
SPECIAL EVENTS POLICY

Special events range from athletic/competitive-type activities to dances to speakers. All of these events are important to students, faculty and staff to expand the educational opportunities and help build community on campus. Proper management of these programs is essential for maximum enjoyment of the participants and as a learning experience of the sponsoring organization.

Special events, which are large, will attract off-campus participation, and have the potential for high risk and/or disruptive behavior, are subject to specific guidelines. The FACILITIES COORDINATOR, in collaboration with the Department of PUBLIC SAFETY and the sponsoring organization will determine which of the following policies apply:

1. Attendees to a dance, party or other similar special event must show a college I.D. or proof of age of 18 years or older.
2. Advisor attendance is required if PUBLIC SAFETY staffing is necessary. The advisor must be in attendance throughout the event and the event is subject to closure if the advisor is absent.
3. If an attendee leaves the event, for which an admission is charged, she/he must pay to return and will be subject to any search which is being conducted on attendees.
4. If an event is held in the Union, the sponsoring organization is required to employ the services of a University Union employee to check I.D.'s.
5. All Special Events are subject to the Guidelines on Police Coverage for Special Events. These guidelines are available through the FACILITIES COORDINATOR.