



## Conduct of Patrons

The library is a place for study and scholarly activity. The staff and administration of the library strive to provide such a space for our patrons. In this regard, library patrons are expected to adhere to the library code of conduct. Please visit the library's website for additional information regarding this code.

We anticipate that library patrons (hereafter "patrons") will:

1. Follow all library policies, including those regarding food and beverages, cell phones, and computer use.
2. Exit the building when instructed to do so by closing announcements or fire alarms.
3. Engage with library personnel with courtesy and respect.
4. Respect other library patrons at all times. Avoid loud conversations, disruptive behavior, and non-academic or non-research use of the library.
5. Respect the access privileges of other library patrons. It is prohibited to knowingly misplace library materials or delay their return.
6. Take proper care of library books and other materials. Materials in the library should not be written on or altered in any way. Patrons are responsible for the upkeep of items they have checked out.
7. Maintain library furnishings, equipment, and facilities. Leave the library furniture where it is.
8. Never leave personal items unattended. The library is not responsible for items that are lost or stolen.
9. Ensure the clothing and footwear do not violate university regulations.
10. Leave pets behind. The exception is that service animals (e.g. blind dogs) are permitted.
11. Refrain from using the library for any other purpose than library-related.
12. Never enter "staff only" areas without a scheduled appointment or in the event of an emergency.
13. Do not sleep in the library.

In addition, library patrons are expected to comply with all university regulations and local laws regarding the library:

1. Smoking is prohibited inside the building.
2. The use, possession, and storage of all types of weapons are prohibited.
3. The use, possession, and distribution of controlled substances, alcoholic beverages, and illegal drugs are all prohibited.
4. Sexual misconduct and lewd or obscene conduct are prohibited.

Consequences:

1. If a patron violates the code of conduct, the library will contact the appropriate departments/office.
2. If the library user is a student in violation of the Code of Student Conduct, the library might notify the appropriate Dean (university staff member) of the Student.
3. The library will charge the patron for any lost, missing, damaged, or defaced items, as well as a processing fee.
4. The library has the power to remove code of conduct violators from the building and/or revoke their library privileges.