

UHM CAMPUS CENTER COMPLEX OPERATIONS POLICIES

ARTICLE I. PURPOSE AND ROLE

SECTION 1. PURPOSE OF THE COMPLEX

The buildings, grounds, programs, and services within the Campus Center Complex at the University of Hawai'i at Mānoa exist as part of the co-curriculum that contributes to the University's function of providing higher educational and student life opportunities. The Campus Center Board (CCB), the governing board of the Campus Center Complex, is committed to providing these spaces and opportunities for Campus community members including registered students, faculty, staff, and invited guests, while also being committed to preserving public health, safety, and welfare; the normal business uses of the Complex; and the rights of said Campus community members to legitimately use and enjoy the Complex. The spaces within the Complex are not places of unrestricted public access.

The CCB and/or Student Life faculty and staff who manage the Complex, its programs, and services, may regulate the time, place, and manner of activities in order to prevent unreasonable interference with or disruption of educational, co-curricular, research, outreach, normal business functions, and/or other normal or scheduled uses of its spaces by the Campus community or invited guests, as well as protect the public health, safety, and welfare of said parties.

All Federal, State, City/County laws and University policies are enforced within the Campus Center Complex.

SECTION 2. ROLE OF THE CAMPUS CENTER BOARD

The Campus Center Board (CCB) is responsible for the oversight of the Campus Center Complex, which includes: Campus Center, Hemenway Hall, and Warrior Recreation Center buildings, surrounding courtyards, and gathering places. CCB is also responsible for the facilities in which CCB programs operate in, such as designated spaces at lower campus used for recreational programming. CCB works in collaboration with faculty and staff in the University office which oversees Student Life activities to fulfill its role and responsibilities.

CCB is charged with the governance of the Campus Center Complex and all programs and services it funds. CCB provides administrative presence in its operations. CCB meets on a regular basis and will hear any proposed changes to existing policies and procedures, and may vote on changes after a proposal has gone through a Rules and Policies Committee meeting. Following this meeting, a motion may be made from the committee to accept proposed changes. Proposals may also be denied based on the criteria outlined in the CCB Policies.

Service areas are required to obtain CCB approval through a proposal or budget request for the following items:

- A. Personnel: New full-time positions. New full-time, part-time, and/or student positions that create a budget impact and/or modification.
- B. Budget: Annual and revised overall budget requests.
- C. Facilities: Physical plant modifications with budget impact, replacement of equipment, changes in layout which have budgetary impact. Determining the use and function of spaces within the Campus Center Complex. This includes designating spaces for services, programs, and operations.
- D. New Services: Establishing a new service (i.e. changes in scope of service).
- E. Operation Hours: Establishing or changing operation hours.
- F. Change of Rate/Fee: Establishing of new fees, Price/rate change and/or service area fee change.

ARTICLE II. BEHAVIORAL EXPECTATIONS IN THE CAMPUS CENTER COMPLEX

All users of the Campus Center Complex are expected to behave in a manner in harmony with the educational and co-curricular goals of the University. Users shall not interfere with the regular business of the Campus Center Complex including but not limited to: programs, activities, or daily operations.

The violation of any Campus Center Complex or University rules, regulations, or policies are grounds to terminate or deny the right of an organization or individual to use the Campus Center Complex's facilities.

ARTICLE III. ETHICAL AND SOCIAL RIGHTS AND RESPONSIBILITIES

The Campus Center Complex is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry, citizenship, disability, genetic information, marital status, breastfeeding, income assignment for child support, arrest and court record (except as permissible under State law), sexual orientation, national guard absence, status as a covered veteran, pregnancy, or domestic or sexual violence victim status. This policy covers admission and access to and participation, treatment, and employment in the University's programs and activities.

In addition to meeting fully its obligations of non-discrimination under University rules and regulations, State or Federal law, the Campus Center Complex is committed to creating a community in which a diverse population can live and work together in an atmosphere of

tolerance, civility and respect for the rights and sensibilities of each individual without regard to economic status, ethnic background, political views or other personal characteristics or beliefs.

Social responsibilities of importance to the CCB and its operations, include but are not limited to, sustainability.

ARTICLE IV. RULES OF THE CAMPUS CENTER COMPLEX

SECTION 1. ANIMALS

Animals brought to the Campus Center Complex must be under control and restrained so as not to present danger or disturbance to users of the Campus Center Complex. In the case of dogs, a chain or leash is required, and no dogs shall be permitted within buildings, except service animals.

SECTION 2 . BICYCLES

Campus regulations prohibit bicycles on sidewalks, mall area, or inside Campus Center Complex buildings and require bicyclists to yield the right-of-way to pedestrians. Bicycles shall be parked at designated areas. Folding bicycles in its stored position may be brought into the Campus Center Complex.

SECTION 3. BUILDING HOURS OF OPERATION

The hours of operation of the Campus Center Complex shall be approved by CCB prior to the start of a new fiscal year. Hours shall be posted for community reference. The Campus Center Complex is generally closed on all state holidays and during selected non-instructional periods. Hours may fluctuate on days prior to and after such periods.

The hours of operation Campus Center Complex vendors shall be determined by vendor contracts and agreements.

After hours use of open spaces in the Campus Center Complex by Campus Community Members and invited guests is limited to the lighted seating area on the second floor outside of Starbucks at Campus Center. Individuals who use this space after regular building hours to study or have meetings may be asked by Student Life or other University faculty or staff to provide a current/valid University issued ID. If a current/valid University ID is not available, the individual(s) will be asked to leave the premises.

All other Open Spaces in the Complex are closed after regular operating hours.

This does not apply to special events approved through the Student Life activities office that may occur outside of the normal operating hours of the Complex. This does not apply to faculty, staff, or vendors with key access to assigned workspaces.

SECTION 4. BUILDING SAFETY AND SECURITY

- A. Access to Entrances, Exits, and through Walkways- Event, speech, demonstration, or other activity within the Campus Center Complex shall not hinder or impede access to entrances, exits, or pedestrian walkways.

- B. Access to Workspaces and Issuance of Keys- Access to workspaces within the Campus Center Complex shall be determined by official capacity and job-related functions. Full-time personnel and student leaders/assistants will be issued keys by their advisor/supervisor. Advisors/supervisors shall make requests for keys from the designated Student Life faculty or staff member or designee who oversees CC Complex key management.
- C. Conduct- Event, speech, demonstration, or other activity within the Campus Center Complex shall not interfere with or disrupt the education process or other scheduled activities within the Campus Center Complex. This includes the use of any means of amplification that creates noise or diversion that disrupts the orderly conduct of business.
- D. Open Flames- Open flames shall not be permitted due to risk of fire. Requests for activity that may require an open flame must receive prior approval from the appropriate Campus Center Complex facilities designee . Requestor is required to provide a safety plan at the time of the request and the rationale for the need for an open flame.
- E. Sleeping and Camping-The Campus Center Complex will not be used for sleeping, camping, or overnight stays.

It is acknowledged that student users of the Complex have busy schedules and may need to take naps in between classes, work, studying, and/or engagement in other campus activities. Therefore, this policy does not apply to students who may nap for short periods of time during regular business hours. Naps taken by students during regular business hours must not disrupt normal business of the Complex or the rights of other users. Laying on the floor or other areas, and/or moving furniture to create laying spaces will not be allowed. If a student who is napping is approached by a Student Life or other University faculty or staff member, the individual will produce a student ID for verification purposes. If a student ID is not available, the sleeping and camping policy will be enforced. Student napping is not allowed outside of regular operating hours of the Complex.

Any special reservation requests for overnight use of Complex spaces that may involve attendees engaging in activities that might appear as or involve sleeping or camping must be approved by designated Student Life faculty or staff.

This does not apply to UHM students studying in designated after hours open spaces overnight.

- F. Vagrancy, storing of personal property in common areas without prior approval, and/or leaving unattended items

1. Vagrancy

The Campus Center Complex will not be used as a place of residence. Vagrancy and vagrant behaviors are not allowed. For the purpose of this policy, vagrant behaviors include but are not limited to: using the Campus Center Complex as personal space to lounge, sleep, or watch TV for extended periods of time, to store personal property, to rifle through trash or recycling receptacles, to urinate or defecate in public other than in a designated restroom, etc. Such use will not be

interpreted as normal use of the Campus Center Complex by students, faculty, staff, or invited guests engaging in the educational processes of the institution.

2. Unattended Items

- a. Unattended items are not allowed in the Campus Center Complex and are subject to removal and disposal by appropriate faculty or staff. Unattended items are defined as items left unattended by a Campus Center Complex user for a period of fifteen (15) minutes or longer.
- b. To protect the public health, safety, and welfare of all users of the Campus Center Complex, all items deemed unattended will be approached with caution. Items that are not deemed suspicious, perishable, or odorous will be submitted to "Lost and Found". Items deemed suspicious will be managed in accordance with the Emergency Response Procedures of the office that oversees security for the campus (e.g. Campus Security, Department of Public Safety).

SECTION 5. DRUGS

The solicitation, sale, use, or possession of dangerous drugs, restricted dangerous drugs, or narcotics, as these terms are used in Hawai'i Revised Statutes, are prohibited on all Campus Center Complex properties and facilities. Drugs, lawfully prescribed pursuant to medical or dental care, or when lawfully permitted for the purpose of bone fide research, instruction, or analysis are exempt.

The University of Hawai'i at Mānoa and the Campus Center Complex enforces all drug laws with the force and effect required to maintain the lowest possible level of availability of all drugs in the University community. Violations of any of the above will result in State, Municipal, and University sanctions.

SECTION 6. EXCEPTIONS

CCB may grant exceptions to established policies, procedures, and/or practices when the interests of CCB would be served by said exception. CCB may delegate to designated Student Life faculty or staff any or all of their authority to grant exceptions, to interpret rules and practices, and to enforce policies and procedures.

Members of the campus community may propose action, change, and/or make suggestions to the Campus Center Complex Operations Policies by submitting a written proposal to the CCB.

SECTION 7. FILMING AND PHOTOGRAPHY

This section applies to motion pictures, filming, videotaping, still photography, and digital imaging. Individuals and groups that are not affiliated with the University and are interested in filming at the Campus Center Complex shall abide by any guidelines for filming and photography established by the appropriate University Office. University-affiliated individuals, groups, and departments shall make their requests to film to the designated Student Life faculty or staff member or designee. Prior approval is required.

SECTION 8. FIREARMS

Any person, who brings or possesses a firearm on the grounds of the University, without the prior written permission of the office that oversees security for the campus (e.g. Campus Security, Department of Public Safety), or as otherwise provided by law, is in violation of State law and University regulations.

SECTION 9. KNIVES

No person on the Campus Center Complex property shall wear upon his/her self or have within his/her control a sheath knife or “buckskinning” knife of any length, nor shall he/she have in his/her possession or under his/her control a dirk, dagger, or knife.

SECTION 10. NOISE

Noise level control for programs held within the Campus Center Complex shall rest with designated Student Life faculty or staff to include the cessation of the program if unacceptable noise levels persist. Users should be aware of noise levels at all times but especially when using sound systems or amplification devices. Use of sound systems or amplification devices must be approved by designated Student Life faculty or staff in the reservation process.

SECTION 11. POSTING, STAKING, DISTRIBUTION OF PRINTED MATERIALS, CHALKING

A. Posting Banners

Registered Independent Organizations (RIO), Chartered Student Organizations (CSO), and/or University of Hawai‘i at Mānoa Departments may have banners posted in designated areas of the Campus Center Complex under the following conditions:

1. Banners must state time, date, location, and sponsoring organization. Banners must state the event is open to eligible University of Hawai‘i at Mānoa community or the public.
2. There will be a limit of one banner per event per day unless prior approval by the delegated designee is received.
3. The maximum size of the banner shall be 3' x 6'.
4. Banners will be displayed on a first-come, first-serve basis by date of receipt.
5. Banners will be displayed not more than fourteen (14) academic days prior to the event.
6. Banners must be in the best interest of the University of Hawai‘i community.
7. Banner must advertise a special event that is held on the University of Hawai‘i at Mānoa campus and is open to eligible University of Hawai‘i at Mānoa community members or the public.
8. Banner must be made of a weather tolerant material and the surface printed with non-water soluble ink or paint.
9. Display of banners utilizing or depicting patently offensive materials is not allowed.

10. Banner will be put up and removed by Campus Center Complex personnel.

11. It is the organization's responsibility to pick up the banner within two (2) working days after the last day of the reserved date. Failure to pick-up or provide written instructions about the banner will result in its disposal.

CCB shall designate locations for banner use. CCB may grant exceptions to this policy and will be the final appeal body in any dispute arising from these policies and their enforcement.

B. Posting on Bulletin Boards

The bulletin boards within the Campus Center Complex are under the jurisdiction of CCB. CCB shall designate locations for general bulletin boards including electronic displays. Posting of notices, posters, and other printed and written materials is permitted on the following designated bulletin boards located within the premises of the Campus Center Complex.

1. Guidelines and Procedures

- a. The posted material must indicate the event, time, date, location, and the name of the sponsoring CSO, RIO, and/or department. For poster monitoring purposes, the date of the event must be in English. Further, publicity materials shall include the following disclaimer for RIOs and non-University of Hawai'i-affiliated organizations: "The RIO (or organization) is separate, independent, and distinct from the University which is not responsible for the RIO's (organizations) acts or omissions."
- b. The maximum size permitted for posted materials on the general bulletin boards is 8 ½ inches by 11 inches. Oversized materials shall be removed unless prior written approval is granted by the Campus Center Complex facilities designee.
- c. Posting of materials on walls, sides or doors of buildings, the surface of walkways or street, posts, furniture, waste receptacles, benches, trees, and plants, or in any place other than the general bulletin boards provided is prohibited.

C. Staking

Staking of ground stakes, lawn signs, banners, flags, and other material is permissible with prior approval from designated Student Life faculty or staff. All requests shall be in writing. Staking shall only be in designated areas. Material staked in non-designated areas will be removed. This requirement is to prevent any damage to the landscape as well as underground sprinkler and drainage systems.

D. Distribution of Printed Materials

Distribution of non-commercial material is allowed in the Campus Center Complex but must not physically impede the progress of passersby or create litter. Any materials that become litter shall be removed by the distributors. Materials of a commercial nature

shall not be distributed within the Campus Center Complex without approval of the designated Student Life faculty or staff through the table or space reservation process.

E. Chalking

Chalking by UHM student, faculty, and/or staff members, UHM student organization, and/or UHM department is allowed in the Campus Center Courtyard on flat (horizontal) surfaces in open areas, including the Campus Courtyard stairs and concrete areas. This does not include the pavers or tiles. Chalk used must be water soluble, non-toxic, and non-spray. The use of markers, paints, oil-based products, or spray chalk is prohibited. Chalk is not removed naturally by rain therefore when seeking approval to chalk, requestors shall include plans for proposed removal of chalk after the related event. Prior approval from designated Student Life faculty or staff is required. Designated Student Life faculty or staff shall determine the final cleaning arrangements.

CCB and the University shall not be responsible for additional chalking added by other members of the Campus Community that might interfere with the message that has been chalked.

Chalking is prohibited on all vertical surfaces in the Campus Center Complex including but not limited to, walls, ceilings, benches, trees, picnic tables, signs, poles, newsstands, columns, light poles, trash receptacles, recycling receptacles, bricks, murals, artwork, bulletin boards, and other University-owned equipment and property.

Chalking not related to a specific event will be removed at periodic cleaning intervals established by designated Student Life faculty or staff.

CCB or designees reserves the right to clean and remove chalking which does not comply with this policy.

SECTION 12. RESTRICTIONS

- A. Alcohol- Prior written approval shall be obtained to serve and consume alcoholic beverages at events and activities scheduled in the Campus Center Complex. Event sponsor shall assume all liabilities related to serving and consuming alcoholic beverages at events and activities at the Campus Center Complex. Event Sponsor is required to respond to health and safety requests by Campus Center Complex personnel when alcoholic beverages are served and/or consumed at events and activities, locations, and/or when events and activities are held at Campus Center complex. Such requests may include but are not limited to the need to have security and liability insurance at the proposed event. All events that serve alcoholic beverages must be provided and serviced by the Student Affairs food service provider.
- B. Cooking- Cooking is not allowed unless the group, contractor, or vendor is contracted to provide such service to the Campus Center Complex or with prior approval from the designated Student Life faculty and staff.
- C. Conduct- Event sponsor shall be responsible for the conduct of their members and guests at events and activities scheduled in the Campus Center Complex.

- D. Damages- Event sponsor shall be responsible for damages resulting from the use of Campus Center Complex facilities and/or equipment and furnishings, and for any loss of equipment and furnishings.
- E. Furnishings- Equipment and furniture shall not be moved or rearranged without prior approval from the appropriate Campus Center Complex facilities designee.
- F. Regulations- Failure to observe any statutes, ordinances, laws, rules, and regulations may result in suspension of scheduling privileges and payment for any or all damages and restorations.
- G. Reservations- Event sponsor shall make reservations for meeting rooms with the appropriate Campus Center Complex facilities designee. No space will be specifically allocated to any one organization.

SECTION 13. SKATEBOARDS, SCOOTERS, HOVERBOARDS, ROLLERBLADES, AND INLINE SKATES

The operation of skateboards, hoverboards, scooters, rollerblades, inline skates, etc. are prohibited within the Campus Center Complex, its driveways, paths, and grounds.

SECTION 14 . SOLICITATION

- A. No solicitation shall be conducted in the Campus Center Complex, its structures, facilities, or on any grounds, sidewalks, or streets of the premises without prior written approval. Any individual soliciting must have the written approval in their possession and available to present such approval upon request.
- B. Under this rule, the following activities shall not be deemed as solicitations and therefore are allowed:
 - 1. Sale or offer for sale of any newspaper, magazine, or other publications by means of a vending machine in an area designation by CCB, or the sale or offer for sale of such materials by individuals which is conducted in compliance with the practices and procedures governing the time, place, and manner of such activities.
 - 2. Sale or offer for sale of any food or drink items by means of a vending machine operated by the University of Hawai'i at Mānoa or its subcontractor in any area designated by the University of Hawai'i at Mānoa.
 - 3. The operation by the University of Hawai'i at Mānoa or its subcontractor of any bookstore, specialty store, laundry, cafeteria, bank, barber shop, or other service facility maintained for the convenience of the students, faculty, or staff.
 - 4. The collection of membership fees or dues by registered independent student, faculty, or staff organizations.

5. The collection of admission fees for the exhibition of movies, speakers, or other programs that are conducted or sponsored by the University of Hawai'i at Mānoa or a registered independent student, faculty, or staff organizations.
 6. Approved fundraising activities sponsored by registered independent student, faculty, or staff organizations, or other University-affiliated organizations for the benefit of the University of Hawai'i at Mānoa.
 7. Fundraising activities sponsored or co-sponsored by the University of Hawai'i at Mānoa.
 8. The sale or offer for sale of any publication of the University of Hawai'i at Mānoa or of any book or other printed material to be used in the regular academic work of the University of Hawai'i at Mānoa.
 9. The sale of goods or services, admission charges, fees, or other solicitation of funds in conjunction with an authorized activity by an organization without University affiliation when it is established to the satisfaction of the University of Hawai'i at Mānoa that the proceeds from there are to be used exclusively to defray the expenses of conducting that activity.
- C. CCB reserves the right to approve other forms of solicitation that the Board determines to be in the best interest of the Campus Center Complex.
- D. Approved solicitation activities are expected to meet current University guidelines and procedures.

ARTICLE V. USE OF CAMPUS CENTER COMPLEX FACILITIES

The use of buildings, facilities, or grounds by organizations and individuals is contingent upon the agreement of the officers of the group or individual to assume the responsibility for observing Campus Center Complex and University policies, to include the following:

- A. Events are orderly and lawful.
- B. Programs or activities do not interfere with the instructional program of the institution.
- C. Programs or events are consistent with the educational purposes of the University.
- D. Activities are non-commercial in nature, i.e., do not display commercial advertising unless contracts or clearances have been obtained.
- E. Events observe Campus Center Board, University, and State regulations, including with regard to the collection of funds.

Reservation of Campus Center Complex facilities and equipment by an authorized individual/responsible officer representing the organization, or individual, through the CCC event management system or by use of applicable reservation/use forms attests to the acceptance of

responsibility for observing University regulations. This means that those persons have accepted the responsibility as individuals, or for its organization to abide by the rules and regulations of the Campus Center Complex and the University of Hawai'i at Mānoa.

ARTICLE VI. RESERVATIONS

SECTION 1. USER GROUPS AND SPONSORSHIPS

A. User Groups are eligible to reserve within the Campus Center Complex. The User Categories are as follows:

1. Category 1: CCB, CCB affiliates, SLD initiated program
2. Category 2: Other UHM Chartered Student Organizations (CSOs)
3. Category 3: Board of Regents (BOR), Ellingson Bittner Award Recipients
4. Category 4: Registered Independent Organizations (RIOs),
5. Category 5: University of Hawai'i at Mānoa departments, University of Hawai'i alumni organizations, FRAUHM, Clerical Association
 - a. Category 5A: University of Hawai'i at Mānoa special program
6. Category 6: University of Hawai'i at Mānoa department/CSO/RIO sponsored event
7. Category 7: All others

B. Sponsorships

1. University-affiliated organizations may sponsor other organizations or individuals and thereby qualify for use of facilities at the Campus Center Complex.
2. The sponsoring organization shall be responsible for all damages resulting from the use of the facility.
3. The sponsored organization shall agree to comply with all University rules and regulations, CCB, and Campus Center Complex policies.
4. University-affiliated organizations may sponsor events with an educational purpose.
 - a. The sponsorship of an event shall not imply approval or endorsement of the views expressed by either the sponsoring organization, the University of Hawai'i at Mānoa, and/or CCB.
 - b. Scheduling procedures shall be followed prior to completing arrangement for the sponsored activity.

SECTION 2. RESERVABLE SPACES

The Campus Complex offers reservable spaces for meetings, events, speakers, programs, and/or activities to achieve the University's education mission. Reservations are on a first-come, first-serve basis. In order to ensure that the Campus Center Complex is available for student events and programs, some restrictions may apply to non-student programs and events. Charges may apply based on user category.

A. Ballroom

The Campus Center Ballroom may be reserved as one large unit or divided into sub-units.

B. Courtyards

The Campus Center and/or Hemenway Courtyards may be reserved for events. Musical events in either courtyard must conform to noise rules. The Campus Center Board Activities Council has priority for use of the Courtyard spaces in the Campus Center Complex.

C. Display Tables

Display tables may be reserved at designated locations on the first and second levels of the Campus Center. A display board may be reserved and used in conjunction with a table. Nothing is to be attached on any surface of the building in any way. Groups are required to stay within their assigned/confirmed space. Display table reservations may be limited during periods of high demand such as the first two weeks of the semester.

D. Meeting Rooms

Campus Center and Hemenway Hall meeting rooms may be reserved. A default set-up is established for each meeting room. Requests for changes to the default setup are welcome, including requests for AV equipment. Requests may incur charges.

Items should not be left in reserved spaces after an event. This includes for multi-day reservations. The Campus Center Complex and University are not responsible for any items left in its spaces.

SECTION 3. ADVANCED SCHEDULING

Advanced scheduling of reservable spaces may be permitted up to 12 months in advance of the date required. Series events for the Ballroom, Campus Center Courtyard or Hemenway Courtyard may be scheduled for a month at a time starting on the 15th of the month prior to the scheduled dates. In order to ensure that the Campus Center Complex is available for student events and programs, some restrictions may apply. Excessive room reservations and/or blocking of rooms are not allowed.

SECTION 4: CHARGES AND PENALTIES

Charges for rental space, setups, non-regular hour use, damages, etc are all based on the CCB approved price list. Request for cancellation for meeting rooms must be received at least 24 hours before the scheduled date. Request for cancellation for the Ballroom and/or catering must be received at least one week before the scheduled date. The user will forfeit rental payment for the first day if cancellation notice is not received. Subsequent days will be cancelled. The user may also lose future scheduling privileges. Fees may be assessed for damages.

SECTION 5. SAFETY AND SECURITY AT EVENTS

Events held at the Campus Center Complex may be subjected to safety and security requirements subject to assessment by Campus Center Meeting and Event Services. Security requirements may include the need for contracted security staffing and/or liability insurance. All events are required to have an onsite event manager that serves as the event and/or organization's authorized contact personnel. Campus Center Meeting and Event Services may require proof of liability insurance for non-affiliated groups.

SECTION 6: MUSICAL PROGRAMS

Musical programs hosted in the Campus Center Complex shall be approved through the established space reservation process. Determination of site for musical programs shall rest with the designated Student Life faculty or staff in consultation with the sponsor and/or advisor of the program.

SECTION 7: SOUND EQUIPMENT

Only the Campus Center Complex audio system shall be used for musical events in the Campus Center Forum, Hemenway Courtyard, and terrace areas, with an exception to this policy being the Campus Center Courtyard and Ballroom, where the use of the Campus Center Complex audio system is not a requirement.

ARTICLE VII. SERVICES OF THE CAMPUS CENTER COMPLEX

The CCB provides a variety of services within the Campus Center Complex and at other designated spaces to enhance student life and the student experience. These services are provided according to the mission and values of the CCB and its charter. These include CCB subsidized direct services provided by Student Life faculty or staff, as well outsourced services through vendors.

Direct services include (but are not limited to): Meeting and Event Services, Ticket, Information and ID Services, Computer Lab and Lounge, Graphics, and Recreation Services. The CCB may offer new services and discontinue services based on constituency and economical needs.

ARTICLE VIII. CAMPUS CENTER COMPLEX VENDORS

CCB may approve vendors to provide services or display and sell products that serve the University of Hawai'i at Mānoa campus community. An agreement is required between the University and each vendor which describes, but is not limited to, the agreement's terms, applicable fees and payments, general liability insurance, and general excise tax requirements.

ARTICLE IX. FOOD SERVICES

CCB may approve food service vendors to provide meals within the Campus Center Complex in line with the University's educational mission.

Amended: 01-19

Note:

Approved unanimously on 1/29/19 by CCB