

Bergen Community College
Board of Trustees
Section: FIN

Policy # FIN: 011-001: 2018

Effective Date:

Responsible Official:
Executive Director of Finance

College Rental of Off-Campus Classrooms/Facilities

Reason for Policy: To state the policy on off-campus classrooms/facilities rentals

Entities Affected by this Policy: Board of Trustees, President, Executive Team, Deans and faculty

Policy Statement:

The President of the College is authorized to initiate contracts for rental of off-campus classrooms and/or instructional facilities when necessary to fulfill the mission of the institution. The rate paid by the College for renting classrooms and/or instructional facilities will be according to the authorized and customary fee schedule of the local entity.

Procedures:

Related Documents/Policies:

Policy History:

Adopted: 4/2/2007

Amended:

Updated: 5.25.18