

POLICIES AND PROCEDURES

Subject: Facilities Use Policy (General) Reference: C-III-a

Source: Board of Trustees Eff. Date: September 10, 1986

Approval Auth.: Board of Trustees Approved: _____

Remarks: Replaces previous policy effective September 14, 1982.

Date: September 11, 1986

The primary purpose of the physical facilities of the College is to facilitate and support the instructional and student services programs and related functions of the Institution.

When the facilities are not required for other College purposes, they may be made available to non-profit, educational, cultural governmental or professional groups for uses which are not inconsistent with the general purposes of the College. In general, fees will be charged such groups only in cases requiring a special expense on the part of the College for supportive services (e.g., personnel, utilities, equipment, etc.), or in which admission is charged.

Facilities will not be available to *non-MCC groups and individuals for:

1. Individual or Commercial use; exceptions may be made in cases serving the interests of the Institution. In such cases, use fees shall be charged.
2. Events to be held when the College is closed for extended periods of time (longer than an ordinary weekend); weekend use will be limited and will require special approval.
3. Prolonged series of meetings
4. Camping

*Non-MCC groups are those comprised primarily of persons other than MCC students or employees and/or sponsored by non-MCC organizations or offices. Groups sponsored or coordinated by MCC employees are considered "non-MCC" if they are comprised primarily of persons other than MCC students or employees, or if the event involved is not an official MCC function.

Groups and organizations using the facilities of the College shall be responsible for:

1. Observing the College's conduct policy (see General

Catalogue).

2. Any loss of or damage to College property arising from such use.
3. Providing adequate adult supervision of children and youth groups.

Administration of Policy

The President of the College shall be responsible for administration of this policy, including the development of regulations and procedures and determination of fees to be charged for use of the facilities and for concomitant services.