

## Policy Form for Niagara University Policy Database

Name of Department: Library

Name of Compiler: David Schoen

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Contact Info: David Schoen (716-286-8002 or Schoen@niagara.edu)

Policy Name: Niagara University Group Study Room Policy

Date amended: 6/6/2012

Policy Goal: Describe policies that govern the use of group study rooms

Location of written hardcopy of policy: <http://library.niagara.edu/about/policies/>

People affected by policy: Students, faculty, staff, local community members.

Comments or Concerns about the provided Policy: None:

### Usage Guidelines for Group Study Rooms

- Only current NU students and NU employees may use these rooms.
- These rooms may be reserved for up to two hours per day.
- Since access to these rooms needs to be maximized, you cannot sign up for the same time period day after day or week after week.
- To reserve these rooms, sign up on the posted calendars or call the Reference Desk at 716-286-8022.
- Because the purpose of these rooms is group study, people working individually may be asked by Library staff to relocate.

### Usage Guidelines for Other Rooms

- The Teachers' Studio on the second floor across from the stairs is another place where groups may work together. The Teachers' Studio may not be reserved.
- The Silent Study Room located on the second floor to the right with tables, comfortable chairs and study carrels. The Silent Study Room may not be reserved.
- There are three individual study carrels on the first floor. Carrels may not be reserved.