

## Meriam Library Public Use Policy

We ask for your cooperation to maintain the Meriam Library as a safe and welcoming space for study, research, thought and collaboration. This policy outlines how CSU, Chico protects the library, library materials and library users. Violations of this policy are considered misconduct. Meriam Library Public Use Policy wording is derived from federal, state and/or municipal law as well as university and library policies.

### Enforcement:

- Library staff members will take appropriate steps to enforce these policies. First, users will be asked to comply with the policy. Failure to comply will result in a request for identification and the user will be escorted from the Library. Repeated failure to comply may result in a referral to the University Police or the Office of Student Judicial Affairs. Please refer to “Student Discipline” in the CSU, Chico University Catalog and Title 5 of the California Administrative Code for more information.
- The Library reserves the right to contact the University Police or the Office of Student Judicial Affairs when circumstances require immediate action to protect the library and/or its user.

### Unacceptable personal conduct includes:

- **Noise** is the most common complaint. We ask you to be considerate of others. **If you can be heard at the next table (within 4 feet), the noise is excessive.**
- **Cell phones, iPods, pagers** should be switched to non-audible settings when you enter the library. You may converse on your cell phone in the main lobby only.
- **Abuse of, threat to and/or harassment**, physical or verbal, of library patrons or library staff, including challenges to library staff or other patrons requesting compliance with these policies.
- **Loitering:** wandering from place to place without apparent reason or business and refusing to identify oneself and to account for one’s presence when requested.
- **Animals:** The only animals permitted are those trained to assist persons with disabilities.
- **Computer Use:** Using library computers to view materials that create an intimidating, hostile or offensive working or learning environment. All computer use is governed by the campus Computer Use Policy (Executive Memorandum 07-01) located at [http://www.csuchico.edu/prs/EMs/EM07/em07\\_01.shtml](http://www.csuchico.edu/prs/EMs/EM07/em07_01.shtml).
- **Disorderly conduct** while under the influence of alcohol or any controlled substance.
- **Weapons** of any kind into the library complex.
- **Sleeping** beyond the usual short study induced nap.
- **Tobacco** use in any form including smokeless tobacco.

### Food and Drink policies:

- Spill-proof drink containers are permitted
- Snack foods are permitted
- Food containers must be enclosed when entering or moving around in the library, no uncovered plates or dishes please.
- The delivery of food to the library is not permitted (library-authorized events excepted).
- Dispose of your trash; clean up spills, crumbs, or sticky tables

- Eating and drinking are not permitted at library computers or in Special Collections.

**Unacceptable building use policies include:**

- **Being in an unauthorized area** of the library or remaining in the library complex after it is closed or when requested to leave during emergency situations.
- **Opening emergency exits** or setting off security and/or emergency alarms except in emergency situations.
- **Vandalizing** or defacing any part of the library building complex, its furniture or equipment.
- **Mutilating library materials** by marking, underlining, removing pages, bindings, or in any other way defacing or damaging library materials.
- **Maliciously accessing**, altering, disconnecting, deleting, damaging or destroying any library computer system, network, computer program or data.
- **Blocking an aisle** with an electrical cord.
- **Bicycles** are not permitted in the library; **skateboards** must be placed where they do not create a hazard.
- **Moving furniture** or fixtures to other areas within the library.
- **Willfully blocking** or maliciously obstructing any library entrance, exit, lobby area, staircase, aisle or passageway.
- **Posting**, displaying or distributing any material, including but not limited to, notices, advertisements, brochures, and newspapers without prior approval by the building manager or designee. Unauthorized material will be disposed of.
- **Photography** filming or videotaping must be approved by Building Management in advance; any filming of staff or patron within the library requires permission of the person(s) being taped.

Contact Information

*Library Administration 898-5862*

*Library Building Mgmt. 898-4092 or 898-4340 or 898-6727*

*University Police 898-5555*