

UNIVERSITY LIBRARIES DISRUPTIVE INDIVIDUAL POLICY

PURPOSE

University Libraries will use this policy in the event that a disruptive behavior occurs in the Libraries.

DEFINITION

A disruptive individual is someone who is rude, uncivil, or creates a disturbance that is detrimental to the library environment. This behavior may interfere with day to day activities in the library or create an unpleasant learning environment for users.

Disruptive behavior may include threats (veiled or explicit) to library employees, students, faculty, staff, and public users.

SCOPE

This policy is to help Library Employees working or dealing with disruptive individuals.

POLICY

In the event that one or more individuals in the judgment of Library Employee(s) are disruptive to the normal library functions, the following actions may be taken:

1. The Library Employee(s) should identify and direct the individual(s) to cease the disruption.
2. If the disruption continues, the Library Employee(s) may direct the individual(s) to leave the library for the remainder of that day. If the individual(s) refuse to leave or the Library Employee(s) feel threatened, they should call Office of Public Safety (OPS) at 309-298-1949 or 911. They should then call Library Administration if during the day or Access Services after hours as well as complete an incident report. If the Library Employee(s) needs additional assistance, call the Library Administration during the day and Access Services evenings and weekends.
3. If the disruption is extreme or continuous, the Library Employee(s) should inform individuals that they may lose the privilege of using the library facility. Individuals may appeal this decision to the Library Administration.
4. Any Library Employee(s) may refer a student or a student group or organization suspected of violating this Code to Student Judicial Programs. Persons initiating such referrals are required to provide information in writing pertinent to the

allegation and will normally be expected to appear at a judicial hearing related to the matter. (Student Code of Conduct 6.A)

The Library Employee(s) shall inform, via sending an incident report or email, the Library Administrative Office of any action(s) taken in bullets 1 through 4.

Individuals may continue to have access to library information and services (databases, electronic journals, e-Reserves, Reference, and Interlibrary Loan requests) through the Internet to perform their academic activities.

REVIEW

This document will be reviewed by Library Administration on an annual basis.



Tuesday, May 4th 2010

Approved/Signature

Date

Reviewed 4/21/10