Policy Title
Use of Educational Facilities

Identifier
UofSCSOMG – FCMN – 2.00

<table>
<thead>
<tr>
<th>Prepared by: Manager, Facilities and Integrated Technology</th>
<th>Review Date: 06/15/2018</th>
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<tbody>
<tr>
<td>Reviewed by: Student Affairs Review Committee</td>
<td>Approval Date: 06/18/2018</td>
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<tr>
<td>Approved by: UofSCSOMG Policy Committee</td>
<td>Effective Date: 07/16/2018</td>
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LCME Standards
Standard 5

Scope
University of South Carolina (UofSC) School of Medicine Greenville faculty, staff, and students

Policy Statement
Provide guidelines for reserving and use of UofSC School of Medicine Greenville educational spaces

Reason for Policy
Facility Management

Procedures
Medical school facilities are first and foremost to provide for the needs of the medical education program. In addition, the medical school promotes periodic professional development events and programs for students and faculty with speakers, professional groups and organizations whose goals and intents are aligned with the strategic priorities and guiding principles of the UofSC School of Medicine Greenville.

Medical student and interprofessional groups and organizations with at least 4 student members and a faculty advisor may reserve small group rooms in UofSC School of Medicine Greenville on a space available basis at times that do not interfere with curricular activities.

With the exception of accredited Continuous Professional Development activities, outside commercial or professional groups are not permitted to solicit or to represent commercial or political interests. A request by a medical student organization for meeting space in UofSC School of Medicine Greenville to host such a group will be subject to review by Student Affairs based on criteria consistent with guiding principles.
All use of facilities is subject to the guideline set forth in the HSC Facilities Use Policy.

**Sanctions**
N/A

**Contacts**
Executive Director, Business Operations and Finance
Manager, Facilities and Integrated Technology

**Related Information**
HSC Facilities Use Policy
USC-STAF 3.12-Off-Campus Speakers
UofSCSOMG STAF 15.2- Student Lounge Maintenance Policy
UofSCSOMG STAF 15.1- Study Room Use

**History**

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<tr>
<th>Date of Change</th>
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<tr>
<td>July 2019</td>
<td>Editorial changes made due to branding updates and titles, formal approval not required.</td>
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<tr>
<td>July 2018</td>
<td>Policy formalized into standardized template, LCME CQI</td>
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