



MRFA
MOUNT ROYAL
FACULTY ASSOCIATION

Faculty Centre Guest Policy

Category: Faculty Centre

Date last Revised: March 11, 2022

I. Overview

The Faculty Centre is primarily a meeting and social space for MRFA Members; however, individuals who are not members of the MRFA may be signed in as a member's guests in the faculty Centre subject to the limitations below.

Maintaining a membership and guest policy is a requirement of the Faculty Centre Liquor Licence under the Alberta Gaming and Liquor Act.

II. Limitations

a. Student Guests:

Members are asked to be sensitive to the fact that the Faculty Centre is primarily a meeting and social space for MRFA Members, some of whom may be uncomfortable sharing that space with current Mount Royal students, particularly during Friday afternoon socials and other social functions.

As per the Association Bylaws, student guests require the approval of any member of the Executive Board or of the Executive Board for groups of three (3) or more students

b. Management Guests

Members of management, who are not Social Members of the MRFA, will not be invited to MRFA social events.

c. Point of Entry

All individuals accessing the centre, including Association Staff and Officers, shall normally use the campus card reader to enter via the main glass doors or patio doors to enter or exit the Faculty Centre. The side door to the kitchen shall normally be used for deliveries or when the glass doors are bolted during summer months. The card reader may be disabled for large events with prior approval from the Faculty Centre Management Committee.

III. Procedures

- Every member who enters the Faculty Centre is required to scan their card on entry.
- The guest sign in book shall always be available [online](#) or in physical copy at either the MRFA Bistro service counter (W-F) or the MRFA Offices (M-T). This sign in book is for administrative use only and is not available for review by MRFA members.
- Concerns about adherence to this policy can be communicated to facultyrelations@mrfa.net.

IV. Accountability

- Members are responsible for the conduct of their guests.
- Members shall normally be present with their guests in the Faculty Centre.

V. Related Committees

The Faculty Centre Management Committee has oversight of the Faculty Centre and may make recommendations to the Executive Board on amendments to this policy as required