



Elizabethtown College

R25 Scheduling Protocols

Thompson Gym & Athletic Fields Scheduling Protocol

1. Thompson Gym will be used to support college activities in the following priority: mission supporting events, partial-mission supporting events, and non-mission supporting events. In accordance with these priorities, academic spaces will be scheduled on a first come, first serve basis with preference given in the following order:
 - i. Academic courses scheduled by Registration and Records (mission supporting)
 - ii. Departmental use (mission supporting)
 - iii. General student use (mission supporting)
 - iv. Friends of the College (partial-mission supporting)
 - v. Special events & summer programs (partial-mission or non-mission supporting)
2. The Athletics Department must approve reservations for all events scheduled in Thompson Gym.
3. The Athletics Department must approve reservations for all events scheduled on athletic fields.
4. During periods when classes are not in session Thompson Gym and the athletic fields may be used by Special Events & Summer Programs to meet revenue mandates as defined by the College financial plan.