

**Article IV:** Business and Non-Instructional Operations

**Section C:** Facilities

**Policy 010:** Facility Use

**IV.C.010:** The needs of the educational programs of the College are to be given first priority in determining uses of buildings and facilities. The College also recognizes its responsibilities to serve the community in other ways; and, therefore, will make buildings and facilities available for community use, providing such use is not in conflict with the needs of the educational programs. A fee may be charged, when applicable, for use of college facilities.

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**Policy 020:** Naming Facilities

**IV.C.020:** The Board recognizes the significance of naming facilities after individuals or entities who contribute significantly to the College through service or financial support.

The Executive Director of the Foundation shall keep the College President informed of any individuals or entities who should be considered for a naming opportunity. The College President shall make recommendations to the Board of Education. The Board of Education (not the Foundation Board) has the ultimate authority to make decisions on the naming of facilities. The Board may also agree to remove a name from a facility if there is evidence of a change in circumstances which would make the continued use of the name undesirable.

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**Policy 030:** Memorial Trees and Benches

**IV.C.030:** RCC recognizes the significance and symbolism in naming trees and/or benches on college grounds in memory of individuals and/or families who have been connected to the College. The Board supports recognition of donations to RCC to adopt and/or purchase tree(s) or bench(es) pursuant to administrative procedure. The location for any tree or bench will be finalized and approved by the College Facilities Department in coordination with the RCC Foundation and subject to the *College Master Plan*.