

## Clayton State University Library

Policy Name: Library Code of Conduct

Effective Date: January 3, 2018

Review Date: November 12, 2019

### Policy

Users of the Clayton State University Library have the right to expect an environment conducive to study and research, and free of disruptive activity. Users are expected to abide by the rules established by the University and the [Undergraduate and Graduate Student Code of Conduct](#).

Users will refrain from:

- Creating a disturbance or behaving in any manner that interferes with normal use of the Library, or that affects the staff's ability to provide service.
- Removing or attempting to remove materials or property without checking them out or without proper authorization.
- Concealing materials in the Library for the exclusive use of an individual or group.
- Misusing, damaging, or defacing materials, equipment, or property.
- Exhibiting any threatening or intimidating behaviors that is potentially unsafe or harmful to self or others.
- Engaging in any form of verbal abuse or harassment.
- Being in an unauthorized area or remaining in the building after closing or when requested to leave during an emergency.
- Engaging in sexual activities, indecent exposure, harassment, or making unwanted or inappropriate advances.
- Posting notices or leaving unsolicited materials anywhere other than designated spaces or boards.
- Opening marked emergency exits except in emergency situations.
- Violating the Children on Campus Policy by leaving children unsupervised in the Library.

### Resources

Undergraduate and Graduate Student Code of Conduct  
<https://www.clayton.edu/students/student-code-of-conduct.pdf>

### Compliance

Persons who commit or attempt to commit offenses enumerated in the Clayton State University Undergraduate and Graduate Student Code of Conduct, issued by the Office

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of Student Life, or in the Library Code of Conduct Policy whether a member of the University Community or not, may be accountable to both civil authorities (city, state, or federal) and to Clayton State University.

Failure to follow library policies may result in loss of library privileges and referral to the Office of Community Standards.