



**CVM
Policies and
Procedures
Handbook**

Subject: *CVM Policy on Overnight Rooms*

Section: *Administrative*

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To Be Reviewed Yearly by: *CVM Committee on Policies and Procedures*

Source:

Cross Reference:

CVM Policy on Overnight Rooms

The College of Veterinary Medicine has three overnight rooms, each with one full size bed, a private bathroom, television, and WiFi. These rooms are used primarily to house Mississippi veterinarians who are participating in continuing education activities at the College. A secondary purpose is to house guests of the College. As a last priority, official University guests may use the rooms, if available.

Several factors should be considered when offering the rooms: appropriateness, length of stay, remoteness to campus and community, security, and lack of amenities (beverages, food, ice, etc.). Mississippi State University prohibits the use of tobacco products in university facilities. Smoking may only occur at a reasonable distance (25 feet or more) outside any enclosed area where smoking is prohibited. Pets are not allowed in overnight rooms, and guests are not to enter non-public areas of the building (Animal Health Center, research wing, faculty office complex, or multidisciplinary labs) unless accompanied by a CVM employee.

All rooms are scheduled through the Office of Development.

Check-in time is 3:00 p.m.

Check-out time is 11:00 a.m.

Room keys, parking decal, and guest badges may be obtained and returned at the Operator's Desk. Guest badges must be worn or on person at all times.

APPROVED: _____

Kent H Hoblet

Kent H. Hoblet, Dean

4/29/2013

Date