

CHAIFETZ ARENA SCHEDULING POLICY

PURPOSE

The purpose of the Chaifetz Arena scheduling policy is to establish priorities to maximize usage of Saint Louis University's multi-purpose arena while respecting the primary needs of the athletic programs scheduled to compete in the facility. The arena complex will provide an on-campus venue for the successful operation of a Division I Athletics program, serve as an event space for other University events, and provide a venue for external revenue-producing events. Chaifetz Arena management will balance the needs and desires of the Saint Louis University Athletic Department, and other University departments against the economic impact on Saint Louis University. Any changes or exceptions to this scheduling policy must be approved by the SLU Arena Policy Committee (SAPC). The SAPC is comprised of the University's Provost, Vice President & Chief Financial Officer, Vice President for Student Development, Athletic Director, and Assistant Vice President of Business Services, as well as the General Manager of Chaifetz Arena. The University President is the final authority on all policy and scheduling decisions.

Saint Louis University reserves the right to deny rental or vendor requests from individuals, organizations, or businesses which would use access to University facilities to engage in activities deemed to be inconsistent with the values and goals of the mission of the University. The Vice President for Mission and Ministry will serve as a resource to the SAPC when questions arise about the appropriateness, in light of the University's mission, of making the Arena available for certain events.

SCHEDULING PRIORITY

First-Priority Events

- 1) Saint Louis University Spring and Winter Commencements (to include pre-commencement activities as needed)
- 2) Top Revenue-producing Arena Events
- 3) Billiken Intercollegiate Men's and Women's Basketball games

The *first priority* for scheduling Chaifetz Arena facilities is to make dates available for Saint Louis University Spring and Winter Commencements, Top Revenue-Producing Arena Events and Intercollegiate Men's & Women's Basketball games.

priority events and may be bumped at any time in favor of a *first-*, *second-*, or *third-priority* event.

SCHEDULING

Office of Student Life and their respective staff/faculty advisors. Building contract and event settlement signatures for student events will be subject to University protocols.

PRACTICE COURT

Arena Management may request use of the practice court from SLU Athletic Director if the space is to be a critical component of an event's program. This request will only be made during the off-season or in-season if the three teams that use the space (volleyball, men's/women's basketball) are either on the road, traveling, or have a scheduled day off. Practice court events will not take priority over the scheduled practices of the above teams.

NOTE:

Please contact the Chaifetz Arena General Manager for rental rates and fee schedule.