Dayton Memorial Library (DML) is the main library facility of Regis University. It offers the Regis community and Denver area residents a significant collection of print, multimedia, and online resources. Notable features of the library include 300 individual study stations, numerous group study rooms, individual faculty carrels, shelving capacity for up to 400,000 volumes, RegisNET and wireless access throughout the building, a multimedia production lab, and an electronic instruction classroom.

COLLECTIONS:

Dayton Memorial Library offers public access to its collections, including print books, eBooks, numerous electronic resources, and current journals. Online access to the library’s collections is available through our website.

Regis Library Catalog—The library’s holdings of books, journal subscriptions, government publications, and multimedia materials can be identified through Lumen, the library catalog.

Databases—The library subscribes to hundreds of databases, which provide access to thousands of full-text journals. Access is available from any computer in Dayton Memorial Library or from any networked computer at a Regis campus location. Remote access to most library resources is available using your RegisNET username and password, though some resources will still require a password from the research help desk. Start your research by selecting the Articles tab on the library website. Click the A-Z Database List or Subject & Course Research Guides links.

Reserves—Faculty may assign certain readings or videos to a class and place them “on reserve” at the library circulation desk. To ensure equal access by all students, most reserve items are loaned for two-hour periods only and may not be taken outside the library. Other items may be available on electronic reserves. Use the Reserves tab on the library website to access the reserves system. Contact the research help desk if you have questions about accessing electronic reserves.

Archives and Special Collections—University records and rare items are housed on the fourth floor. Research using these materials may be scheduled through the archivist by calling 303-964-3612.

SERVICES:

Research assistance—Librarians can provide assistance in locating facts, refining research strategies, focusing topics, selecting appropriate databases or other resources, gaining remote access to electronic databases, or interpreting research results. In-depth assistance for larger research projects, called a research consultation, is available by appointment. You may contact the reference desk by calling 303-458-4031 or via e-mail at library@regis.edu. You can also chat with a librarian 24/7—just click on the Chat with a librarian 24x7 link within the Ask Us! box the on the library website.

Interlibrary Loan—Currently-enrolled students, faculty, and staff may use interlibrary loan to borrow books and journal articles not owned by the Regis library. Interlibrary loan can take from a couple days to three weeks, so please submit your requests as far in advance as possible. To submit your requests online, click the Interlibrary Loan tab on the library website. Then click the Login to Interlibrary Loan link. You may contact the interlibrary loan office by calling 303-458-4263 or via e-mail at interlib@regis.edu.

Prospector—Currently enrolled students, faculty, and staff may request books and other items from Regis and other Colorado libraries through the Prospector System, normally requiring only 4-5 days for delivery. Just use the Request Item link on the Prospector screen when you find something you want to borrow. To start using Prospector, click the Books & More tab on the library website. Then click the Search Prospector link.

Media Services—Media Services, located on DML’s first floor, loans media items to Regis students, faculty, and staff. DML’s audio-visual collection includes DVDs, VHS videos, 16-mm film, filmstrips, CDs,
vinyl LPs, and audio cassettes. The William E. Becker, S.J., Slide Collection of over 80,000 slides is a rich resource for art history. Equipment for the playback of all A/V formats may be borrowed from Media Services. Advance reservation is strongly advised to ensure availability.

**Dayton Memorial Library hours (Fall & Spring):**
(call 303-458-4030 for summer hours)

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday - Thursday</td>
<td>7:00 a.m. - 1:00 a.m.</td>
</tr>
<tr>
<td>Friday</td>
<td>7:00 a.m. - 6:00 p.m.</td>
</tr>
<tr>
<td>Saturday</td>
<td>9:00 a.m. - 6:00 p.m.</td>
</tr>
<tr>
<td>Sunday</td>
<td>10:00 a.m. - 1:00 a.m.</td>
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</tbody>
</table>

**Borrowing information:**
Please present a valid ID when checking out materials. Three renewals per title are allowed (in person or by phone), unless another patron has requested the item. Only one renewal allowed for Prospector items.

**Loan periods:**
- Regis Undergrads: 4 weeks
- Regis Grad Students: 8 weeks
- Regis Faculty: 16 weeks
- Regis Staff: 4 weeks
- Non-Regis Borrowers: 4 weeks
- Prospector items: 3 weeks

**DML phone numbers**
- Circulation: (303) 458-4030
- Interlibrary Loan: (303) 458-4263
- Research Desk: (303) 458-4031
- Fax: (303) 964-5497
- Administrative Offices: (303) 458-3556
- Media Services: (303) 458-4265
- Archives & Special Collections: (303) 964-3612

If outside the 303 area code, call our toll-free number 800-388-2366 (enter a four digit extension above when prompted)

**Fines:**
Please note that overdue and lost item notices are sent once as a courtesy. Failure to receive notices does not absolve responsibility for replacement or processing fees.

- All regular library materials (books, videos, DVDs, software) are assessed a $100.00 fee per item when lost, consisting of a $75.00 replacement fee and a non-waivable $25.00 processing fee.
- Lost Prospector books are assessed a $100 fine. Other Interlibrary Loan items are assessed a $15.00 service fee as well as a replacement fee that is set by the owning library.
- Overdue recalled items (those requested by another patron) are considered lost and are assessed a $100.00 fee.
- Overdue media items are fined at the rate of $1.00 per day.

For more information, visit the Regis Library website: [regis.edu/library](http://regis.edu/library)