

West Virginia University Parkersburg Board of Governors

**POLICY F-16
USE OF INSTITUTIONAL FACILITIES**

Section 1. General.

- 1.1. Scope. -- This rule governs use of institutional facilities by persons or groups both associated with the College and not associated with the College.
- 1.2. Authority. -- [W. Va. Code §§18B-1-6](#) and [18B-19-15\(d\)](#)

Effective Date. – June 18, 2024

Section 2. Policy Introduction.

- 2.1 Facilities at West Virginia University Parkersburg are intended for use in the conduct of its educational programs. As such, the College shall give first priority for the use of its facilities to the academic, administrative, and student functions of the institution.
- 2.2 In its many aspects of service to the public, the Board of Governors also recognizes the need for and permits the use of College facilities which may provide benefits otherwise not available in the community. Consideration of requests from campus and off-campus groups will be guided by this policy, which does not apply to noncredit instructional offerings.
- 2.3 West Virginia University Parkersburg declares its commitment to providing equal access to College facilities regardless of political philosophy, race, religion, color, national origin, ancestry, sex, age, blindness, or disability.

Section 3. Use by External Groups or Individuals.

- 3.1. The College may permit the use of facilities by the general community in a manner which does not compete with the ongoing programs of the colleges and universities of the State.
- 3.2. Use of campus facilities by individuals or organizations not associated with the College (i.e., external groups or individuals) may be permitted within the following guidelines:
 - (a) The College will make facilities and support services available only to the extent that their proposed use is not in conflict with the regular programs of the institution;
 - (b) The nature of the activities of the external users shall not be potentially physically

disruptive of the campus (e.g., all facility users must obey local noise ordinances under any federal, State, or local law, rule, or ordinance;

- (c) All external users are required to sign the College's standard Facility Use Agreement and provide evidence of such insurance protection as may be required to adequately protect the institution;
- (d) All charges assessed for the use of campus facilities shall be sufficient at least to cover all identifiable costs of both a direct and indirect nature; *Provided*, That the College may waive charges for indirect costs at the discretion of the President or his/her designee for nonprofit organizations and/or public bodies of the State of West Virginia, such as county school systems, etc. All charges must be reasonable, charged equally to all similar groups, and be published in advance. In turn, such groups using campus facilities may charge admission, but only for the purpose of covering the direct and indirect cost of the sponsored activities.

Section 4. Selling of Articles on College or University Campuses.

- 4.1 All solicitation and selling of products and articles on College property is prohibited except by organizations and groups directly connected with the institution and upon written approval of the President or her or his designee.