

A.6.000 TUITION, SCHOLARSHIPS, AND FEES



A6.100 University of Hawaii Library External Services

1. Purpose

The purpose of this section is to describe the authority, the rationale, and the fee structure that governs the implementation of the University Library External Services Program (ESP).

2. Delegation

The President has delegated the responsibility for the administration of the University Library External Services Program to the Office of Technology Transfer and Economic Development.

3. Fee Schedule for the ESP

a. Authority to Set Fees for the Fee-based Library External Services Program

- 1) Act 1, SpSLH, 1988 Relating to Telecommunications and Information, Section 14.
- 2) Hawaii Revised Statutes, Section 304-2 University to be public corporation; general powers.
- 3) Hawaii Revised Statutes, Section 304-5 Purposes of university.
- 4) Hawaii Revised Statutes, 1989 Supplement, Section 304-8.92 Discoveries and inventions revolving fund.
- 5) Hawaii Revised Statutes, 1989 Supplement, Section 304-8.93 Library special fund.
- 6) BOR Policies and By-Laws, Section 6-1, Fixing of Fees and Charges.

b. Fee Schedule Rationale

The fee structure is based on the following understandings:



- 1) Fees will be structured to enable the program to cover its operating costs on an annual basis. However, the program is not expected to be self-supporting until its third year of full-service operation.
 - 2) The fee schedule will be fair and reasonable and comparable with other academic library fee-based services of similar quality universities in the United States.
 - 3) Services will be provided at the same fee on a State-wide basis.
- c. Fee Schedule (see Hawaii Administrative Rules 20-21, approved by Governor John Waihee, with an effective date of March 16, 1992).

<u>Service</u>	<u>Fees and Other Charges</u>
Online Computer	\$60 per hour, half-hour minimum, plus
Database Search	online costs. Same day service, an additional \$40.
Customized Library Information Research	\$60 per hour, one hour minimum, plus direct costs, e.g., online, long distance, photocopying, and mailing costs. Same day service, an additional \$60. (Development of information research strategy and deliverables.)
Document Retrieval	Photocopying: \$12 per article, up to 20 pages; \$.25 per page thereafter plus applicable charges. Fact retrieval: \$5 per item plus labor costs and online costs. Verification of citations: \$5 per item plus online costs. Books from UH campus libraries: \$15 per volume (2-week loan). Books from other sources: \$25 per volume plus applicable charges (loan period may vary).



Rush service: \$7.50 per item surcharge with 24-hour turnaround.

Super rush service: \$15 per item surcharge for same day service by the end of the business day if submitted by noon, Hawaii Standard Time.

Document Delivery

Facsimile transmission within the State of Hawaii; \$15 per article up to 20 pages; \$.75 per page thereafter plus applicable charges.

Facsimile transmission out of State: \$20 per article up to 20 pages; \$.75 per page thereafter plus applicable charges.

Delivery by U.S. Postal Service; \$2 administrative cost per item plus cost of postage.

Audio/Visual
Production Services
and Rental

Audio/visual rentals: \$20 per item.

Language lab cassette duplication: \$20 per copy

Language lab broadcast standard recording; Variable costs, depending on specific task or job request.

Video Services

Variable costs, depending on specific task or job request.

Satellite Earth
Station Services

Language lab satellite feeder: variable costs, depending on specific task or job request.

Language lab satellite uplink: variable costs, depending on specific task or job request.

Translation Services

Variable costs, depending on language, length, readability of document, and technical complexity, among others.

Deposit Accounts

\$1,000 minimum balance required.

Subscription Services	Variable costs, depending on specific service.
Copyright Royalty	Copyright royalties will be collected from end users and remitted to Copyright Clearance Center, Inc., or other royalty collection agent of copyright owners.

Note: These represent initial fees and charges which have gone through administrative rule-making and have been approved by the Board of Regents and the Governor of Hawaii. Any future adjustments will be based on a combination of: (1) cost of services and (2) comparability with continental U.S. fee-based academic library services of institutions of comparable size, quality, and mission.