



APPEALS PROCEDURE


The Director of the Law Library, or the Director's designee, shall have the authority to order the removal of any person from all locations of the Library for any violation of policies and rules of conduct. The person removed pursuant to this order shall not enter the buildings, premises, or grounds of any location of the Library the remainder of the business day or the period of time as may be specified by the Director or the Director's designee in writing.

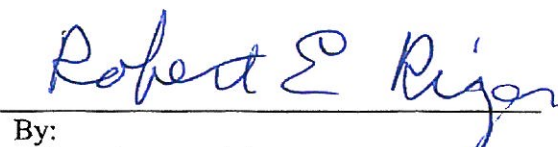
The Director and the Director's designee shall have the authority to suspend a person's privileges to use the Library and its branches for such period of time as she/he determines to be appropriate for violation of any policies and rules of conduct. Any suspension shall be in writing. A suspension of five days or less shall be final. Any person who re-enters any Library location during the term of his/her suspension shall be considered a trespasser.

Any person who has been suspended from the Library for a period of six or more days for any violation of policies and rules of conduct may file an appeal with the Board of Trustees. Such appeal shall be in writing and shall be submitted to the Director within 15 days of the date of the order of suspension and shall contain a brief description of the reasons for the appeal and why the suspension should be modified or overturned. The term of the suspension is not reduced or delayed by filing the appeal. The Library Board of Trustees shall designate a person to serve as hearing officer and to hear the appeal.

Such hearing officer shall be either a member of the Board of Trustees or such other person as the Board of Trustees determines is qualified to hear the appeal. The hearing officer shall conduct the hearing and provide a decision within 30 days of the filing of the appeal to ensure a timely resolution of the appeal. The decision of the hearing officer shall be reported to the Board of Trustees, the Director of the Law Library, and the person appealing the decision. The decision of the hearing officer shall be final.

Approved this 25th day of March, 2009.


By: _____
Title: President of the Board of Trustees


By: _____
Title: Director of the Law Library