Facilities Scheduling Policy Committee
Agenda Outline Fall 2009

Agenda Items:

- Tuesday, October 27, 2009 – 1:00pm Commons Crest Room
  1. Review Charge of the Committee
  2. Review of Committee Membership
  3. What are the needs for the University?...space usage, conflicts, space rental, etc.

- Tuesday, November 17, 2009 – 1:00pm Commons Crest Room
  1. Contracts for 25 Live – Scheduling Service Suite
  2. Demo of 25 Live

- Tuesday, December 22, 2009 - 1:00pm Commons Crest Room
  1. What Types of Events Do We Want on Campus?...when, where, etc. policy development
  2. Scheduling of Conferences – affiliated or non-affiliated, who is responsible, what do we charge & how do we educate constituencies?
  3. Green Space Usage and Charges
  4. Removal of Unauthorized Groups or Events from Campus...potential policy to deal with trespassing
  5. Other topics previously identified