
USE OF COLLEGE FACILITIES

Use of College Facilities

GBC's facilities, including campus grounds, are provided for the support of the regular educational functions of the college and the activities necessary for the support of these functions. College functions take precedence over other activities. Sometimes community groups not affiliated with GBC conduct workshops and seminars in college facilities. If you want to reserve a meeting room, please complete the room request form online at <https://www.gbcnv.edu/community.html>. For additional information, please contact the facilities scheduler at 775.327.2228 or your center administrative office.

College facilities may be used by private organizations (non-NSHE groups) subject to availability, an administrative fee, and proof of liability insurance. Before the institution approves the use of a GBC facility by any outside person or entity (applicant), the applicant shall state, in writing, whether or not the program or activity is a children's program and the level of the children's program, as defined in the policy. If it is a children's program, GBC shall provide a copy of this procedure and the NSHE policy regarding the protection of children and the applicant shall state in writing the person or entity's procedures for the protection of children. The Vice President for Finance and Operations shall review the information provided and may deny the applicant the use of a GBC facility if the policies or procedures are inadequate. No approval of any room use request will be issued until after the Vice President for Finance and Operations or designee has reviewed all documents.