

Part 1. Purpose: The Rochester Community and Technical College (RCTC) campus is considered a hub for educational, recreational, social, and cultural events in the community, and the College recognizes the vital role that freedom of expression plays at an institution of higher learning. The primary mission of RCTC is to provide educational services to its student body, but the College also acknowledges the importance of providing members of the community with the opportunity to be exposed to diverse cultural experiences, differing viewpoints, participate in civil discourse, and peacefully assemble. The RCTC Campus is not open to anybody to come on the premises and do as they please. RCTC has the right to set expectations and parameters for a person's presence on college owned or controlled property and at College activities and to enforce such expectations, consistent with the First Amendment to the Constitution of the United States, to protect persons and property and orderly operations of the College. This Policy and subsequent Procedure are designed to provide for the effective and efficient use of RCTC property and facilities.

Part 2. General Principles and Information: The Rochester Community and Technical College campus and facilities are primarily designed to serve the educational functions associated with RCTC, College partners, and tenants. RCTC, Winona State University-Rochester (WSU-R), and/or other educational partners' functions take precedence over all uses of RCTC property and facilities, and any use of campus facilities by students or recognized student groups, non-affiliated organizations, or other individuals must not interfere with the educational operations of RCTC, or its educational partners. This policy concerns the use, subject to approval, of all buildings and areas of campus. The use of certain buildings or facilities may have other specific operational policies (e.g. the use of the Regional Sports Center, Regional Stadium, and Inflatable Bubble is controlled by additional policies and administered by the Director of Sports Facilities. Those policies are available on the RCTC website.)

Part 3. Procedures: To ensure the interest and safety of the College, groups using the RCTC campus and facilities will adhere to the RCTC Facility Use Procedures 6.7.2.1.

Part 4. Definitions:

For the purpose of this policy and procedure, the following definitions apply:

RCTC means Rochester Community and Technical College.

WSU-R means Winona State University – Rochester.

Educational Partner means Rochester Public Schools (RPS) and/or other education provider.

RCTC Department means an official department within RCTC.

Affiliated Organization means another Minnesota State Institution.

Commercial Activities means selling or offering to sell any goods or services as well as the solicitation or promotion of any goods or services.

Common Space means areas on campus open to the public, i.e., atrium, hallways, lounges, cafeterias, courtyards, etc.

Enrolled Student means a student enrolled in one or more classes during the academic year in which use of the facilities is sought.

Non-Affiliated Organization means an organization not affiliated with Minnesota State.

Recognized Student Group means a student group officially recognized by RCTC. See Minnesota State system Policy 2.1.

Trespass is any person who enters or remains upon the campus or other facility of the College after being directed to leave such campus or facility by campus authority. Individuals may be subject to trespass without a verbal warning or without posting trespass signs, and those who trespass may be subject to additional administrative, civil, or criminal sanctions.

Part 5. Prohibited Uses

Any activity that is prohibited by federal or state law or local ordinance is prohibited. RCTC facilities cannot be used in a manner so as to make it appear that RCTC endorses a sectarian, religious, political, or partisan position. Members of the RCTC community are required to adhere to RCTC policies, including applicable employee or student codes of conduct, as well as any lease agreements. Non-affiliated organizations must abide by their lease agreements, as well as all federal, state, or local laws.

Failure to abide by policies or agreements can lead to the cancellation of event use of facilities and prohibition of any further lease of facilities.

RCTC may also trespass or restrict an individual(s) from activities of the college and/or property owned or controlled by the College, or portions thereof, in order to protect persons or property from danger or damage, or to prevent disruption of operations.

Part 6. Emergency Restrictions

RCTC reserves the right to cancel any scheduled use of its facilities due to weather and other emergencies. RCTC retains the right to enter into agreements with local government units as needed to address any emergencies.

Part 7. Disclaimer

RCTC does not assume responsibility or obligation resulting from its decision to make facilities available pursuant to this Policy. Nor does such a decision indicate support for an individual or organization's objectives. Users of RCTC facilities must comply with all federal, state, and local laws.

Part 8. Appeals

Any decision made by the Vice President of Finance and Facilities may be appealed to the President. The appeal must clearly identify where the previous facilities decision was incorrect. Review of the facilities use decision by the President shall be de novo. No further appeals will be entertained.

Part 9. Parking/Access Fees

A user parking fee will be charged to all employees and groups renting the facilities. An access fee will be charged to all students.

Part 10. Posting Policy

Persons wishing to advertise events and services at designated locations throughout the campus will abide by the Campus Posting Policy 6.4.2.1 and Guidelines.

Part 11. Bookstore Policy

The College will operate a bookstore which provides an opportunity to purchase textbooks and other materials necessary for classes and activities of the College.

Part 12. Food Service Policy

It is the policy of the College to provide for food service and vending through a contractual arrangement.

Part 13. Event Security Policy

RCTC strives to be a safe and welcoming environment for all students, employees, and visitors. RCTC's Public Safety Department, in addition to other law enforcement providers, may be required to monitor large events. The cost of security is paid by the user if applicable.

Date of Implementation: Immediate

Date of Adoption: 1996

Revisions: 10/12/16; 4/25/23