



ROBERTS
WESLEYAN COLLEGE



NORTHEASTERN
SEMINARY

Golisano Library

Golisano Library Community User Policy

The B. Thomas Golisano Library is open to general use by members of the public with the following exceptions and limitations:

Children 14 years of age and younger must be accompanied by a parent or responsible adult 18 years of age or older.

All computers are locked and require a username & password. Users unaffiliated with Roberts Wesleyan College or Northeastern Seminary are required to check out a “Guest Pass” with their Golisano Library Card from the Resource Desk in order to use a computer.

In order to assure access for the library’s primary clientele, length of time on the public access workstations and group study rooms may be limited at the discretion of the library staff for users who are not current students, faculty or employees of Roberts Wesleyan College or Northeastern Seminary.

Printing is available at the Resource Desk for 25¢ per page. This includes color print jobs of up to 10 pages. The fee for black and white printing is waived for alumni. Please limit the number of pages to 20 or fewer. Copying is also available at the copier near the elevator on the upper level for 25¢ per page.

Please do not attempt to fix library equipment, including but not limited to: printers, scanners, computers, and TVs. In the case of a malfunction with any library equipment, please contact the Resource Desk for assistance.



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Golisano Library Community User Policy (continued)

Please do not leave personal belongings as place holders while you engage in extended activity outside the building. We cannot guarantee the security of such unattended items, and tying up study rooms and other high-demand Spaces in that way is unfair to other users. The staff reserves the right to remove any personal belongings left unattended for more than 30 minutes. Items removed for that reason can be reclaimed at the Resource Desk.

With the exception of the Archives Reading Room, food and beverage consumption is permitted throughout the library. However, we strongly recommend that you keep beverages in closed containers, especially when working near computers and other electronic equipment. Please dispose of any food waste and related trash properly prior to leaving the building. If you should spill, please notify a Resource Desk worker as soon as possible.

All users of the library are expected to respect the needs of persons who come to the library seeking a quiet place to study. Low-volume conversation is appropriate in most areas. Certain areas in the building are designated by signage as quiet study spaces. The staff reserves the right to ask persons engaged in excessively loud conversation or other forms of disruptive behavior to leave the building, a request that in extreme cases may be enforced by Campus Safety personnel.

Guests of the library are expected to act in accordance with the same rules of conduct required of members of the Roberts Wesleyan College and Northeastern Seminary community. For additional information please see the *Student Conduct Codes* (p. 20) outlined in the *Student Handbook* and ITS' *Acceptable Computer & Network Use Policy*. Both documents can be obtained