Section: **Policy Statement – Commercial Services**

Subject: **Scope and Priorities for Commercial Services**

Purpose: In recognition of the University Center Bylaws, Article I, Section 2, the University Center shall vary the programs and services it offers as the needs and priorities of those it serves change. It is the responsibility of the Board and management to address the changing needs and priorities of our customers who are served through University Center programs and services

New/Revised:

Board Adoption Date: July 10, 2000

I. University Center Commercial Operations:

HSU Bookstore
The purpose of the HSU Bookstore is to offer necessary textbooks, classroom supplies, general books, learning aids, and amenities, which provide a service and/or convenience requisite to the daily life of the campus community as directed by the University Center Bylaws.

HSU Dining Services
The purpose of the HSU Dining Services is to provide a wide variety of dining options and catering services in support of the daily life of the campus community.

Redwood Coast Conference Center
The purpose of the Redwood Coast Conference Center is to manage and coordinate the facility's housing and dining needs of our University conference guests.

Library and Ticket Office Copy Centers
The purpose of the Library and Ticket Office Copy Centers are to provide students, staff, and faculty with convenient locations for quality over-the-counter and self-serve copying.

II. Pricing

The University Center commercial operations shall establish prices sufficient to offset direct and indirect operating expenses, replace equipment, and update facilities in order to sustain appropriate levels of quality and service. Net profits will be estimated annually through the budgetary process.

III. Commercial Operations Changes and Adjustments

Adjustments, changes in context, and/or scope of commercial services should be addressed through the annual goal setting and budgetary cycle of the University Center Board of Directors.

IV. New Enterprise Development

Development of new commercial enterprises will be dealt with on a case-by-case basis with special consideration given to the following criteria:

a. Consistency of expansion as directed by the University Center Bylaws (Article I, Section 2).
b. Opportunities to generate net funds beneficial to the University Center purpose.
c. Federal and State guidelines for nonprofits.
d. The negative or positive effect on the community.

V. Student Employment

It is a priority of the University Center to provide student employment. In keeping with our commitment to support the University in its recruitment and retention efforts and to help students attain their education, the University Center will employ students whenever feasible.