

Kaohsiung Medical University (KMU)

Management Regulations of Audiovisual Room and Social Hall of Student Dormitory (New House)

Jul. 11, 2003 Approved at the 7th meeting of Student Committee in academic year 2002
Aug. 7, 2003 Approved at the 1st meeting of Regulations Committee in academic year 2003
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Article 1 The Regulations are drawn out for effective use and management of the Audiovisual Room and Social Hall of Student Dormitory (New House).

Article 2 Targets: All teachers and students of KMU.

Article 3 Opening hours:

Social Hall: 06:00 ~ 24:00 every day

Audiovisual Room: 19:00 ~ 24:00 on Fridays

14:00 ~ 17:00 and 19:00 ~ 24:00 on Saturdays

14:00 ~ 17:00 and 19:00 ~ 22:00 on Sundays

Article 4 Borrowing procedure:

1. Except the opening hours of the Audiovisual Room of New House specified in the previous article, the Audiovisual Room is open to all teachers and students for booking and borrowing via application. But booking should be not made more than 2 weeks in advance; and booking for a long term shall not be accepted. The time arrangement for borrowing shall be determined by the time sequence of bookings. The borrowed period shall not exceed 3 hours each time.
2. The applicant should submit a completed a Borrowing Form to the Office of Student Affairs. After approval is obtained, the borrower should report to the dormitory counter 15 minutes before commencement of the borrowed period. The Floor Warden or Chief Warden shall help open the Audiovisual Room for the borrower to enter the room and use it. Any borrowers being more than 15 minutes late shall forfeit the borrowing this time. After using the room, the borrower has to switch off the power of all equipments in the Audiovisual Room, lock the door, and return the key to Management Office.
3. Should the borrower be unable to use the Audiovisual Room within the arranged borrowed period, the borrower should ask Management Office in advance to cancel the borrowing.
4. Should the Audiovisual Room of New House have other needs, Management Office shall inform the borrower and cancel the borrowing.
5. Before operating the audiovisual equipments in the Audiovisual Room, the borrower has to be familiar with the functions of these machines, and may make appointment with Management Office to learn the operation of them.
6. The borrower has to comply with the Regulations. The Division of Student Counseling, the Office of Student Affairs shall reserve the right to terminate at any time the borrowing by any borrowers violating the Regulations.

Article 5 General regulations of the Audiovisual Room and Social Hall:

1. Smoking is prohibited.
2. Use of gas, electromagnetic oven, and other dangerous and inflammable electrical appliances is prohibited.
3. Eating and drinking are prohibited at the Audiovisual Room.
4. After 00:00 in the midnight, dormitory security guard shall urge students to return to their rooms.
5. The sound volume of television at the Social Hall should be adjusted to be low to cause no disturbance to other people. After 00:00 in the midnight, the television should be turned off in order not to affect the resting time of other students.
6. After having meals at the Social Hall, please bring along with your garbage and do not leave any garbage there.
7. Please try to speak with a low voice, and do not harangue or talk loudly.
8. Users should keep the environment clean, and maintain the pleasantness of the environment.
9. Users should use the facilities appropriately. Should there be damage caused, users shall resume their original conditions or make compensation at their equivalent value.
10. Any inappropriate use of facilities is strictly forbidden.

Article 6 Should there be any details not stated herein, another document shall be supplemented.

Article 7 Having been approved by Dormitory Self-Governing Committee, submitted to Student Affairs Committee and achieving its approval, and submitted to the President and achieving the President's approval, the Regulations are implemented from the date of announcement. Any amendments to the Regulations shall also be processed in the same way.