

# Auburn University at Montgomery

## Policies and Procedures

Title: Outdoor Property Placement Policy

Responsible Office: Vice Chancellor for Financial Affairs and Facilities

### I. PURPOSE

To establish a policy outdoor furniture placement.

### II. POLICY

With a view toward providing areas to promote social interaction and enhance university campus life, Auburn Montgomery encourages the use of campus grounds by students, faculty, and staff. In addition to use of campus grounds, campus groups are encouraged to provide outdoor property to be placed in designated areas for the use and enjoyment of the entire campus community as well as visitors.

### III. EFFECTIVE DATE

May 2001

### REVISED DATE

February 2009

### IV. APPLICABILITY

This policy applies to all faculty, staff, students, student groups, alumni, and alumni groups.

### V. RESPONSIBILITY

Responsibility for the implementation and administration of this policy rests with the Vice Chancellor for Financial Affairs and Facilities.

### VI. PROCEDURES

1. All requests must be submitted in writing on the attached form.
2. Request must be approved before outdoor property is placed.
3. All furniture must be designed to allow for proper installation in an outdoor setting.

**VII. INTERPRETATION**

Any questions arising concerning this policy will be interpreted by the Vice Chancellor for Financial Affairs.

**APPROVAL TO PROCEED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_