
Library and Learning Resource System – Code of Conduct

The Library and Learning Resource Center (LRS) is committed to providing collections and services that support the educational and professional goals of the Gnomon community. As such, it is important that the environment be inviting and free from distraction. To meet that goal, users are informed of the following guidelines.

All users of the Library & Learning Resource Center (LRS) are required to:

Respect Others

- Disruptive behavior, including excessive noise, abusive language, and/or harassment of others or Library staff, is strictly prohibited.
- Please keep conversations at a low volume.
- Staff workstations, service desks, and/or offices are reserved for Library staff only.
- Please leave the Library when instructed (e.g., at closing and during emergency evacuations).
- No solicitation is allowed.

Respect Library Materials

- Unauthorized removal of Library materials, equipment, or property is strictly prohibited.
- Users who deliberately damage Library materials (e.g., cutting, marking, etc.) will be held responsible for its repair and if necessary, replacement.

Silence Cell Phones

All telephone calls must be taken outside of the Library.

Eat Before Coming to the Library

- Food is not permitted in the Library.
- Drinks in spill-proof containers are allowed.

Request Filming/Photography in Advance

All filming requests must be approved in advance by the Director of Library and Learning Resources. If you are found filming or photographing without prior authorization you will be asked to delete any images and/or to leave the Library. Photography is limited to specific Library materials – please see the Director of Library and Learning Resources for assistance.

Avoid Excessive Noise

Individuals and groups are welcome to study in the Library. If you engage in behavior that creates a disturbance to your fellow students, you will be asked to quiet down. If it continues, and you are warned more than once, you will be asked to leave the Library.

Exercise Their Intellectual Freedom

All titles (print, electronic and audiovisual) have been purchased by the Library in support of the programs offered by Gnomon and are available to Library users. The Library supports the American Library Association's (ALA) principles, including the *Library Bill of Rights*, *Freedom to Read*, and *Freedom to View*.

For more information please visit the ALA website at ala.org/ala/oif/statementspols/statementspolicies.cfm

Be Aware of the Consequences for Violating Code of Conduct Guidelines

The purpose of this conduct guide is to inform users of our collective responsibility in supporting a healthy, productive research environment for all. Doing your part is appreciated and necessary to fulfill this promise. If you see a violation, please bring it to the attention of the Director of Library and Learning Resources. Incidents are subject to reporting to Gnomon's Student Affairs for review and follow-up.

This Policy supplements the Gnomon Student Catalog policies outlined and made available on the Gnomon website at gnomon.edu/files/gnomon-catalog.pdf.