

COLUMBUS STATE COMMUNITY COLLEGE  
POLICY & PROCEDURES MANUAL

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FACILITIES USE  
Policy 13-01  
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Effective September 26, 2019

- (A) As a publicly-funded institution of higher education, Columbus State Community College is responsible to its students and taxpayers for the appropriate and effective use of its facilities. The College shall allocate these resources for college and community functions that advance the College's mission.
- Rental or use of College facilities shall be in compliance with College policy 3-43, Discrimination/Harassment/Retaliation.
- (B) Employee groups recognized by the President and registered student groups may use campus facilities at no charge.
- (C) Agencies and organizations may use campus facilities at a reasonable cost, provided space is available and the mission and goals of the agency are consistent with those of the College.
- (D) Alcohol (which includes all beer, wine, spirituous liquor and any type of alcoholic beverage) is prohibited in College-owned or leased buildings, or on College-owned or leased grounds and parking lots, unless the facility has obtained a State of Ohio Annual Liquor Permit or the facility is authorized by the College's designee for an event. All alcohol must be purchased, handled, sold and furnished in strict accordance with the applicable liquor permit, College policies and all applicable laws.
- (E) An agency or organization unaffiliated with the College but approved to use campus facilities may use the College's name only for reference to event location unless written approval for its use in some other way has been expressly granted by the President or their designee.
- (F) In extenuating circumstances, the President may waive provisions of this policy or related procedures, if doing so will advance the College's mission.
- (G) The President may establish procedures to administer this policy.