



# UNIVERSITY OF WISCONSIN–LA CROSSE STUDENT ASSOCIATION

235 CARTWRIGHT CENTER 1725 STATE STREET LA CROSSE, WI 54601 (608) 785-8717

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## **SA1516-062: Resolution Approving Storage Space Policy**

DATE: April 19<sup>th</sup>, 2016

AUTHOR(S): Student Organizations Committee

SPONSOR(S):

WHEREAS; The Student Organizations Committee was charged with creating policies related to the student orgs in the new student center;

THEREFORE BE IT RESOLVED; that the Student Senate approves the attached storage space policy.

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A handwritten signature in black ink, appearing to read 'Molly Davies', written over a horizontal line.

Molly Davies  
President, Student Senate  
Vice-President, Student Association

04-27-2016

Date

A handwritten signature in black ink, appearing to read 'Kaylee Otterbacher', written over a horizontal line.

Kaylee Otterbacher  
President, Student Association

04-27-2016

Date

## STORAGE POLICY

DRAFT 9-17-15

### Policy

Limited Storage Unit space is available through University Centers. The purpose of a Storage Unit is to provide convenient, on-campus storage for student organization items so organizations do not need to seek off-campus storage. Units are available in 3 sizes: 36x36 (small), 36x48 (medium), and 36x90 (large). The majority of available Units are medium size. Storage is located on the lower level of the New Student Center and are accessible whenever the building is open. Storage area is available with card access.

1. Storage Unit must be kept clean and sanitary at all times.
2. Food items are prohibited in Storage Units.
3. Student organizations are responsible for any damages incurred to the assigned Storage Unit.
4. University Centers is not responsible for items damaged, lost, or stolen from the Storage Unit.
5. University Centers reserves the right to inspect all Storage Units at any time.
6. Items placed on the outside of Storage Unit is prohibited (i.e. posters, stickers, tape, etc.).
7. If a student organization is inactivated for any reason, the organization has five business days, from the time of the notification, to empty the storage and return the MasterLock to University Centers. After this deadline, University Centers reserves the right to empty the storage space and dispose of its contents
8. Student organizations may not store illegal items or anything against university policy in the Storage Unit. A list of relevant University policies can be found at *(place the link)*
9. Only one Storage Unit is allowed per organization.
10. Access and usage of an assigned Storage Unit will be audited by University Centers on a semester basis. Regular usage of a Storage Unit is required. If access records indicate the organization is not accessing the allocated space, the Unit will be reassigned to another organization.

### Appendix

#### Personnel Responsibilities:

- a.

#### Costs:

- a. MasterLock replacement-\$