

A-013 RECONSIDERATION OF MCFARLAND LIBRARY MATERIALS

Date of Last Review: April 21, 2025

Date and Subject of Amendments

4/21/2025 – Creation of policy in response to Minnesota law.

In accordance with Article 7, Sec. 2 of Minnesota Session Laws 2024, Chapter 109—S.F.No. 3567, the following procedures will be completed where the request for removal of materials from McFarland Library collection is concerned.

Procedure

Requests for consideration will only be taken from verified McFarland Library users which includes current students, faculty, and staff. Community borrowers or third-party people do not have this privilege.

Each challenged material must have a separate Request for Reconsideration of Library Materials filled out in detail. Criticism must be presented in person to the McFarland Library.

The Request for Reconsideration of Library Materials must be wholly complete, in the complainant's own words, and signed by the complainant otherwise the request will be rejected. Government identification is required from the person filing and signing the request or the request will not be accepted.

Decision-Making

The McFarland Library faculty will analyze the request for merit. If it is determined that merit does not exist, the request will be denied. A written response describing the rejection of the request will be provided to the complainant.

If the McFarland Library Faculty determines that the request may have merit, the faculty will examine the material in question and decide whether the material should be removed or retained. The complainant may attend and may speak at the McFarland Library faculty meeting, but they must do so themselves; no surrogates are allowed.

After the McFarland Library faculty has reached a decision, a written copy of the decision will be supplied to the complainant upon request. An item will be retained if a majority of faculty members vote in favor of retention.

Appeals

If the request was rejected after being wholly filled out, the complainant may ask to present the request in person to the Dean of Arts, Letters and Sciences. A complainant whose request was rejected for not being filled out properly, not showing government ID, or from an individual who does not have this privilege at SMSU may not present their request to the Dean.

The Dean of the College of Arts, Letters and Sciences' decision is the final word on the matter. There is no avenue of appeal.

Reporting

Upon the completion of a content reconsideration process, a report will be submitted to the commissioner of education as outlined in Article 7, Sec. 2 of Minnesota Session Laws 2024, Chapter 109—S.F.No. 3567.

Policy History

Date of Adoption: April 21, 2025

Note: While every effort is made to ensure accuracy, SMSU reserves the right to correct any clerical errors herein. Also, you can submit feedback.