

▶	Adopted Date _____
▶	Amended Date _____
▶	Review Cycle _____

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COLLEGE OVERSIGHT  
GENERAL USE OF CAMPUS GROUNDS

**POLICY**

The use of designated campus grounds may be permitted when events and activities are conducted in accordance with reasonable time, place and manner directives. Such activities may not disrupt or obstruct the teaching or administrative functioning of the College by means of physical barriers that would impede the free and orderly use of campus facilities or by the creation of sound or noise, regardless of means, that would interfere with teaching, learning and conduct of College business. This policy is governed by the LACCD Board of Trustees Board Rule, Chapter VII, Article II.

**PURPOSE:**

To establish guidelines through which students, faculty, staff and community members may use campus grounds in a manner that assures an environment conducive to teaching and learning by establishing time, place and manner requirements.

**PROCEDURES:**

All recognized campus employee groups and student organizations or clubs, or individual students and employees must complete appropriate documentation when applying for use of the facilities. Prior to approval, an initial meeting to discuss the details of the proposed use of campus facilities will be required. All clubs, groups, and organizations composed of members other than students and college employees desiring to use campus grounds must also contact the Event Management System (EMS) coordinator.

**EXCLUSIONS:**

In order to ensure that the campus is free of unsafe and hazardous conditions and interference with ongoing educational and administrative process, it may become necessary or prudent to deny or restrict access to campus buildings or grounds for a specific activity.

**RESPONSIBILITY**

The Vice President of Student Services, the Director of College Facilities, and the Campus Sheriff's Office are the President's designees for maintaining campus grounds in a safe condition. Failure to comply with any of the agreed upon terms of use will be sufficient grounds upon which to revoke authorization for use of campus facilities. Additionally, it may result in campus use privileges being suspended for a period of time commensurate with the seriousness of the violation involved.

APPROVED: \_\_\_\_\_  
DATE \_\_\_\_\_

