

September 11, 2009

To the Students and Faculty of the Atlanta University Center (AUC):

We are always concerned with preserving your comfort and well being during your research or study visit. We want to remind you that *Your Library* has a comprehensive security plan in place, which includes:

- **Patron and Building Safety Measures:**
 - Trained security officers on foot patrolling inside and outside the Library building during hours of operation
 - Three emergency call boxes (Beckwith Street, Brawley Street and Library Parking Lot) connecting directly with the Woodruff Library Security and Clark Atlanta University Public Safety departments
 - Video surveillance inside and outside Library building
 - Security Escort service to Library parking lot upon request
 - Regular PA alerts announcing availability of Security Escorts
 - Well-lit Library building exterior all hours
 - Identification and bag checking

- **Library Access Policy:** Providing Library access to AUC faculty, staff and students **only** after 5 PM

- **Woodruff Library Transportation Service:**
 - Shuttle Service available every hour the Library is open during fall and spring semesters
 - Multiple routes arriving at campus and MARTA stops every 15 to 30 minutes on weekdays; a little longer on weekends
 - AUC ID required to board shuttle
 - Call 404-978-2060 for shuttle route information and more

- **Participation in AUC Council of Chief Security Officers:** Library safety officers collaborate with each school security department and the Atlanta Police Dept.

NOTE: Regular Library Hours – Open until midnight, Sunday-Thursday; Until 6 PM, Fridays and Saturdays (Full Library calendar at: www.auctr.edu)

The safety and security of Atlanta University Center students, faculty and staff is important to every member of the Woodruff Library staff. Let us know if we can do more to make you feel safe. Send your comments and ideas to comments@auctr.edu. Thank you.

Loretta Parham
CEO & Library Director