



Library Code of Conduct

Butler Libraries endeavor to provide safe, respectful, and inclusive environments for collaborative and individual study and learning. In order to provide these environments, all those who enter Butler Libraries agree to abide by this Code of Conduct.

The library's collections and services have been developed primarily to provide academic support for Butler faculty, students, and staff; alumni and members of the public are also welcome to use the library for research, view exhibits, and attend library-sponsored events.

Butler University Libraries and its staff reserve the right to determine what is inappropriate and harmful to the library environment and mission. To ensure an appropriate environment for study and research, certain behaviors are expected while others are prohibited, including but not limited to those listed below.

Expectations

Individuals will:

- Comply with applicable university policies as found in the Butler Student Handbook and the Butler University Information Technology Fair, Responsible and Acceptable Use policy, and the University's Faculty and Staff Handbooks.
- Comply with staff requests and directives based on this code of conduct.
- Respond to alarms and other emergency or security situations as instructed by staff.
- Limit use of the library to public areas and leave library spaces at closing.
- Practice awareness of surroundings for safety of self and personal belongings.
- Accompany/supervise their minor children while using the library and its services.
- Treat all library users and staff with respect and courtesy.

Individuals will not:

- Engage in any harassing, threatening, intimidating, or stalking behaviors; using abusive language; or making unwelcome sexual advances toward other library users or staff.

- Engage in behavior that is potentially unsafe or harmful to self or others.
- Engage in disruptive behavior or activities including, but not limited to, audible cell phone use and dictation equipment; rowdiness; noise; and inappropriate sexual behavior.
- Vend, peddle, solicit or petition in Butler Libraries.
- Post or distribute materials without permission in Butler Libraries. See the University's Publicity on Campus requirements for policies.
- Misuse, damage, steal, deliberately misplace or obstruct use of library equipment, resources or facilities.
- Violate copyright laws, including systematically downloading, printing, scanning or disseminating content in violation of copyright laws.
- Use library areas for prolonged sleeping.
- Bring in animals or pets (except for service animals).
- Bring bicycles or scooters into the library.
- Bathe in or misuse restroom facilities.
- Disrupt other users due to poor hygiene and foul body odor.

Enforcement

Any violation of our code of conduct is subject to sanctions, which include, but are not limited to:

- Being asked to discontinue the prohibited behavior by library staff and/or being asked to leave the library premises.
- Summoning BUPD to address any behaviors that are deemed to present an imminent threat to the health and safety of our patrons.
- Butler students being referred for student conduct action as described in the Student Handbook.
- For Butler employees, being referred to Human Resources to address behavioral concerns.
- Having library privileges suspended or revoked.