

The McGregor Library

McGregor Library Use Policy

The Antioch University McGregor Library is committed to maintaining an environment conducive to study and research in order to fulfill its role of supporting Antioch University's educational mission. The Library is open to the community patrons and expects patrons to conduct themselves in a manner respectful of other Library patrons, staff, materials, and facilities. The Library abides by the student behavioral standards policy as established by the University.

To ensure a quiet, welcoming and safe environment for both Library patrons and staff, the Library has established the following policies regarding the use of its facilities and collection. The policy shall apply to all Library patrons, regardless of their affiliation with the University, i.e. student, faculty, staff, or community patron. Questions or complaints should be addressed to the Library Director. Depending on the seriousness of the infraction, refusal to comply with policies may result in a request to leave the Library, summoning the police, suspension or termination of Library privileges, or other appropriate outcomes.

Animals

Only guide dogs or companion dogs that assist people with disabilities are allowed in the Library.

Cameras

Use of photographic or video equipment is restricted. Individuals or organizations desiring to photograph or film the Library or its staff, or patrons must first get permission from the Library Director.

Cell Phones and Pagers

The Library requests patrons to set cell phones on vibrate, or silent. If you receive a call or need to make a call, please keep your voice low and move to the hallway outside of the Library.

Children

Children under the age of 14 entering the Library must be accompanied and supervised by an adult over the age of 18. Exception will only be made for children participating in University-sponsored activities scheduled to occur in the Library. Parents, guardians, and caretakers are responsible for the conduct of their children while on Library premises.

Computers

Computer use is open to the community; however we ask that students, faculty and staff of Antioch University Midwest have priority if all computers are occupied.

Disruptive Behavior Policy

Complaints of any disruptive behavior will be taken seriously and the offending patron may be asked to leave the Library. Behavior that interferes with the appropriate use of the Library or the work of the Library staff, or interrupts the learning process for other patrons will not be tolerated. Patrons identified as disruptive will be subject to possible expulsion from the Library, University disciplinary action, loss of Library privileges, and possible prosecution under state law.

Donations

Donations of books and other library items are accepted at the discretion of the Library Director and the Library reserves the right to determine the use of donated items. Those items not added to the collection may be discarded. The Library cannot provide verification of financial value of any donated items for tax purposes.

Fire Alarms

All occupants including patrons, visitors, and staff should respond to all fire and emergency alarms by immediately exiting the Library via the safest and nearest exit.

Safety and Security

The Library's goal is always to optimize the safety and security of its patrons and staff. Emergencies should be reported immediately to Library staff to immediately call 911. Please also refer to the Campus Security Report for additional details.

Policy Revised and Updated: January 8, 2015

Steve Shaw, Library Director