are able to access the library’s electronic resources remotely. For adjunct faculty who are employees of businesses with which Lewis Library has fee-for-service arrangements, this access is not meant to be a substitute for the fee-based services.
  
3. No “access for fee” options are available to non-UNTHSC individuals. Those not affiliated with the university must directly contact a database or journal vendor to arrange for personal access.
  
4. Users of the library’s restricted electronic resources must adhere to applicable licensing restrictions, copyright law, and UNTHSC policy. For more information, see the library’s Policy on Use of Library Computers and Electronic Resources at <http://www.hsc.unt.edu/policies/PolicyStorePDF/Policy%20on%20Use%20of%20Library%20Computers%20and%20Electronic%20Resou>
  
5. This policy shall be considered and applied in conformity with other UNTHSC policies, including but not limited to the library’s Policy on Use of Library Computers and Electronic Resources and the UNTHSC Acceptable Electronic Communications Use Policy at <http://www.hsc.unt.edu/policies/IR Policies/ 4 IR/4 301.pdf>
  
6. Lewis Library policies can be found online at <http://www.hsc.unt.edu/policies/ PoliciesList .cfm>, under the *Administration* chapter. Print copies of the policies can be obtained at the Library Circulation Desk.

**Application of Policy.**

This policy applies to all users of the library’s electronic resources

**Definitions.**

**Procedures and Responsibilities.**

1. All UNTHSC faculty, staff, and students will establish a UNTHSC network account and maintain authorized access.  
Responsible party: UNTHSC faculty, staff, and students

**References and Cross-references.**

04.202 Policy on Use of Library Computers and Electronic Resources

04.301 Acceptable Electronic Communications Use Policy

**Forms and Tools.** (optional)

Approved: May 2007

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