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Owner Samuel Dyal:  
Assistant  
Director of  
Library Services  
Area Library

## Library Gift Policy

### Giving to the Library

Roseman University of Health Sciences gratefully accepts monetary gifts for use in building the collection or other purposes. Such gifts will be handled in accordance with the University's Gift Acceptance Policies and Guidelines, including approval in advance of acceptance where indicated. All contributions should support and enhance the mission and purpose of Roseman University.

### Books and Other Materials

Roseman University of Health Sciences Library accepts donations of print books and other materials. It is infrequent for such gifts to be added to the collection due to an emphasis on collecting materials that are available online. Print books and other materials will be reviewed in accordance with our Collection Development Policy. Gifts not added to the collection may be used to support the Roseman University Library in other ways.

Library gift materials are accepted with the understanding that no restrictions may be placed onto the items by the donor. Once received, items become the property of the University and will be evaluated to determine appropriateness for our collection. Final decisions about acceptance into the collection rest with the Director of Library Services or designees. Items not accepted into the collection may be disposed of, passed along to a more suitable location, or sold as determined by the library.

The library will not assign a monetary value to any gift materials. If the donor wishes to have an outside appraiser assign a monetary value to the items for tax purposes, you should do so prior to donation. Items of potential value over \$5000 must be appraised by an independent third-party appraiser in accordance with current tax law requirements and the University's policy on Gifts of Personal Property.

## All Revision Dates

02/2024, 10/2009

## Approval Signatures

Step Description	Approver	Date
Administrative Council	Renee Coffman: President	02/2024
Unit Head Approval	Tiffany Garrett: Director of Library Services	02/2024
Initial Review	Samuel Dyal: Assistant Director of Library Services	02/2024

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