OM 7.6.0 Use of University Property

Policy

University property is intended solely for use that promotes and enhances education and scholarship, and for activities supporting these missions, such as housing, feeding, and recreation of students, staff, faculty members, conference participants, and guests.

1. University Property

   University property includes, but shall not be limited to, the following:
   a. The name Clarkson University, all derivations thereof, and all letterheads, stationery, logos, trademarks, and trade names incident to the business and activities of Clarkson University;
   b. All campus buildings and facilities, fixtures, utilities, and real estate;
   c. All University equipment, vehicles, furnishings, artworks, supplies, and inventory;
   d. All University computing resources, library holdings, telephone and communication systems, keys, and campus mail.

2. Unauthorized and Improper Use of University Property

   Unauthorized and/or improper use of University property by any persons shall constitute cause for dismissal of and financial restitution by such persons.

   Improper use of University property shall include, but not be limited to, the following:
   a. Use for any illegal or immoral purpose;
   b. Use that is personal in nature and/or incident to or connected with an institutional mission for which the user has not received authorization from the University;
   c. Use for which the specific property is not intended or designed, or which could result in damage to University property;
   d. Any use which creates a hazardous or dangerous condition posing a threat to persons or property;
   e. Use infringing the rights or freedoms of members of the academic community, or which disrupts or obstructs the institutional mission;
   f. Use which promotes the interests of business, political, or religious organizations to the exclusion of the interests of others, similar organizations, or organizations with other points of view;
   g. Any unauthorized loan or rental of University property.

3. Loan of University Equipment

   University equipment may not be loaned to individuals. Occasionally, at the discretion of the vice presidents or deans, or an authorized designee, it may be desirable to loan equipment to institutions or industrial companies in the interest of good public relations. In all such cases where such equipment is removed from the University premises, the vice president or dean or authorized designee must secure a signed receipt for the equipment embodying a guarantee of its return by a specific date in good condition. It is the responsibility of the vice president or dean to see that the terms of the receipt are carried out.

History

July 1987