

Accessing Unitec libraries' electronic resources

Through its libraries Unitec provides Unitec students and staff with access to electronic resources, the most popular being e-books and articles in e-journals.

Library staff manage licence agreements and pay subscription fees to vendors for these electronic resources. Staff also manage access to these resources.

The licence agreements are binding legal agreements between Unitec and vendors.

Each licence agreement defines who is able to access resources.

A typical vendor licence states:

Authorized users/Sites

The following are authorized users for purposes of this Agreement:

Faculty members (including temporary or exchange faculty for the duration of their assignment), graduate and undergraduate students, staff members, and independent contractors acting as faculty or staff members who are (i) officially affiliated with Unitec at Unitec's locations (listed in Schedule 2) and (ii) permitted by Unitec to access the licensed products by secure authentication

The vast majority of our agreements are like this. They authorise access for students enrolled in Unitec courses and Unitec faculty and allied staff via a secure authentication system.

At Unitec, we **authenticate** with our Peoplesoft system.

Once authenticated in Peoplesoft (by being issued with a login), a person is deemed to be a student or staff member of Unitec and is able to access Library licensed resources.

Our Library Management System **authorises** students and staff members to have access to resources according to their status as a Member or Associate Member.

The access for these members is spelled out in Schedule I of the Library Policy 2008, 'Privileges, fees and limits'. Different categories of members have different levels of access.

It is a requirement that

1. all prospective **students** are enrolled in one or more courses at Unitec and are entered on the Student Management System as a student of Unitec
2. all **staff** who are deemed Unitec staff are entered into Peoplesoft.

Notes:

1. Students who are not enrolled in courses in Peoplesoft cannot be provided with access to electronic resources.
2. Students who are enrolled in, or employed by, other tertiary organisations, but are being taught at Unitec, cannot be entered into Peoplesoft and provided with Unitec student logins.
3. 'External' staff who are teaching at Unitec, but are employed by another tertiary organisation cannot be entered into Peoplesoft and provided with Unitec logins (as they are not Unitec 'faculty members') unless the organisation has a current Memorandum of Arrangement with Unitec allowing such authentication.
4. 'External' staff who assist Unitec students 'on practicum' and are employed by another organisation cannot be entered into Peoplesoft and provided with Unitec logins, unless the organisation has a current Memorandum of Arrangement with Unitec allowing such authentication.
5. Under the terms of Unitec's agreements with vendors, Unitec Library is prohibited from providing logins to 'external' students and staff that would provide access to licensed database resources.

Peter Hughes / Library Director

June 2009