



VUL LIBRARY CODE OF ETHICS

Code of ethics for Library employees

The statements that follow sets forth the ethical obligations of individuals as VUL Library staff member,

- A. To maintain the principle of the ALA Library Bill of Rights.
- B. To maintain the principles of the VUL Library Mission Statement.
- C. To understand and execute the policies of the College and Library, and to express, in a positive manner, any objection with the policies, philosophy or programs of these institutions to appropriate University Executive personnel.
- D. To maintain an objective and open attitude of understanding, courtesy, and concern for each patron.
- E. To protect the essential, confidential relationship which exists between a library user and the library.
- F. To serve all patrons equally according to their needs.
- G. To make the resources and services of the Library known and easily accessible to all users.
- H. To avoid any possibility of personal financial gain at the expense of the employing institution.
- I. To be aware of the obligations of employment and of what constitutes abuse of working conditions.
- J. To acknowledge the importance of the work done by all staff in all divisions of the Library.
- K. To maintain a sense of loyalty, respect, and cooperation in our relationships with fellow staff.
- L. To carry out assignments so that fellow staff members need not assume added responsibilities, except in emergencies and as assigned.
- M. To share knowledge, experience, and expertise with others.
- N. To use the resources of the Library and College in an efficient and economical manner, consistent with service to the library user.

- O. To use care and discretion to distinguish between private actions and speech, and those actions that are taken in the name of the Virginia University of Lynchburg. This policy should be interpreted as consistent with the rights to take part in public debate and to engage in social political activity.

Number: ALA Policy on Professional Ethics

Since 1939, the American Library Association has recognized the importance of codifying and making known to the public and the profession the principles which guide librarians in action. This latest revision of the Code of Ethics reflects changes in the nature of the profession and in its social and institutional environment. It should be revised and augmented as necessary.

Librarians significantly influence or control the selection, organization, preservation, and dissemination of information. In a political system grounded in an informed citizenry, librarians are members of a profession explicitly committed to intellectual freedom and the freedom of access to information. We have a special obligation to ensure the free flow of information and ideas to present and future generations.

Librarians are dependent upon one another for the bibliographical resources that enable us to provide information services, and have obligations for maintaining the highest level of personal integrity and competence.

Code of Ethics

1. Librarians must provide the highest level of service through appropriate and usefully organized collections, fair and equitable circulation and service policies, and skillful, accurate, unbiased, and courteous responses to all requests for assistance.
2. Librarians must resist all efforts by groups or individuals to censor library materials.
3. Librarians must protect each user's right to privacy with respect to information sought or received, and materials consulted, borrowed, or acquired.
4. Librarians must adhere to the principles of due process and equality of opportunity in peer relationships and personnel actions.
5. Librarians must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of an institution or professional body.
6. Librarians must avoid situations in which personal interests might be served or financial benefits gained at the expense of library users, colleagues, or the employing institution.

(Adopted June 30, 1981, by ALA Membership and ALA Council.)