Roosevelt University

Policy on the Use of the Michigan Avenue Lobby

Policy 5.4

Responsible Executive: Senior Vice President of Finance & Operations and CFO

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Contents (if more than three pages)

Policy Statement

For purposes of coordination, the Michigan Lobby should be thought of in three sections, with specific permitted uses for each section:

SECTION	DESCRIPTION	PERMITTED USES
North	From the northern edge of the Information Desk counter to the Admission Office and the door	
Central	The area between the revolving doors and the Information Desk and grand staircase.	One 8-foot table for student organization or university department; approved signage on easels near second column from south end.
South	Includes the chairs and tables near the coffee kiosk and the space near the entrance to the Student Success Center.	Not available for other uses.

Reason for Policy

Recent improvements have been made to the Michigan Avenue Lobby, including furniture, carpeting, and the addition of a coffee kiosk. These improvements have increased traffic and life in the Lobby, thus making it very desirable as a place for table

Appendices

(none)