A New Concept in SUB's: Law and Order

By JACK SOMMERS SUB Affairs Secretary

Groups of students or individuals wishing to use the various facilities of the Building are classed according to the following priority of use:

a. Student Union Organization those sponsored by and receiving budgets from the Student Union. b. Recognized Student Organizations - those listed

as recognized as student organizations but having no direct affiliation with the Student Union.

c. University Related Organizations - those formed by students, faculty, alumni, and/or staff of University and groups sponsored by any departments of the University.

d. Non-University Organizations - those from outside University Community.

A representative of a group wishing to book facilities must fill out a reservation form and make all special arrangements at least seven days prior to the date of the function. This may be done at the Enquiry Desk in the Main Lobby or at the SUB Operations Office in Room 210 on the third floor. Changes, additions, and deletions must be made in writing no later than two days before the event.

For Student Union Organizations requesting facilities for non-money-raising use, no charge will be levied other than set charges on special arrangements set up by the Union. These arrangements may be made through the SUB Operations Office. Groups in the other categories of priority will be charged on the basis of a set increasing scale as determined by the priority of the organization. Also, all revenue-producing events by any organization using the facilities shall be charged on a similar increasing scale of priority. See the Operations Office for exact details and schedules of change. This system has been created to ensure that organizations will receive preferential financial treatment in accordance with their classification.

Organizations may also schedule regular meetings if space is available under the previously mentioned priority rating. The reservation is a space guarantee only. It may sometimes be neces-sary to relocate a function to provide maximum use of facilities. If this becomes necessary, all interested parties will be notified as far in advance as possible. Persons leaving a disorderly room may be liable to a service charge for resetting the room and future use to the group may be restricted at the

discretion of the Operations Board. Non-Student Union members may be allowed to use the building as guests of Student Union members or by special arrangement with the Operations Board. All guests must be signed in at the Enquiry Desk. When students have guests in the building they are responsible for them. Finally, persons who are not Student Union members may be asked to leave the SUB at any time if, in the opinion of the management, their presence is unwarranted or if they are causing a disturbance.

Advertising in the building and posting regula-tions are governed by the SUB Information Office. Arrangements for bulletin board space must be made through the Publicity Office on the third floor or, if it is not open, at the Enquiry Desk in the Main Lobby.

Groups wishing to decorate for events being held in the SUB must arrange an appointment with the Director of Operations, Mr. Clem Norwood, in order to determine if the facilities requested can accommodate the type of decorations proposed and for approval of items which may not normally be included in decorations. The regulations regarding attachment (gluing, sticking, taping, etc.) of any-thing to the walls, ceilings, windows, doors, and fixtures of the rooms are fairly stiff, so please check with the Operations Office before proceeding with your set-up. Organizations or individuals will be held responsible for the removal of items used in the production or promotion of events.

We regret that the Student Union will not accept any responsibility for personal articles lost in the building. Any person who has lost an article may advertise on the "Lost and Found" board if in compliance with regulations regarding advertising.

Sales or soliciting by any organization or individual in those areas under the jurisdiction of the Student Union must request and receive specific approval in writing from the Operations Board. Tickets for functions sponsored by Student Union Organizations may be sold at the ticket booth near the enquiry desk up until the time of the performance or function. There will be no charge for these facilities for organizations comprising the university community. For non-university groups there will be a set, small percentage usage fee.

The SUB has special equipment to allow paging

throughout most areas of the building, however, it will be restricted to emergency use only.

No food will be permitted in areas other than those designed for the purpose or arranged for with the Operations Office. Persons bringing sack lunches will be requested to use only the Cafeteria area. Alcoholic beverages will no be permitted in the building unless specific arrangements are made with the Director of Operations at the time of scheduling and must be in accordance with the legal requirements of the Liquor Control Act of the Province of Nova Scotia. Finally, those groups wishing to bring in food to serve to their own members or desiring catering service of Versa Foods should see Director of Operations Clem Norwood for exact policies and details.

When the card room and games room is complete and open for operations, the following regulations will apply: card playing and other small games will be permitted only in the Card room provided for this purpose. Check out equipment for small games will be at the games room control desk located at the lower level or, if it is closed, from the enquiry desk on the main floor. A deposit of a the enquiry desk on the main floor. A deposit of a Dalhousie University Student identification card will be required for equipment sign-outs. It will be returned to the student upon safe return of the equipment. Finally, books, coats, hats, etc. should be left in the cloak room areas off the main lobby rather than hung on furniture in the building.

As you can see, we have attempted to set policy in a common sense, common courtesy manner. If any individual or any group has any complaint or suggestion on matters dealing with the operation of the building, they should arrange to submit it in writing or appear at the regularly scheduled meetings of the SUB Operations Board. If an emergency arises, an operations board executive meeting or full board meeting may be requested. All complaints or suggestions will be given full and fair hearing. If the individual or group remains unsatisfied, the final "court of appeals" will be the Student's Council of the Dalhousie Student Union.

As mentioned above, this is only a summary of the "Student Union Building Operating Policy" bylaw. If you desire more information or clarification, arrange to see the Director of Operations or the SUB Affairs Secretary through the Operations Office on the Third Floor.

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Interviews will be held on campus November 14

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