

POLICY #10.8

SUBJECT: Auxiliary Enterprises

I. PURPOSE

The purpose of this Policy is to provide policy for institutional operation of auxiliary enterprises, to include vending services, identification of activities operated as auxiliary enterprises, and the reporting and accountability requirements for such auxiliary enterprises. Further clarification may be gained by referring to [Policy 5.38](#).

II. REFERENCES

- A. Southern Utah University [Policy 5.38 Solicitation of Goods and Services on Campus](#)
 - B. Utah System of Higher Education [Policy R550 Auxiliary Enterprises Operation and Accountability](#)
 - C. Utah System of Higher Education [Policy R555 Providing Facilities, Goods and Services in Competition with Private Enterprise](#)
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III. DEFINITIONS

- A. **Auxiliary Enterprises:** Business enterprises (contracted or self-operated) or other support activities (as distinguished from primary programs of instruction, research, and public service) operated on an essentially self-supporting basis, with the primary purpose of providing specified services to students, faculty, staff, and guests of the institution.
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IV. POLICY

- A. To conform with State Board of Higher Education Policies R550 and R555, Auxiliary Enterprises are operated as essential elements in support of the education, research and public service programs of the institutions. They are to be operated at a level of quality sufficient to support the objectives of the primary programs. Direct charges for services are to be sufficient to enable the Auxiliary Enterprises to operate on an essentially self-supporting basis wherever possible. Services provided by Auxiliary Enterprises may be incidentally available to members of the general public but are not to be marketed to the general public or outside organizations.

- 1. Designated Auxiliary Enterprises:
 - a. Sharwan Smith Center
 - b. University Bookstore
 - c. University Convenience Store
 - d. University Food Service

e. University Housing

2. Charges: Appropriate charges shall be made to users of the Auxiliary Enterprises, including academic or administrative departments. To the extent reasonably possible, selling prices, rents, fees, admissions, and other charges by each Auxiliary Enterprise are to be set at a level adequate to support the operating and reserve requirements of the enterprise.
3. Oversight by Board of Trustees: The Board of Trustees is responsible to review the Auxiliary Enterprises annual reports and for monitoring both management of and quality of services provided by the Auxiliary Enterprises.
4. Competition: Goods and services shall be provided in accordance with Board of Higher Education Policy R555 to the campus community, may not be advertised to the general public, and may not be generally provided to persons who are not members or guests of the campus community.
5. Retail Selling/Vending/Merchandising on Campus: Auxiliary Enterprises, under the direction and guidance of the Assistant Vice President for Student Affairs/Dean of Students, have the joint responsibility of coordinating and conducting all retail selling on campus. Neither outside vendors nor the selling of product by university departments is permitted unless approved by the appropriate auxiliary manager and the Assistant Vice President for Student Affairs/Dean of Students.
6. Right of First Refusal: Auxiliary Enterprises reserves the “right of first refusal” on all retail selling/vending/food service and merchandising on campus. Outside vendors or the selling of goods and services through other campus means may be permitted but only when permission is granted, in writing, by the appropriate auxiliary manager and the Assistant Vice President for Student Affairs/Dean of Students.

V. RELEVANT FORMS/LINKS

N/A

VI. QUESTIONS/RESPONSIBLE OFFICE

The responsible office for this Policy is the [Vice President for Finance](#). For questions about this Policy, contact that office.

VII. POLICY ADOPTION AND AMENDMENT DATES

Date Approved: February 28, 1991

Amended: [July 1, 1998](#); May 1, 2009