



ACCREDITATION EVIDENCE

Title: Policy 1330A: College Property

Evidence Type: Clear

Date: 9 September 2021

WAN: 22-0197

Classification: Policy

PII: No

Redacted: No



COLLEGE PROPERTY

References: U.S. Constitution – First Amendment; Article 19 of the Universal Declaration of Human Rights (UDHR); Wyoming Statutes: §12-4-502, §12-6-101 through §12-6-103, §21-18-303, §21-20-108(a)(i), §34.1-1-203, §34.1-2.A-101, §34.1-2.A-301, §34.1-2.A-507, §35-1-103, §35-1-105, §35-1-222-§35-1-224, §35-1-229, §35-4-101, §35-4-103 to §35-4-114, 35-4-133, 35-4-134, §35-7-1036, §35-7-1039, §35-7-1056, §35-13-201

Western Wyoming Community College (the College) facilities and equipment, including all campus grounds, are used primarily for the support of the regular educational functions of the College and the activities necessary for the support of these functions. College-sponsored functions take precedence over any other activities. See the priorities for facility use in the appropriate procedure(s).

The College establishes regulations and set fees for the use of its equipment and facilities by the community. Property used by College departments, schools, employees, students, volunteers or visitors belongs to the College as a whole and not to any College department or division to which it has been assigned or to any College employee, student, volunteer or visitor that has been granted permission to use said property. College staff members shall be held accountable for any damage resulting from their negligence to property assigned to them and shall not lend such property or permit the property to pass out of the control of a College employee, except upon written permission from the Vice President for Administrative Services or their designee.

Requests for usage of College facilities, equipment, or materials by employees, students, or outside organizations shall be made to the appropriate office as per College procedures. Requested utilization not in conjunction with the College's role and mission, as designated in Wyoming statutes, shall be assessed charges for such usage. The College reserves the right to deny usage of College facilities, equipment, or materials for purposes not conducive to the interest of the College, its employees, students, or community as a whole. Unauthorized use or possession of College facilities, equipment, or materials is strictly forbidden. Organizations may use College facilities; however, the College may deny or cancel any activity in preference to instructional or student activity programs which have priority.

Violation of this policy or College procedures by College employees may lead to disciplinary action or involvement of the local law enforcement.

Speech: Time, Place and Manner

The College supports the right of students and student organizations to examine and discuss all questions of interest and to express opinions publicly and privately as an exercise of their rights of free expression. Administrative procedures to regulate reasonable time, place and manner of the exercise of free expression shall be provided to prevent infringement upon the rights of others or interference with regular and essential operations of College facilities and programs.

Soliciting Funds on College Property

The College recognizes its role as a community resource and when possible, shall make its facilities and equipment available according to the regulations and procedures outlined in the appropriate procedure(s). College facilities and equipment may not be used for the purpose of direct product sales not related to an authorized activity of the College or College groups, and no efforts at solicitation by uninvited non-campus groups or individuals will be permitted on campus. Salespersons or agencies must have permission to solicit on College property.

Advertising or Distributing Information on College Property

The College supports the principle that a college should be a "free" marketplace where ideas are expressed and debated. This principle, therefore, will govern the College's policy on distributing information and advertising activities or products.

The College must approve both the distribution of information and the advertisement of activities or products. The College will not approve any activity that may interfere with its operations. Moreover, College facilities may not be used in any manner that involves the College in promoting or endorsing any ethnic, political, sectarian or religious position.

Alcohol or Tobacco Use/Smoking/Vaping/Illegal Substance Use

The College is committed to promoting a healthy lifestyle and workplace environment and will support administrators, faculty, staff, and students. Use, possession or distribution of alcoholic beverages, illegal drugs, other controlled substances, or paraphernalia is prohibited. The College President may choose to allow alcohol to be served at events in College facilities. Approval must be obtained in advance of any event and only the College President can grant approval. The College President will take requests into consideration based on the number and age of attendees, the purpose of the event, event supervision or security provisions, location, date and time of the event, and any other factors the College President deems relevant. The College President's decision is discretionary and final. See Policy 1330B for more information. Abuse, misuse, unauthorized sale or distribution of prescription or over-the-counter medications is also prohibited. The College has adopted a tobacco use/smoking/vaping policy that supports a healthy environment for all who are on the grounds of any of our district locations.

The College's tobacco use/smoking/vaping policy is to be communicated and continually reinforced to all members and guests of the College community in a simple and respectful manner. The establishment of a tobacco use/smoking/vaping policy is not intended to drive tobacco use and/or smoking/vaping from College-owned or leased properties to neighboring properties. The consideration and cooperation of tobacco users and non-tobacco users alike are needed to fully implement this policy. The College requests that the campus community be law abiding concerning possession and use of tobacco/electronic smoking devices on campus property. See Procedure 1330A.3 for more information.

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