2140 – Camps/Leagues

These procedures are to be followed for all Camps/Leagues conducted under the auspices of Barton Community College. The procedures apply to both on and off-campus camps using the Barton Community College name.

1. Camps/Leagues desiring to use the Barton Community College name must be pre-approved by either the:
    - Director of Athletics if it is an Athletic Camp; or
    - Vice President of Instruction if it is an Instructional Camp.
2. Camps/Leagues must be operated by coaches/faculty/staff who are currently employed by the College.
3. The revenues (registrations) and expenditures (supplies, advertising, postage, salaries, etc.), resulting from Camp/League operations are the sole responsibility and property of the employee operating the camp.
4. Any income paid or received as a result of the operation of a Camp/League is reportable to the IRS and is the responsibility of the employee operating the Camp/League.
5. Barton Community College views the operation of the Camps/Leagues as both a recruiting tool as well as advertising for Barton Community College. Barton Community College's name must appear in the name of the Camp/League; however Barton Community College does not financially support the operation of the Camps/League.
6. With the approval of the Director of Athletics/Vice President of Instruction, employees may have access to Barton's facilities for the operation of the Camp/League. Based on the Camp/Leagues facility needs and timeframe of the Camp/League, a facility charge will be assessed. The facility charge will cover all expenses incurred by Barton.
7. Barton carries liability insurance on its facilities. Additional insurance required for the operation of the Camp/League or its participants is the responsibility of the employee conducting the camp.
8. The Director of Athletics/Vice President of Instruction (or their designees) are responsible for the supervision and monitoring of all camps and leagues facilitated by Barton employees including the adherence of all policy standards and expectations.

Contact(s)

Director of Athletics or Vice President of Instruction

Related Form(s)

Relevant Policy or Procedure(s): Policy 1150 – College Events

Approved by: President

Date: 9/17/07

Revision(s): 7/16/12; 3/3/14; 5/25/17 (minor revision); 11/18/19 (minor revision)