

Augusta University

Policy Library

Library Services for People Who Are Disabled

Policy Owner: Library

POLICY STATEMENT

Augusta University Libraries provide equipment and assistance to make all collections and services accessible to users who are disabled. Library staff members are available to assist all patrons during open hours of library operation.

REASON FOR POLICY

This policy is designed to ensure ready access to library resources for people who are disabled. In cooperation with the Office of Testing and Disability Services, the libraries must meet the needs of patrons with physical challenges, in accordance with the *Americans with Disabilities Act of 1990* and *Section 504 of the Rehabilitation Act of 1973*, as amended.

AFFECTED STAKEHOLDERS

Indicate all entities and persons within the Enterprise that are affected by this policy:

- Alumni
- Faculty
- Graduate Students
- Health Professional Students
- Staff
- Undergraduate Students
- Vendors/Contractors
- Visitors
- Other: Community Users

DEFINITIONS

- **Disabled:** Patrons who require additional services to fully use library resources. Considerations include mobility, hearing, sight, etc.
- **TTY:** teletypewriter

PROCESS & PROCEDURES

Available Services at all AU Libraries:

Parking

Special parking privileges are available for individuals with a valid handicap plate or handicap hangtag. Handicap plates and handicap hangtags must be registered to the patron. Additionally, patrons must have a current patron parking decal or guest parking pass. For access to Reese Library, designated parking spaces are located on the east side of the Jaguar Student Activities Center (JSAC). For access to Greenblatt Library, designated parking spaces are available outside Greenblatt Library's main entrance. Visitor parking passes and applications for state of Georgia handicap decals are available in the parking office.

Office of Compliance and Enterprise Risk Management Use Only

Policy No.: 3284

Policy Sponsor: Type the title of the Executive Leader of the department.

Originally Issued: 09/14/2016

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Last Review: 06/27/2017

Building Access

Wheelchair ramp access to the JSAC is available on the west end of the JSAC building. The main entrance of Reese Library, located inside the JSAC, is wheelchair accessible. The main entrance to Greenblatt Library is wheelchair accessible.

Collection Access

With the exception of a few sections, aisles between the stacks are at least 36 inches wide. Staff members are available to retrieve items for patrons who are disabled upon request, so long as the patron is present at time of request.

Furniture

Study carrels, table tops, and public service desks meet ADA guidelines.

Elevator

The elevators at both Reese and Greenblatt Libraries are wheelchair accessible and are marked with Braille. The Reese Library elevator is located in the center of the building, past the Information Desk. The Greenblatt Library elevator is adjacent to the Information desk.

Restrooms

Each floor has wheelchair-accessible restrooms and water fountains.

Emergency Procedures

Both libraries have fire alarm systems which produce sirens and flashing lights when activated.

Additional Services at Available Reese Library:

Telephone

A TTY phone for persons with a hearing impairment is located in the Administration Office.

Computers

One computer with adjustable worktable for wheelchair accessibility is available. One computer located in the Reference area has software available to translate text to audio.

Enlargers

Room 214 contains two optical enlargers and one lamp with an attached magnifying glass. One optical enlarger is available next to the computer designed for universal access in the Reference area.

Reese Library Emergency Procedures

There are two emergency evacuation chairs in the library located on the second floor.

REFERENCES & SUPPORTING DOCUMENTS

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RELATED POLICIES

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APPROVED BY:

President, Augusta University and CEO, AU Health System Date: 06/27/2017