

COASTAL ALABAMA COMMUNITY COLLEGE			
Policies and Procedures Manual			
Title:	Availability of College Facilities		Approved by:
Insert:	09.01	Date:	04/01/2022
Replace:		Date:	06/01/2023
Reviewed:		Date:	06/01/2023
Remove:		Date:	



POLICY / PURPOSE:

It is the policy of Coastal Alabama Community College to ensure the College campuses and facilities are available for use by state, county, city, and non-profit agencies which support the College’s mission and goals.

In addition, Coastal Alabama Community College ensures compliance with [Board Policy 500.01](#).

SCOPE:

This policy applies to all Coastal Alabama Community College students and employees during any activity involving the College, including the workday. In addition, visitors, vendors, contractors, and all other non-employees may be expected to recognize and comply with this policy.

DEFINITIONS:

There are no definitions applicable to this policy.

DETAILS:

1. The College campuses and facilities are open to students, faculty, staff, and authorized visitors for the sole purpose of supporting the College’s mission and goals.
2. Unauthorized individuals or authorized individuals who are not in accordance with the College’s rules and regulations will be required to leave campus. Individuals who do not leave as requested may be arrested for trespassing in accordance with [Board Policy 510.10](#).

PROCEDURE(S):

1. To request the use of a college facility, complete the [Facility Usage Form](#).

ADDITIONAL PROVISIONS/INFORMATION:

There are no additional provisions/information applicable to this policy.