

## NEW YORK UNIVERSITY ABU DHABI CAMPUS POLICY

### NYUAD Library Conduct Code

Effective Date: May 7, 2013      Date approved: May 7, 2013

Supersedes: n/a

Issuing Authority: Office of the Provost, NYUAD

Responsible Officer: Director of the Library, NYUAD

### RELATED NYU & NYUAD POLICIES/GUIDELINES/PROCEDURES

The following policies and documents should be referenced for additional details relevant to this policy:

- NYU Library Code of Conduct: <http://library.nyu.edu/about/code.html>

### PURPOSE OF POLICY

New York University Abu Dhabi and its library are committed to realizing the benefits that higher education can bring to the broader community. Access to a comprehensive academic library can inspire learning and encourage research in the arts, sciences, and professions. Knowledge contained in, and created using, the NYUAD library may lead to valuable contributions to the UAE and our global society at large. The NYUAD Library exists primarily to serve the needs of NYUAD students and faculty.

### SCOPE OF POLICY

This policy applies to all NYUAD Employees and NYUAD Assignees, and students enrolled at NYUAD

### DEFINITIONS

**NYUAD Assignees:** Individuals who are employed by NYU or an NYU affiliate other than NYUAD Corporation and work at NYUAD.

**NYUAD Employees:** Individuals who are employed by the NYUAD Corporation and work at NYUAD.

**NYUAD Student:** Individuals who are matriculating students at NYUAD

## POLICY

### 1. INTRODUCTION

NYU Libraries support the educational goals of New York University Abu Dhabi by providing access to all forms of information to support research, study, teaching, and the general pursuit of knowledge. In order to be successful in this mission, the Library and its community of users observe a relationship of reciprocal rights and responsibilities. While most users conduct themselves in a responsible manner, in the interest of protecting the rights of all Library users, it is necessary to define what constitutes infringements on the rights of others.

The *NYU Libraries Conduct Code* affirms a commitment to protecting an environment conducive to intellectual pursuits. Such an environment is characterized by respect for the rights of others, respect for the Library's resources, and respect for appropriate conduct in a public forum. The *Code* ensures that users of NYUAD Library find themselves in an environment that will enable them to achieve their educational objectives.

The *Code* also acknowledges that the Library fulfills an important educational function in the University. Educational settings, unlike other public forums, require special considerations in defining violations, investigating allegations of violations, and imposing disciplinary action. This document affirms our commitment to addressing and resolving charges of misconduct in a speedy manner, while upholding the rights of due process.

NYU Libraries are committed to:

- serving and being responsive to the needs and priorities of its users
- protecting each user's right to privacy and **confidentiality** in all of their interactions with Library
- building collections that meet the research and instructional needs of all users
- simplifying, enhancing and expanding access to information
- preserving the collections for present and future users
- providing library spaces to accommodate study, research, and scholarly exchange keeping the physical environment of the Library clean, well-maintained, and properly functioning

## Unacceptable Conduct

Users will refrain from engaging in behavior that leads to the denial of, or unreasonable interference with, the rights of others; or which disrupts the regular operations and activities of the Library. Behavior, which is considered to be in violation of the NYU Libraries Conduct Code, includes, but is not limited to:

- Creating a disturbance or behaving in a manner which interferes with normal use of Library (including rowdiness, noise, offensive interpersonal behavior, and the use of **cellular phones** in the stacks and designated quiet study areas)
- Removing or attempting to remove Library materials or property from the building without authorization
- Damaging Library property (including mutilating Library materials by marking and/or underlining pages, tearing or cutting out pages or sections thereof, removing binding and staples, removing or tampering with security tags, using Post-it notes)
- Refusing to honor Library regulations regarding overdue items, materials recalled by the Library, and the payment of fines and/or fees for lost or damaged Library materials
- Concealing Library materials in the building for the exclusive use of an individual or group
- Leaving personal materials and library books that have not been checked out unattended in stacks and study areas for extended periods of time or overnight
- Refusing to abide by regulations (as specified in *Responsibilities of All New York University Computer and Network Users* and the *Policy on Responsible Use of NYU Computers and Data*) guiding access to and use of computing and networking resources at New York University, including NYUAD Library
- Failing to adhere to copyright laws and/or University policies on copyright
- Smoking anywhere in the building
- Failing to abide by the *Library Food and Drink policy*
- Being in an unauthorized area of the Library, or remaining in an area after its closing;
- Staying in the building when requested to leave during emergency situations or drills sharing an NYU ID, Consortium, Friends of

NYUAD or reader's card to allow unauthorized users entrance to the library

## 2. CONTACTS

Subject	Contact
Director of the NYUAD Library	Tel: +971 2 628 5544 Email: <a href="mailto:nyuad.library@nyu.edu">nyuad.library@nyu.edu</a>