



**Review of the Interim Policy on Use of University of Maryland Facilities by Non-University Users for Research-Related Activities  
(Senate Document #18-19-32)  
Campus Affairs Committee | Chair: Jo Zimmerman**

The Senate Executive Committee and Senate Chair Lanford request that the Campus Affairs Committee review the interim University of Maryland Policy on Use of University of Maryland Facilities by Non-University Users for Research-Related Activities.

Specifically, the Campus Affairs Committee should:

1. Review the interim University of Maryland Policy on Use of University of Maryland Facilities by Non-University Users for Research-Related Activities ([VIII-14.00\[A\]](#)).
2. Review [Exhibit A](#) - Application For Use of University Facilities by Non-University User associated with the interim policy (VIII-14.00[A]).
3. Review similar policies and facilities use agreements at Big 10 and other peer institutions.
4. Consult with a representative of the Division of Research.
5. Consult with a representative of the Office of the Senior Vice President & Provost.
6. Consult with the University Research Council.
7. Consult with a representative of the Department of Environmental Safety, Sustainability and Risk (ESSR).
8. Consult with a representative of the Department of Facilities Planning.
9. Consider whether the interim policy appropriately reflects current practice.
10. Consider whether the provisions in the interim policy and Exhibit A clearly outline the expectations of non-Universities entities in accordance with all applicable federal, state, and local laws, as well as University policies and procedures.
11. Consider whether the policy should include provisions on roles and responsibilities for the oversight of non-University entities to ensure accountability and compliance with all applicable federal, state, and local laws and regulations, as well as University policies and procedures.
12. Consider whether any of the content, responsibilities, and/or institutional oversight elements that are expressed or implied in Exhibit A should be incorporated into the policy language.
13. Consult with a representative of the Office of General Counsel on any proposed changes to the University's policy.
14. If appropriate, recommend whether the interim policy should be revised.

We ask that you submit a report to the Senate Office no later than **January 15, 2020**. If you have questions or need assistance, please contact Reka Montfort in the Senate Office, extension 5-5804.