

**PENSACOLA JUNIOR COLLEGE
POLICIES OF THE
LEARNING RESOURCES SERVICES**

TITLE: Cell Phone Use in the LRCs	Number:
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The LRCs strive to maintain a quiet environment conducive to study and research. Therefore, the use of cell phones is not permitted.

Procedures/Guidelines:

1. Library users are notified by signs entering the LRC buildings and located throughout the LRCs that the use of cell phones in the LRCs is not permitted.
2. In the event that a cell phone rings, a library staff member will ask the library user to turn off their cell phone immediately or switch it to a silent signal while in the library, or to take their call outside the library.
3. PJC Police will be called if the library user is unwilling to cooperate with the library staff member. (see Behavior and Conduct)

Known Exceptions: None
Authorized to Make Exceptions: LRC Department Supervisor
Method for Changing Policy: Written recommendation to Department Supervisor forwarded to the District Department Head and District Supervisor.
HISTORY: Reviewed with LRC Standing Committee /06
AUTHORIZED SIGNATURE: _____ DATE: _____