



**POLICY STATEMENT**

**NO. 01.06.02**

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**COORDINATED BY: Department of Health & Physical Education**

**EFFECTIVE: September 1, 1983**

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**SUBJECT: USE OF HEALTH & PHYSICAL EDUCATION BUILDING, TENNIS COURTS, AND ATHLETIC FIELDS**

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**I. PURPOSE**

To define the procedures for the use of the Health and Physical Education Building and related facilities by university-affiliated and non-university groups in alignment with LSUS Policy 1.05.03 and LSU Board of Supervisors guidelines.

**II. DEFINITIONS**

**A. Health and Physical Education Facilities** - Health and Physical Education Building and all outdoor health and physical education activity areas; these could be both indoor and outdoor areas utilized for organized athletic activities.

**B. University Affiliated Organizations** - Recognized student organizations and/or university departments.

**C. Non-University Groups** - Any individual or a group of individuals that are legally separate entities and operate independently from the University.

**III. POLICY**

**A.** The health and physical education facilities may be used by Louisiana State University in Shreveport students, faculty, staff, and Non-University Groups in

accordance with policy 1.05.03. Use by Non-University Groups must not interfere with academic programs or regular university operations.

- B. The HPE Building is a shared space with priority access given to Academic Units, Athletics, and Recreational Sports. The Events Management is responsible for coordinating external requests (per 1.05.03) and works in conjunction with primary shareholders on communications of university-related bookings.
- C. Fees may be assessed for special use, excessive custodial services, or damage caused by misuse. Organizations or individuals may not collect registration fees or conduct fundraising unless explicitly approved by Events Management and compliant with university and state policy.
- D. This policy is subject to university-wide policy 1.05.03. In cases of conflict or ambiguity, the provisions of 1.05.03 shall govern.

#### **IV. DETERMINATION OF PRIORITY OF USE**

Activities are scheduled in the facilities in the following order:

- A. Scheduled Academic Courses.
- B. University-affiliated uses such as, Athletics, Intramurals, Student Life, and Continuing Education.
- C. Use by non-university groups as approved by Events Management with appropriate sponsorship and cost recovery mechanisms.

#### **V. NON-UNIVERSITY GROUPS**

- A. All non-university groups must go through the Events Management Office for space use (per Policy 1.05.03).
- B. Fees may apply and facility use is subject to change or cancellation in the best interest of the University (per policy 1.05.03).

**VII. RULES GOVERNING USE OF THE FACILITIES**

Staff and student employees have the authority and duty to evict any person violating the rules of the facilities. Privileges of violators will be revoked.

- A. Smoking, food and drink are not allowed in the activity areas of the building.
- B. Appropriate gym or tennis shoes are required in the following activity areas:
  - 1. Dance
  - 2. Adaptive
  - 3. Gymnastics
  - 4. Weight Training
  - 5. Racquetball
  - 6. Gymnasium floor
  - 7. Running track

**AUTHORIZED AND APPROVED BY:**



Robert T. Smith, Chancellor

2/16/2026

Date