

**BOARD POLICY**  
**San Mateo County Community College District**

**Subject:** 8.80 Community Use of District Facilities  
**Revision Date:** 4/12; 6/15  
**Policy References:** Education Code Sections 82537 and 82542; Title 5 Sections 59601 et seq.

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1. The San Mateo County Community College District, as a community institution, is oriented to the educational, cultural and recreational needs of all citizens of San Mateo County, and the Board of Trustees and administration encourage the use of all facilities when they are not required to carry on the programs of the District.
2. The use of District facilities by community groups and public agencies shall be granted under the provisions of the Civic Center Act (Education Code Section 82537 et seq.) in accordance with the law. The Chancellor or designee shall establish procedures regarding the use of District property and facilities, including property designated by the District as a Civic Center, by community groups, outside contractors, and others.
3. The administrative procedure shall include reasonable rules regarding the time, place, and manner of use of District facilities. Public use of District property shall not interfere with scheduled instructional programs or other activities of the District on behalf of students. No use shall be permitted that will interfere with the use and occupancy of a college facility or grounds for the purposes of the community college programs or activities. College activities include, but are not limited to, day, evening, weekend, community service, and continuing education activities.
4. Persons or organizations using District property may be charged such fees as are authorized by law. Use of the District's Civic Centers will be only for the purposes described by the California Legislature in Education Code Section 82537(a). The District administration shall permit use of available facilities and may charge fees to the various community, public, non-profit, private and religious organizations under the conditions of and as authorized by Education Code Sections 82542 and 82544. The administration shall determine the utility costs, direct costs and the fair rental value and establish a schedule of fees which shall be adjusted as needed.
5. Permitted uses under this policy are to be for short-term and temporary needs. No possessory interest is intended by any permitted use of a college facility. No use shall be permitted under the authorization of this policy that constitutes a monopoly for the benefit of any person or organization. Facility uses that may be long in duration, that represent an exclusive use, or that are for commercial purposes not covered by the Civic Center Act provisions of the Education Code or this policy must be presented and approved by the Board of Trustees prior to occupancy.
6. No group or organization may use District property to unlawfully discriminate on the basis of federal or state protected classes including, but not limited to: race; color; national origin, ancestry or citizenship status; religion or creed; age; marital status; sex and gender (including sexual orientation and identity; gender identity and gender expression); physical or mental disability; genetic information; medical condition; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or because one is perceived to have one or more of the foregoing characteristics or associates with a person or group with one or more of these characteristics.