



Medical Library Makerspace Use Policy

eda-lib-0011

About This Policy

Effective Dates:

06-10-2021

Last Updated:

03-08-2024

Responsible University Administrator:

Gabriel Rios -- Library Director

Policy Contact:

Cassandra Jones-VanMieghem jonecass@iupui.edu

Scope

IU School of Medicine students and faculty.

Policy Statement

1. No food or drink is allowed in the Makerspace as it may damage the equipment.
2. No one group or individual can reserve the entire Makerspace.
3. While the Makerspace is not a quiet area, it should not be a loud area either. Please keep voices at a reasonable volume, especially when the door is open.
4. No unauthorized use of the 3D printer or soldering iron. Students must complete safety training before they can use the 3D printer or soldering iron without supervision. If asked, the student must be able to produce proof of having completed this safety training.
5. Please follow safety guidelines provided when using the equipment in the Makerspace
6. Materials in the Makerspace are for everyone. If you have a large project that requires a significant amount of material, please consult the Nexus Manager about which materials are compatible with the equipment in the Makerspace and purchase those materials.
7. Do not unplug or move any of the equipment without the express permission of the Nexus Manager.
8. Students with reservations will take precedence for instruction over walk-ins. Walk-in instruction will be conducted on a first come, first serve basis.
9. Under absolutely no circumstances is anyone to touch the hot end of the 3D printer or the soldering iron.
10. Items that have been left behind will be taken to the circulation desk for retrieval.
11. Due to limited ventilation, please refrain from using any products that produce toxic fumes (e.g. spray paint, rubber cement)

Reason For Policy

This policy provides guidance for the safe and orderly use of the Ruth Lilly Medical Library's (RLML) Makerspace, an emerging technology laboratory and creative space that serves the IU School of Medicine students.

Procedure

The Makerspace is located on the second floor of RLML in room IB202 and is open Monday-Friday from 10:00am to 4:00pm. Students and faculty may simply walk in or make an appointment [here](#).

Sanctions

Disruptive or disrespectful students may be asked to leave by the library staff. If they refuse to do so campus security will be called to remove the student.

Additional Contacts

Gabriel Rios 317-274-1408 grrios@iu.edu

Forms

[Makerspace Reservation Form](#)

History

1. Policy created on 10 June 2021.
2. Organization and style updated on 08 March 2024.