

resource means a physical or electronic item usually held by the Library, or by an Information Service and includes:

- (a) a book or eBook, periodical, database, electronic or print journal or newspaper or any other written or printed material;
- (b) a musical score, map, plan, picture, print, photograph or photographic slide;
- (c) an audio, video or film recording, sound recording, computer file, tape or disc or any other article or material from which sounds, images or writings are capable of being reproduced; Without prejudice to the above, the University may also include in its collection any other article or material from which sounds, images or writings are capable of being reproduced.
- (a) an item of audio, video, projection or computing equipment or other similar equipment normally held in the Library or in an Information Service;
- (b) any other resource determined by the University Librarian or a Manager, in writing under subrule 6(2)) to be a resource;

Supervisor means a member of the academic staff or general staff of the University for the time being in charge of any area of the Library or an Information Service or for the time being responsible for providing a service in such an area;

Unit has the same meaning as in the *University of Canberra Courses and Awards (Courses of Study Rules) 2023*.

University Librarian means the Director of the Library or the successor to this position as appointed by the Vice-Chancellor; and

- (2) A reference in these Rules to a decision includes a reference to:
 - (a) granting, refusing to grant, suspending or revoking a permission, or imposing terms or conditions;
 - (b) giving a direction;
 - (c) releasing or refusing to release the whole or a part of a liability;
 - (d) waiving or refusing to waive the whole or a part of a suspension; or
 - (e) affirming, varying, setting aside or making a decision.

PART 2

- ii. use any other facilities available in the Library or Information Service; and
 - iii. vary any terms, conditions and procedures determined under paragraph (a);
- (e) determine, from time to time, the days on which, and the hours during which, the Library or Information Service is to remain open or be closed;
 - (f) determine, from time to time, the area to be designated as the Library or Information Service; and
 - (g) determine, from time to time, charges applying for access to services or facilities of the Library or Information Service.
- (3) The University Librarian or a Manager must cause the details of a determination made under subrule (1) to be displayed, published, or publicised as appropriate.
 - (4) The University Librarian or a Manager may, at their discretion, require the return of a resource prior to the due date or time.
 - (5) The University Librarian or a Manager may take such action as is reasonably necessary in all the circumstances for the purpose of carrying out

- (b) display or distribute in the Library or Information Service any notice or pamphlet;
- (c) organise or take part in a gathering in the Library or Information Service;
- (d) organise, mount or attend an exhibition in the Library or Information Service;
- (e) remove from the Library or Information Service a resource held in the Library or Information Service that is not available for borrowing by that person;
- (f) remove a resource from the Library or Information Service otherwise than in accordance with the normal borrowing procedures of the Library or Information Service as determined under rule 6;

and may suspend or revoke a permission so granted.

- (4) A Supervisor may take such action as is reasonably necessary in all the circumstances for the purpose of carrying out their decision.
- (5) Where a Supervisor is satisfied on reasonable grounds that a person has breached Rule 8, the Supervisor may direct that person to leave the Library or Information Service for a period not exceeding 24 hours.
- (6) A person directed to leave the Library or Information Service under subrule (5) must not re-enter the Library or Information Service until the expiration of the period determined under that subrule.
- (7) It is an offence under these Rules for a person to fail to comply with a direction given under this rule 7.

PART 3 - PROHIBITIONS

8. Prohibited conduct.

- (1) A person must not:
 - (a) acquire or manage a resource other than in accordance with clause 6(1);
 - (b) smoke, vape or otherwise use prohibited substances in any room in or other area forming part of the Library or Information Service;
 - (c) contravene the terms and conditions specified in relation to the use of an electronic resource, including the terms and conditions as they relate to authorised use of the resource in accordance with any requirements set by the licensor;
 - (d) do any act or thing in rule 7(3) without the permission of the Supervisor;
 - (e) mark, erase a mark on, or otherwise damage, deface or destroy any resource, equipment or other item held in the Library or Information Services; or
 - (f) behave in the Library or Information Service in a manner that, in the reasonable opinion of the University Librarian or a Manager, is disruptive, offensive, or

otherwise impacts on the comfort, convenience or rights of other users of the Library or Information Service.

(2) A

circumstances beyond the
or all of the liability.

, the Supervisor may waive part

(5)

(5) Where the

