

## Policy for Handling Disruptive Library Users

Laney College Library

Laney College Library is committed to providing quality services to its diverse student population and to the employees and residents of the Peralta Community College District.

In accordance with the college's mission statement, the Library staff strive to provide consistent high-quality services, and an environment conducive to study. [Standards of Student Conduct Discipline Procedures and Due Process \(AP 5500\)](#) allow librarians to remove students exhibiting disruptive behavior from the library.

Behavior that prevents the Library staff (librarians, technicians, student assistants) from maintaining an environment conducive for study is considered "disruptive." Behavior that prevents a Library user from accessing the services of the Library, and/or engaging in quiet study in designated quiet areas is considered "disruptive."

### Disruptive Behavior includes:

- Refusal to comply with directions of the Library staff acting in performance of their duties.
- Physical or verbal abuse, or threat of such abuse; or conduct which threatens or endangers the health or safety of Library staff or Library users.
- Disorderly conduct or lewd, indecent or obscene behavior.
- Insulting or abusing Library staff in the performance of their duties in the Library, insulting or abusing Library users accessing services or pursuing study in the Library.
- Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
- Failure to observe posted rules for use of Library equipment, computers and services.

### Failure to comply with Library Rules and Standards of Behavior as stated below:

#### Library Rules and Standards of Behavior

- The following are not allowed in the Library building: Food, drinks (except on the patio on the 3<sup>rd</sup> floor), smoking, vaping, bicycles, mobile balancing boards (e.g. skateboards, hover boards, etc.) and pets.
- Continuous conversation in quiet study areas is not allowed. Students who need a group discussion should go to 3<sup>rd</sup> floor or sign up for a Study Room at the Loan Desk.
- Muted conversation is allowed in the Browsing Area (Main Floor). Conversations that can be heard beyond this area are too loud and must cease.
- Library users accompanied by infants and/or children who disrupt the quiet study floor will be asked to move to a non-quiet study floor.
- Groups of two or more people gathered around a computer on the 2<sup>nd</sup> Floor (Main Floor) will be asked to disperse or leave the building if the group's conversation can be heard beyond the computer area.

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- Library users listening to music or other audio content must use headphones and turn the volume low enough so that others cannot hear.
- Library users receiving phone calls over cellular phones will be asked to leave the Library building if phone call disrupts the relative quiet of the area.
- Sleeping upright is allowed in the library if it does not disturb others. Sleeping in a prone position (e.g. lying down on furniture or the floor) is not allowed.

### Disciplinary Action

Students facing disciplinary action for disruptive behavior and/or violation of the Library's Rules and Standards of Behavior are subject to any or all of the following actions:

- Warning: an oral reprimand
- Immediate removal from the Library building
- Suspension of services, equipment, computers and exclusion from the Library building, for a period to be determined by the severity of the offense, and in consultation with the Campus Security Services and/or Vice President of Student Services (or Designee)
- Suspension: Exclusion from classes, privileges or activities for a specified period of time.
- Arrest by local law enforcement.