



Student Club Table and Chair Check-Out
TSU Operations
Student Engagement Report
FY 2012-2013

Mission Statement

To provide student clubs and organizations with tables and chairs for small on-campus events, bake sales, promotions, registration drives, etc.

Program Overview

The Titan Student Union Operations Department maintains a supply of six-foot and four-foot tables, as well as folding chairs, for student organization use. A recognized student organization is able to pick up tables and chairs from the TSU main lobby and return them before closing the same day. No advance reservation is needed. Check-out forms are kept at the Information & Services desk. An Operations staff member assists with the check-out. Availability is on a first come, first served basis.

Engagement Results

Event/Activity	Fall 2012	Spring 2013
Student Organizations served	51	43
Total number of check-outs	101	106

Results Summary

- Several years ago the program location was changed from the loading dock to a closet in the main lobby. This change resulted in improved access and safety for users and staff.
- Equipment is evaluated on a regular basis and replaced if damaged or unusable.

Future Goals

- Equipment will continue to be evaluated and upgraded as needed.
- Assess reducing the inventory, as permanent table locations are now available in multiple locations around campus and are popular with users.
- Assess relocating inventory to an exterior building location, on the southeast side of the TSU in order to free up space in main lobby.