

#### **POLICIES & PROCEDURES**

# **Newspaper and Publication Vending Racks**

**Policy No.: 400-01** Effective: 6/08/00

#### **POLICY:**

Newspaper and published material vending racks shall be placed on campus only in approved locations and manners that allow proper usage, safety, pedestrian traffic flow, aesthetics and non-interference with regular University activities.

#### **PURPOSE:**

To establish uniform standards governing the placement of newspaper and published material vending racks on the University campus.

#### **PROCEDURES:**

Contact the Office of the Campus Architect, in the Facilities Planning, Design and Construction Department, UN 325, 818-677-2561, in order to request information on the placement of vending racks.

## **RESPONSIBILITIES:**

The President's designee for developing campus regulations regarding the installation, usage, safety and aesthetics of newspaper vending racks on campus is the Vice President of Administration and Finance, through the Office of Facilities Planning, Design and Construction.

#### **REFERENCES:**

TITLE 5, California Code of Regulations

### **FURTHER INFORMATION:**

Campus Architect, (818) 677-2561

APPROVED BY THE PRESIDENT