

- 2.2.3 official meetings or activities of Faculties, Departments or Programs;
- 2.2.4 Continuing Education activities of faculties, including those credit and non-credit activities organized through Continuing Studies; and
- 2.2.5 official meetings or other similar activities of faculty or staff.

Academic/Administrative Users also include organizations supported by the University with finances, time, or professional skills (e.g., Alumni Association, Retirees' Association) and bargaining units representing University employees (e.g., Administrative and Professional Staff Association, CUPE) that wish to use University Space for their regular business meetings.

- 2.3 **Booking Office** means any one of the offices responsible for managing the booking of University Space.
- 2.4 **Commercial/Other Third Parties** means all persons or organizations other than Academic/Administrative Users, Academic Invitees, and Student Groups who wish to use University Space. Examples of Commercial/Other Third Parties include the SFU Community Trust, summer camps, movie production companies, wedding parties, and may include the federal and provincial governments.
- 2.5 **Event** means the meeting, conference, lecture, banquet, film screening, or other activity that is the subject of the request to book and use

2.12 **University Community Member** means all students and employees of the University and all