

Miami Dade College

KENDALL CAMPUS LIBRARY

BUILDING USE POLICY

The Libraries' mission is to provide the Miami Dade College community with a pleasant environment conducive to study, research and the continuation of the educational process. It is important that there be procedures and policies in place to protect the health and safety of library users and preserve materials, equipment and the facilities. The following policies will apply in all public areas of the library building.

Computer Use

All public access computers in the library require a username and password for access. If you do not have a username and password, please register at the Reference Desk and you will be assigned a username and password. Please make sure that you bring photo identification.

Food and Drink

Patrons are prohibited from eating food inside the building. Only drinks in spill-proof containers, defined as sports bottles or travel mugs with screw on or other hard plastic caps to prevent spills when accidentally dropped, are permitted. The following disposable drink containers are **not** permitted in the building:

- Plastic, cardboard or Styrofoam cups
- Canned soft drinks
- Juice boxes
- Hot and cold cups from fast-food restaurants or vending machines are NOT considered spill-proof containers even with the tops on them.

Disruptions

Disruption to the study and research of patrons or the interruption of their education process is prohibited. The MDC Kendall Campus library follows the Student Code of Conduct. Examples are listed below. (This is not an inclusive list.)

- Creating excessive noise
- Harassment of others
- Behavior that disturbs users or staff and interferes with use of the facility
- The use of cell phones in the library is prohibited

Destroying or Damaging Materials, Equipment, Software or the Facility.

The MDC Kendall Campus library follows the Student Code of Conduct which prohibits the damage, vandalism, malicious damage to property belonging to MDC or others. The following are examples of other actions that are prohibited:

- Intentional introduction of viruses into any system
- Destruction, mutilation or defacement of any materials

Smoking

Smoking or other use of tobacco is prohibited within the facility.

Animals

No animals are allowed in the facilities other than those assisting persons with disabilities.

Radios, CD Players, Cell Phone or Other Equipment

The use of any equipment that disrupts patrons is prohibited. Beepers and cellular phones must be placed on vibrating mode or turned off. The use of cellular phones in public areas of the library is prohibited. The use of video cameras requires the permission of the library administration.

Library Staff Equipment

The use of library staff equipment by patrons is prohibited.

Children and Minors

Parents or caregivers that bring children into the facility are responsible for monitoring their activities and regulating their behavior. Children will not be allowed access to computers. Disruption of patrons by children or minors is prohibited.

Skateboards, Roller or Inline Skates, and Bicycles

Skateboarding, roller or inline skating and cycling are prohibited within the building. Bicycles must be parked in designated outside areas.

Loitering, soliciting and Advertising

Loitering and soliciting for donations or accosting patrons or staff for any purpose that disrupts their use of the facility is prohibited. Non-Miami Dade College advertising materials may not be displayed or distributed without permission from the Director of Student Life.

Persons who are unwilling to abide by this policy will be asked to leave the facility; those refusing to do so will be subject to removal by Public Safety. Students could be liable for disciplinary action as established by MDC.

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