

Digital Culture Storage Locker Policy

The Digital Culture Initiative currently has fourteen storage lockers that are available for class/project use. The lockers will have combination locks installed, and each instructor or project advisor will be provided the combination numbers for the locker assigned to their class. Combination numbers will be changed at the end of each semester (or on an as needed basis).

Lockers are intended for storage of class and project-related materials, and should not be used for any other purpose. Lockers are not to be used to store any volatile or chemical substance, including paint; to arrange for storage of chemicals, solvents or paint please contact the shop manager.

Lockers are shared spaces, and each class is encouraged to create policies governing their locker's use, including administration of combinations and labeling of individual materials.

Problems with lockers, including missing or damaged contents, should be reported to the instructor or project advisor, who will then report to the shop manager if appropriate.

Locker contents not removed at the end of the semester or project will be promptly disposed of.

Any bicycles found stored in the lockers will be immediately removed.