

Behavior Policy Enforcement Guidelines

This document is intended to ensure that conduct issues are dealt with in a consistent manner and guarantee that library facilities are safe and welcoming to all. Persons who violate the policy may receive a warning from staff and/or an opportunity to correct their behavior or leave the library. Any persons suspended from the library will also have their computer access blocked until the end of their suspension period

Illegal activity, as well as any repeated violations of the Behavior in the Library Policy or other library policies may result in removal from the facility and/or suspension of library privileges. Longer suspensions may be given depending on the severity of the offense. In addition, where authorized by Federal, State or local law, violations of these guidelines may also result in arrest.

| Behavior | First Offense | Second Offense | Third Offense |
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| Level 1 - Minor | | | |
| Sleeping at computer terminals; lying on the floor or furniture; camping or lodging on property | Give warning, customer may correct or leave | Give warning, customer may correct or leave | 7 day |
| Using equipment/areas/furniture other than for the intended purpose | Give warning, customer may correct or leave | Give warning, customer may correct or leave | 7 day |
| Leaving personal items unattended | Give warning, customer may correct or leave | Give warning, customer may correct or leave | 7 day |
| Strong pervasive odors, including odors caused by perfume and cologne | Give warning and provide information on available resources if needed | Give warning, customer may correct or leave | 7 day |
| Bringing a non-service animal into the library. | Give warning, customer may return without pet | Give warning, customer may return without pet | 7 day |
| Bringing in large items including, but not limited to, bedding, carts, bicycles, or luggage and not using them for the intended purpose | Give warning, customer may correct or leave | Give warning, customer may correct or leave. | 7 day |
| Pest control (i.e. bed bugs) | Investigate and provide information on available resources if needed. Suspension until proof of treatment. | Suspension until proof of treatment | Suspension until proof of treatment |
| Smoking within 25-feet of the entrance, or anywhere on SJSU campus | Give warning, customer may correct or leave | 1 day | 7 day |
| Soliciting money, donations, or signatures | Give warning, customer may correct or leave | 1 day | 7 day |
| Blocking access, library entrance areas, aisles, or passages; interfering with the flow of pedestrian traffic | Give warning, customer may correct or leave | 1 day | 7 day |
| Not wearing shoes or a shirt | Give warning, customer may correct or leave | 1 day | 7 day |

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| Eating or drinking outside of designated areas | Give warning, customer may correct or leave | 1 day | 7 day |
| Making any loud or unreasonable noise or other disruption, including disruptive use of personal communications or entertainment devices | Give warning, customer may correct or leave | 1 day | 7 day |
| Adults using the Children or Teen areas | Give warning and direct adult to other areas in the building where seating is available | 1 month | 2 month |
| Failure to comply with reasonable staff or security request | 1 day | 7 day | 14 day |
| Unreasonable use of the restrooms, including laundering and bathing | 1 day | 7 day | 14 day |
| Audio, video, photographic, or any other recording of a library customer | 1 day | 7 day | 14 day |
| Intoxication | 1 day | 7 day | 14 day |
| Level 2 – Moderate | | | |
| Trespassing or refusing to leave or returning to the building after being suspended | Additional 14 day | Additional 1 month | Additional 2 month |
| Depositing bodily fluids on property, including library collections, equipment, and furnishings | 14 day | 1 month | 2 month |
| Smoking, including the use of electronic and smoke-free cigarettes, inside any library facility or within 15 feet | 14 day+ (depending on location/safety hazard) | 1 month+ | 2 month+ |
| Large Disturbance (disturbing peace) | 1 month | 2 month | 3 month |

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| Verbally abusing or harassing staff and/or customer(s): repeated name-calling or other language that is harassing | 1 month | 3 month | 6 month |
| Stalking or following customer(s) and/or staff | 1 month | 2 month | 3 month |
| Theft or vandalism | 1 month+ (depending on severity/value of loss) | 2+ month (depending on severity/value of loss) | 3+ month (depending on severity/value of loss) |
| Possession, use, under influence of, sale or intent to sell illegal substances | 3 month | 6 month | 1 year |
| Level 3 – Severe | | | |
| Displaying weapons | 3 month | 6 month | 1 year |
| Verbal or non-verbal threat of physical harm | 6 month | 1 year | 2 year |
| Sexual misconduct, including but not limited to, indecent exposure, sexual contact, sexual intercourse or lewd acts | 6 month | 1 year | 2 year |
| Displaying, in digital or print format, explicit images that could be considered <i>harmful matter</i> in potential view of minors. (CA Penal Code Section 313) | 3 month | 6 month | 1 year |
| Physical assault, fighting or battery of staff and/or customer(s) | 1 year + (depending on severity) | 18 month + (depending on severity) | 2 years+ (depending on severity) |
| Sexual assault | 2 years | 3 years | TBD+ (depending on severity) |