

Theft, Tampering, and Mutilation of Library Materials

Theft or damage of college property is a violation of the [Student Code of Conduct in the College Student Handbook \(2012-13\)](#). Violators will be referred to the Dean of Academic and Student Affairs and subject to student judicial procedures. Students will lose library privileges when caught destroying or tampering with library materials or computers.

Theft, tampering and mutilation of library materials are serious crimes. Destruction of research materials is detrimental to study and scholarship and the mission of the College. Copies of desired materials can be made with the reasonably price copy machine located in the library, subject to provisions of the copyright law. Library staff is always willing to assist with the copy machine. Students are also able to access online information from the college databases and are able to print course related materials.

The library uses a security system, which detects the removal of materials, which have not been or cannot be checked out. Unauthorized removal of library materials is viewed as attempted theft and can result in disciplinary action. The library reserves the right to search items that activate the security alarm.

Community patrons are also subject to these regulations and sign their acknowledgment when registering for a library card. Community patrons will lose library privileges when caught destroying or tampering with library materials.