



FOOD AND DRINK IN CLASSROOMS

OP-P 813

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Operating Protocol-Procedure #: 813

Category: Facilities

Office of Primary Responsibility: Facility Services and Housekeeping

Approval Date: 7/1/15

Effective Date: 7/1/15

Revised:

Purpose (Clearly state the rationale and purpose for this Operating Protocol)

To state the guidelines concerning food and drink in classrooms.

Applicability (Identify to whom this Operating Protocol applies)

All students, staff, and faculty

Definitions (Define abbreviations, acronyms, and technical terms)

None

References (List any related references such as State Board policies, state statutes, accreditation regulations, etc.)

None

Attachments (List any supporting documents related to this Operating Protocol/procedure including a process flow chart, if applicable)

None

Operating Protocol (Please provide the statement of Operating Protocol. The Operating Protocol statement is the governing rule, principle, plan, or understanding that guides the procedure)

- Food and drinks are not allowed in classroom computer labs.
- Food and drinks are allowed in all other classroom types unless specified otherwise by the faculty/instructor for the class.
- Spills from food or drinks should be reported immediately to the Facilities department or appropriate staff at the branch campuses/sites.
- When food or drink is present in events where a classroom has been rented through Conference and Event Services, proper arrangements for clean-up and spill protection will be made before the event.

Procedure

None – see Operating Protocol