

NORTHEAST COMMUNITY COLLEGE POLICY MANUAL

SECTION 3 – GENERAL INSTITUTIONAL SUBSECTION 30 – GENERAL

POLICY NUMBER: BP – 3010

USE AND SCHEDULING OF COLLEGE FACILITIES AND PROPERTY

1. POLICY REASON/PURPOSE/INTENT

To provide for the efficient and effective use and scheduling of college facilities and property.

2. DEFINITIONS

College Facilities and Property – College-owned or leased physical facilities including buildings, grounds and equipment.

3. POLICY

- 3.1 Northeast Community College facilities were constructed and are maintained for programs, activities and services that are in furtherance of and related to the educational, cultural, recreational, and athletic programs of the College. The College may also host internal and external events in accordance with college procedures.
- 3.2 College facilities shall be used primarily for educational purposes and for approved public service, outreach and development efforts in accordance with college procedures.
- 3.3 The College reserves the right to deny the use of its facilities for any activity that is deemed to be in conflict with the mission and purposes of the College and its policies and procedures.
- 3.4 Except as may be approved by the Board of Governors, college property shall not be used in any manner that would jeopardize any applicable tax exemption of the property or that is contrary to any applicable restriction in any deed or lease of the property to the College.

4. APPLICABILITY

N/A

EFFECTIVE DATE: 01/10/2019

ORIGINAL ADOPTION DATE: 04/11/1991 (item #5827) Policy 2110

REVISION DATE (AND BOARD OF GOVERNORS' MINUTES ITEM NUMBER): 08/21/1997
(item #8082); 06/10/1999 (item #8527); 09/14/2000 (item #8803); 07/08/2004 (item #9527);
02/18/2014 (item #11392); 01/10/2019 (item#12427)

PRIOR POLICY/PROCEDURE NUMBER: 2110

SCHEDULE FOR REVIEW: 2024

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Admin. Services

SPONSORING DIVISION/DEPARTMENT: Administrative Services

RESCINDED DATE: none

LEGAL REFERENCE: none

CROSS REFERENCE: none

PROCEDURE(S) FOR POLICY: AP-3010.0

RELATED POLICIES/REFERENCES: none

POLICY KEY WORDS: property; facilities use; host