

## **CHALLENGED MATERIALS PROCEDURES**

The library considers material objectionable only if the material taken as a whole lacks serious literary, artistic, political or scientific value. Selected passages or individual sentences or words do not constitute evidence or grounds for deletion from the collection.

In the event that an objection is raised, the following procedure will apply:

1. The objection will be heard first by the person responsible for the acquisition of the item.
2. If an understanding is not reached, the complainant shall be asked to fill out a form "Request for Reconsideration of Materials." This form is available from the library staff and on the library website. The forms are located in the challenged book file in the filing cabinet in the Taylor Building.
3. The completed form shall be submitted to a committee appointed by the Board of Directors.
4. The review committee shall examine the material in question and check general acceptance of material by reading reviews, weighing values and faults, and form opinions based on the material as a whole and not passages or portions pulled out of context.
5. The review committee will meet to discuss individual findings and prepare a written report.
6. If the complaint cannot be resolved, assistance should be sought from professional organizations, such as the Intellectual Freedom Committee of the ALA (American Library Association).

**RICE PUBLIC LIBRARY**  
**REQUEST FOR RECONSIDERATION OF MATERIALS**

Author \_\_\_\_\_

Title \_\_\_\_\_

Publisher (if known) \_\_\_\_\_

Request initiated by:

\_\_\_\_\_

Telephone

\_\_\_\_\_

Address

\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Complainant represents: \_\_\_\_\_ Him/Herself \_\_\_\_\_ Organization or group \_\_\_\_\_

If organization or group, please identify: \_\_\_\_\_

\_\_\_\_\_

1. To what in the material do you object? (Please be specific; cite pages, scenes, quotations, etc.)

\_\_\_\_\_

\_\_\_\_\_

2. What do you believe might be the result of having access to this material?

\_\_\_\_\_

\_\_\_\_\_

3. For what age group would you recommend this material?

\_\_\_\_\_

4. Is there anything good about it?

\_\_\_\_\_

\_\_\_\_\_

5. Did you read/view/listen to the entire material? \_\_\_\_\_ What parts?

\_\_\_\_\_

6. Are you aware of the judgment of this material by literary/film critics?

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7. What do you believe is its theme?

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8. What would you like the library to do about this material?

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9. In its place, what item of equal quality would you recommend that would convey an appropriate perspective of the topic?

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Date \_\_\_\_\_ Signature of complainant

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Staff member accepting request: