



PERMANENT MEMORANDUM 32 USE OF LSU FACILITIES & PREMISES

POLICY DIGEST

Monitoring Unit: Office of the President
Initially Issued: August 28, 1998
Last Revised: May 6, 2003

The facilities and premises of the LSU System are to be used for accomplishing the educational objectives and programs of the constituent campus. Departments and Divisions of the LSU System, recognized campus groups, or non-university affiliated groups and organizations may be granted permission to use the facilities when there is no interference with the mission and objectives, either specific or general, of the LSU System. The following general policies shall govern the granting of permission to use university facilities:

- A. Departments and Divisions of the constituent campuses shall have priority in the use of university facilities. Recognized student organizations, organizations of faculty and staff, and affiliated organizations shall have priority over non-university organizations in the use of available university facilities. Normally, no charge will be made for use of facilities by university-related organizations; however, such use shall be at no direct cost to the LSU System or its campuses, and the administrative head of each campus may require the sponsoring organization to reimburse the appropriate campus for the cost of utilities, janitorial services, and other costs when such reimbursement seems appropriate.
- B. Educational, religious, and charitable organizations not affiliated with the LSU System or its campuses may be granted permission to use university facilities to sponsor educational, religious, or charitable programs. Programs of these organizations must be co-sponsored by a university-related organization or department with a logical relationship to the sponsored program. In all cases, these organizations will be required to reimburse the appropriate campus for the cost of utilities, janitorial services, and other direct costs. When admission is charged or funds are solicited, a certified accounting of funds may be requested by the appropriate campus head.
- C. Administrative officers responsible will exercise caution in long-range advanced scheduling which may pre-empt the use of facilities needed for the teaching, research, and other academic activities of the LSU System.
- D. The following special policies are to apply to the use of athletic facilities:
 1. When LSU System campuses are in session, use of the athletic facilities should be permitted by non-university groups for athletic events only with the sponsorship of a LSU System division or recognized campus organization.
 2. When LSU System campuses are not in session, the use of the athletic facilities by non-University groups may be permitted in accordance with restrictions which will insure that the best interest of the LSU System will be served.
 3. The use of university facilities, within which athletic competitions are conducted, by

professional sports teams is prohibited. However, such facilities may be made available to professional sports teams for special events of limited duration with the approval of the appropriate chancellor and the president of the LSU System. Approval of the use of such facilities shall be reported as an item of information to the LSU Board of Supervisors. In such cases, all applicable policies of the National Collegiate Athletic Association shall be followed.

The administrative head on each campus shall prepare and file with the Office of the Board of Supervisors such detailed procedures as he/she deems desirable and necessary for the implementation of the above policies.