

# FANSHAWE COLLEGE POLICY MANUAL

## 1. ADMINISTRATIVE POLICIES AND PROCEDURES SECTION F - PHYSICAL RESOURCES

### **TITLE: USE OF COLLEGE-OWNED OR LEASED PREMISES BY THE STUDENT UNION**

POLICY NUMBER: 1-F-07  
EFFECTIVE DATE: 1981 02 26  
SUPERSEDES:  
REFERENCE: SA-80-12

#### 1. Purpose and Scope

The purpose of this policy is to clarify the operation of College policies concerning the use and control of physical resources with respect to facilities leased to or used by the Student Union. Nothing in this policy is intended to modify any contractual agreement between the College and the Student Union.

#### 2. General Responsibility of the College

The College retains the overall responsibility for controlling, in accordance with College administrative policies, all use of physical resources owned by or leased by or to the College, subject to any modifications which may be specified or implied in any contractual agreement between the College and the Student Union.

The overall responsibility notwithstanding, all requests for the use of the Student Union building must be submitted to the President of the Student Union.

#### 3. General Responsibilities of the Student Union

The Student Union, working within guidelines established by the Student Union Building Committee is responsible for all use of the Student Union building, subject to the provisions of the leasing agreement between the College and the Student Union. With respect to activities of the Student Union in College-owned or leased premises other than the Student Union building, the Student Union is responsible for complying with the appropriate College administrative policies.

3.1 Requests for the use of other facilities on College premises for student activities, such as film nights and orientation week events, must receive the concurrent approval of the persons designated by the President of the College to give such approval on behalf of the Student Services and Facilities Management areas of the College. The Student Union is responsible for ensuring compliance with any conditions to which approval may be subject.

3.2 In the event that any activity approved by the Student Union is to extend beyond the premises of the Student Union building to other College facilities, the Student Union must have the written approval of the President of the College (or designate).

- 3.3 The Student Union will be responsible for obtaining the appropriate licence to operate raffles, lotteries or other games of chance in the Student Union building.  
(see also Section 3.2)
4. Reserved Right  
  
The College reserves the right to cancel a specific cultural or social event or to revoke for a stated period of time the permission to hold such activities on premises owned or leased by or to the College other than in the Student Union Building in the event that College policies pertaining to the use of Physical Resources or commitments made under them are contravened.
5. Policy GP 1.301 (Operating Procedures for Student Social Events) is hereby rescinded.