

ARKANSAS TECH UNIVERSITY BOARD POLICY

Policy Number: 700

Subject: Athletic Facilities Use Policy

Date Adopted: April 2007

Revised: _____

I. SCOPE

All facilities operated by Arkansas Tech University are the property of the State of Arkansas. They are administered under policies established by the Board of Trustees or its designees, and they are managed within these policies by the departments and programs to which they are assigned.

This policy applies only to the University's athletic facilities and establishes responsibilities, priorities, and guidelines for the use of those facilities by members of the University community and external organizations.

II. POLICY

In the scheduling of athletic facilities, first priority is given to the intercollegiate athletic program, since these facilities were built primarily for this purpose. The facilities will be made available for other programs of importance to the University community when not required for use by intercollegiate athletics. The following priorities apply to the assignment of these facilities:

1. Intercollegiate athletic programs
2. Intramural programs
3. Basic instruction programs
4. Teacher education programs
5. University sports camps
6. University recognized student organizations
7. External groups

"External groups" are any group or organization that does not fall under the University's organizational structure and accountability. The Athletics Director shall exercise discretion in applying these priorities to insure the effective use of athletic facilities.

Lighting

Lighting of the facility (ex. stadium lights) will be used for intercollegiate athletic programs only.

Animals

With the exception of service animals, no pets are permitted in the athletic facilities.

University recognized student organizations and academic programs

University recognized student organizations must submit their request for athletic facilities use through the Office of Student Services to the Athletics Director. Academic programs must submit their request for athletic facilities use to the Athletics Director. Rent will not be charged for facilities used by a registered student organization or academic programs for programs and events that serve the members of the University community and are not presented on an individual or commercial gain basis. Student organizations or academic programs may be charged for the cost of security, setup, cleanup, damages incurred during the course of an event, and any special fees required to present an activity and restore the facility to its original condition.

When any fees are to be charged for use of any facility, the registered student organization or academic program must file a memorandum of understanding between the user and the Athletics Director. This memorandum should outline the reason for any charges, the name and nature of the activity, the services to be provided, and any other agreements arranged on services, fees and facility usage.

Liability insurance

All external groups must present evidence of carrying liability insurance as specified by University Counsel.

University summer sport camps

The athletics facilities will be made available free of charge to head coaches of varsity teams to operate University approved summer sports camps. All financial matters pertaining to these camps must be transacted through the Athletics Director. All dates for the operation of summer camps must be approved in advance by the Athletics Director.

Use of University athletic facilities by external groups

Current athletic facility utilization patterns require Arkansas Tech University to impose limitations on the consideration of requests by external groups to utilize University athletic facilities. The major criteria for limitation in this instance will be:

1. Date
2. Space availability
3. Appropriateness of use

Among external groups, priority is given to athletic organizations of other public educational institutions, especially where facilities adequate to meet their needs are not available elsewhere.

All requests by external groups will be given fair and impartial evaluation. No groups should assume that prior utilization of University athletic facilities will guarantee future approval for such use.

Absent special approval, University athletic facilities may not be used by external groups for private fundraising activities for which the University is not the direct beneficiary.

All external groups must sign and return the necessary contracts in advance of the date of the event. An appropriate charge will be made for use of University athletic facilities by external groups as determined by the Director of Athletics

Recreational use by faculty, staff, and students

The following facilities are available for faculty, staff, and student recreation:

TECH Fit

Basketball courts in the Hull Building

Swimming pool in the Hull Building

Racquetball courts

Stadium track