

This policy provides guidelines for conducting activities in the Student Recreation Center (SRC).

I. Definitions

- A. “Affiliated Entities” – an officially registered student, student group or student club.
- B. “Affiliated Individuals” – Persons officially connected with the institutions including students, faculty and staff.
- C. “Non-Affiliated Entities” – Any person, group or organization which is not an “affiliated entity or individual.”
- D. “Non-Affiliated Individual” – Any person who is not an “affiliated individual.”
- E. “Student” – A person who is currently registered for a credit course or courses, non-credit course or program at the institution, including any such person during any period which follows the end of an academic period which the student has completed until the last day for registration for the next succeeding regular academic period.
- F. “Alumni” – Any student who has completed a class from PSCC.

II. Access

- A. The Student Recreation Center (SRC) use is restricted to PSCC students, faculty, staff, alumni, and College guests.
- B. Persons using the SRC are subject to the policies and rules of, the College, Tennessee Board of Regents (TBR), and applicable federal and state laws and regulations. Failure to abide with applicable policies, procedures and rules may result in removal from the SRC and revocation of membership privileges. In addition, students will be governed by the Student Code of Conduct and Due Process, PSCC Policy 04:02:00.
- C. All persons must register at the reception desk. Students and employees using the SRC must provide their PSCC photo identification card or P#. All other persons must provide adequate photo identification upon request by a college official and/or security. Refusal will result in removal from the SRC.

III. Priority of Use

- A. Pellissippi State Classes - Care must be taken to ensure class times do not prohibit individual student use during prime times.
- B. Student Life & Recreation programs.
- C. Pellissippi State registered student clubs.
- D. Pellissippi State students.
- E. Pellissippi State faculty and staff who pay the non-refundable semester fee. Fee may only be canceled in writing.
- F. Non-affiliated entities and non-affiliated individuals.

IV. General Conditions For Use of Facilities

- A. Requests by students, employees and alumni wishing to use the SRC for special activities must gain approval from the SRC manager at least five days in advance of the event or

activity. Affiliated groups (i.e. student clubs registered with the office of Student Life & Recreation) wishing to use the SRC should submit a "Student Club Event Application. This application must be submitted to the Student Life and Recreation office at least five business days prior to the event. However, student clubs are encouraged to complete the form at least two weeks in advance for planning purposes.

- B. Requests for use by organizations not affiliated with the College must be submitted to Business & Community Services in accordance with PSCC Policy 08:03:01.
- C. Written notice of approval or denial will be made by the director of Student Life and Recreation, the SRC manager or Business and Community Services.

V. Reasons For Denying a Request For Use of Campus Facilities Include: (PSCC Policy 08:03:00)

- A. The property or facilities have been previously reserved by another group, organization or individual with equal or higher priority.
- B. Frequency of previous use during an academic period in comparison to that of a contemporaneous applicant.
- C. Use of the property or facilities requested would be impractical due to scheduled usage prior to or following the requested use, or due to other extenuating circumstances.
- D. The applicant or sponsor of the activity has not provided accurate or complete information required on the application for registration.
- E. The applicant or sponsor of the activity has been responsible for violation of college or TBR policy during a previously registered use of campus property or facilities
- F. The applicant has previously violated any conditions or assurances specified in a previous registration application.
- G. The facility or property requested has not been designated as available for use for the time/date.
- H. The anticipated size or attendance for the event will exceed building/fire codes, established safety standards, and /or the physical or other limitations for the facility or property requested.
- I. The activities of such a nature or duration that it cannot reasonable be accommodated in the particular facility or area for which application is made.
- J. A determination that the size and/or location of the requested use would cause substantial disruption or interference with the normal activities of the institution, the educational use of other facilities or services on campus or the flow of vehicular or pedestrian traffic.
- K. The activity conflicts with existing contractual obligations of the institution.
- L. The activity presents a clear and present danger for physical harm, coercion, intimidation, or other invasion of lawful rights of the institution's officials, employees or students, the damage or destruction, or seizure and subversion of the institution's or school's buildings, other property, or for other campus disorder of a violent or destructive nature. In determining the existence of a clear and present danger, the responsible official may consider all relevant factors.
- M. A determination that the requested use would be contrary to local, state, or federal law, regulation, or the policies or regulations of the TBR or the College.

VI. Equipment Usage

Institutional equipment may not be taken off campus except for instructional purposes or athletic events and said equipment must be under the supervision of a college employee. Any exception to this policy must be approved in advance by the vice president student affairs, or designee.

VII. Use By Non-affiliated Entities and Non-affiliated Individuals

- A. Non-affiliated entities should refer to PSCC Policy 08:03:01 for facility usage.
 - B. Non-affiliated individuals may use the SRC as the guest of a student or employee under the following conditions:
 - 1. The guest will present to SRC personnel a ticket which must be purchased in advance at the cashier's office. Each ticket will entitle the guest to one visit.
 - 2. A student will have only one guest at a time and must remain with that guest, assuming responsibility for his/her conduct.
 - 3. The guest must be at least 18 years of age.
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Approved: Executive Council, March 4, 1991

Executive Council, July 30, 1991

Editorial Changes, May 3, 1993, July 26, 1994

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Approved: President Allen G. Edwards, April 10, 1995

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Approved: President L. Anthony Wise, Jr., May 19, 2014