

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802

Date: June 25, 1976
To: Dr. James W. Cleary, President
California State University, Northridge
From: Harry Harmon
Executive Vice Chancellor
Subject: Recreation Facilities Fees - California State University,
Northridge - Executive Order No. 246

I am transmitting to you a copy of Executive Order No. 246 which delegates the authority to establish, increase, decrease, or abolish recreation facilities fees not exceeding ten dollars, as requested by California State University, Northridge.

HH:lf

Attachment

cc: Vice President, Administration
Business Manager

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
UNIVERSITY RECREATIONAL TENNIS FEE PROGRAM

April 26, 1976

I. Administrative Structure

- A. Leisure Activities Board - the LAB will determine policies and procedures for the Program, function as a reviewing agency, and make recommendations to the Dean of Students and the President regarding the utilization of Program revenue. (It is expected that all revenue will be devoted to meeting operating expenses and capital requirements for this and other recreational facilities).
- B. Student Activities Center - The SAC will have the administrative responsibility of coordinating the Program in accordance with the policies and procedures established by the Board. The day to day operations of the Program will be supervised by the Intramural Staff, who report to the Area Director for Special Services, and through him to the Associate Dean of the Student Activities Center.

II. Operating Procedures

A. Fee Structure:

Students, Faculty, Staff	No Charge
Physical Education sponsored events - Clinics and Continuing Education/ Extension courses.	Half Rate
All Others	\$2.00 per hour, per court (\$1.00 per player for singles, 50¢ per player for doubles).

Guests of students, faculty, and staff will be charged the normal rate.

B. Reservation System:

Reservation Priority Schedule

Students, Faculty, Staff	May reserve courts up to 3 days in advance.
Alumni and members of University support groups.	May reserve courts up to 2 days in advance.
General Public	May reserve courts 1 day in advance.

Reservation Fee

A reservation fee of \$1.00 per court will be charged to all individuals utilizing the reservation system with the exception of holders of reservation cards.

Reservation Cards

Reservation cards can be purchased each semester and during the summer. The card entitles the holder to free use of the reservation system.

Student	\$3.00 per semester, and in summer
All others	\$2.50 per month during regular session \$5.00 per month during summer session

Reservation Rules

- (1) Reservations are made for one hour.
- (2) Players will forfeit the court to any waiting player if they fail to appear by ten minutes after the hour.
- (3) Individuals are limited to a maximum of two hours of play per day on a reservation basis. There are no restrictions on the amount of play on a waiting basis.

C. Facilities Usage Priority Schedule

The Tennis Program is subject to the established Facilities Usage Priority Schedule:

- (1) Regularly scheduled University classes.
- (2) Instructionally related activities (intercollegiate athletics).
- (3) Physical Education sponsored activities (clinics).
- (4) Intramural events.
- (5) Tennis reservation system.