

Policy: **FLCC Official Public Hours of Operation**

Policy Number: **D-3**

Responsible for Policy: Facilities & Grounds; Office of Campus Safety

Approval Date: March 2013

Most recent review: _____

Date of most recent revision (*if applicable*): _____

Policy Statement

FLCC Official Public Hours of Operation

During the fall and spring semesters when classes are in session:

Canandaigua campus: Monday-Saturday, 7:00 am - 11:00 pm; Sunday, 7:00 am - 5:00 pm

Campus centers: Monday-Thursday, 7:45 am – 9:30 pm; Friday, 7:45 am - 4:00 pm

During the summer when classes are in session:

Canandaigua campus: Monday-Friday, 7:00 am - 10:00 pm

Campus centers: Monday-Friday, 7:45 am - 4:00 pm (open until 9:30 pm when summer evening classes are in session)

When classes are not in session and during Winter Session:

Canandaigua campus: Monday-Friday, 7:00 am - 5:00 pm

Campus centers: Monday-Friday, 8:00 am - 4:00 pm

Access to campus facilities during times other than the College's official public hours of operation will be permitted only with appropriate supervision of a college employee and with prior approval from the Office of Campus Safety.

Reason for Policy

This policy has been established to ensure the safe use of Finger Lakes Community College facilities.

Applicability of the Policy

All members of the campus community should be familiar with this policy.

Definitions

None

Related Documents (available from the Office of Campus Safety)

- FLCC Facility Use Request form
- FLCC Building Access form

Procedures

No separate procedures statement

Forms/Online Processes

- None

Appendix

- None