

BARTON

LIBRARY

Dare to Know

Reinstatement of Library Privileges

Overview

Patrons who have been permanently banned from the Library may request a review of their ban and the reinstatement of their library privileges.

Code of Conduct Related Bans

Requests for reinstatement of privileges lost due to behavior that violates the Student Code of Conduct must be submitted in writing to the Director of Library and College Archives. These requests should include a statement explaining why the behavior that led to the loss of privileges was unacceptable and an acknowledgment of the expectations for appropriate behavior in the Library.

Factors considered during the evaluation of reinstatement requests include:

- Details of the incident that caused the ban
- The time elapsed since the ban was imposed
- The status of the patron's Library account
- Completion of any requirements set by the College following the incident
- Any other relevant information demonstrating that the behavior leading to the ban has been corrected.

Health and Safety Suspensions

Patrons whose Library privileges have been suspended for health and safety reasons may request reinstatement by proving that the issue resulting in the loss of privileges has been resolved.

For reinstatement requests related to suspensions due to pest infestations, decisions will be made based on evidence indicating that the affected residence has been inspected and found free of infestation or has been treated. Acceptable proof may include treatment receipts, a letter from a licensed pest control company, or a written statement from a property owner or manager. In some cases, proof of a change in residential address may also be accepted.

Decision and Appeal Authority

The Director will decide on reinstatement requests in all cases, except those involving threats or physical harm to others. In such cases, the Vice President of Instruction will make the final decision on reinstating privileges.

Contact(s): Director of Library and College Archives

Related Forms:

Relevant Policies and Procedures: [Policy 1610 – Code of Conduct](#); [Procedure 2611 – Student Code of Conduct](#)

Relevant Guideline(s) and Plan(s): [Patron Conduct](#); [Suspension of Library Privileges](#); [Suspension of Library Privileges for Health and Safety Reasons](#)

Approved by: Darren L. Ivey

Effective: 01/28/2025

Revision(s):
