



Policies & Procedures – Perimeter College

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GENERAL INFORMATION & POLICIES Failure to comply with the following policies and guidelines could result in, but are not limited to, being asked to leave the facility, suspension of membership privileges, being reported to the Dean of Students, or being reported to the Georgia State Police Department. Anything not covered in this document, but still violates the Code of Conduct (codeofconduct.gsu.edu) or Employee Handbook, could also warrant disciplinary action. The University reserves the right to require medical clearance for participation.

WELCOME Georgia State University Department of Recreational Services offers a wide variety of recreational, sport, and fitness activities. We encourage you to visit our web site recreation.gsu.edu for the current semester program offerings.

Exercising may cause conditions such as dizziness, light-headedness, disorientation, exhaustion, or other signs/symptoms that put the exerciser at risk. If you experience any of these signs/symptoms, you should cease exercising immediately and contact a Recreational Services staff member.

MISSION STATEMENT The Department of Recreational Services promotes healthy lifestyles through exceptional recreational programs, services, and facilities.

VISION STATEMENT

The Department of Recreational Services will be the leader in recreational programs among urban universities serving a diverse student body.

HISTORY

Under the leadership of Dr. Vincent June, Vice President of Student Affairs a plan was implemented in 2009 that would unite four separate campus recreation programs into a single department that would be known as Health, Wellness & Recreation Department. A holistic approach to student development was implemented with the goal of improving student health, increasing campus recreation use and providing a first-class recreation experience on all campuses by providing state of the art facilities and exercise equipment. On July 1, 2016, the Georgia Board of Regents consolidated Georgia State University and Georgia Perimeter College. Health, Wellness & Recreation would now be known as Georgia State University Dept. of Recreational Services.

PERIMETER COLLEGE STUDENT RECREATION FACILITIES

Clarkston Campus

Clarkston campus recreation facilities are in Building CG. Facilities include multi-court gymnasium, workout room, 25-yard swimming pool, game area, tennis courts, multi-use grass fields, limited locker room facilities.

Decatur Campus

Decatur campus recreation facilities are in Building SC. Facilities include multi-court gymnasium, workout room, 25-yard swimming pool, multi-use grass field, locker room and shower facilities.

Dunwoody Campus

Dunwoody campus recreation facilities are in Building NF. Facilities include multi-court gymnasium, weight room, cardio area, exercise studio, tennis courts, multi-use grass field, locker room and shower facilities.

Newton Campus

Newton campus recreation facilities are in Building 3N. The former baseball field house has been converted into a state-of-the-art facility which includes weight equipment and cardio equipment. Facilities also includes game area, exercise studio, multi-use fields, locker room and shower facilities.

ASSUMPTION OF RISK

Users assume a risk of injury or even death while participating in recreational activities. All participants are strongly urged to have regular medical check-ups and carry medical insurance coverage. All members and guests are required to sign a waiver.

Children ages 16-17 are allowed access to all areas.

CYCLES, HOVERBOARDS, SKATEBOARDS, SKATES, SCOOTERS & SIMILAR DEVICES

Cycles, scooters and hoverboards are now allowed inside Georgia State University Recreation facilities. Roller skates, skateboards, and in-line skates may not be worn or used inside recreation facilities.

CELL PHONE USE

Please be considerate of your fellow patrons. Disrupting programs or patrons utilizing our facilities or services with loud music or loud talking is prohibited.

CLOTHING Staff reserve the right to make the final decision on what is appropriate and safe. The policies, procedures, and guidelines listed are in effect for the protection of the facility, equipment, or patron.

- Shirts that cover the chest are required, except in the Aquatic Center.
- Shorts must be long enough to cover buttocks.
- Clothing, belts, or shoes with exposed metal are prohibited. Weightlifting belts are not allowed to be worn while on the upholstered equipment.
- Shoes are required, except in aquatic center and any spaces with wood floors, with limitations. Shoes are prohibited in the martial arts studio. In the gyms, racquetball courts, track, Free Weight Area, and Exercise Room, shoes must have a sole that grips, covers the toes,

heel, forefoot and midfoot and must not damage or mark the floor or equipment. Shoes athletic in nature are recommended. The following types of shoes are prohibited on our wood floors (gyms, studios, and racquetball courts): tap shoes, boots, sandals, dress shoes and heels. Shoes may be removed while on wood floors as dictated by the activity (dancing or yoga, for example).

- In the studios, appropriate attire is dictated by the activity, however, shoes or gear that damage the floor or equipment are prohibited.
- In the Aquatic Center, bathers must wear appropriate swim attire. Sauna suits, sweatshirts/pants, long sleeved shirts, socks, thongs (when more than 50% of the buttocks are uncovered), closed toed street shoes, denim, and frayed clothing are prohibited. Breathable swim attire is recommended.

CONDUCT

Recreation staff reserves the right to address any witnessed or reported concerns related to conduct or disruptive behavior. Disruptive behavior is not allowed and may result in membership suspension or termination.

Patrons participating in any program or utilizing any facility or service offered by Recreational Services are expected to conduct themselves in a respectful and appropriate manner; any patron violating this expectation subjects themselves to membership suspension or termination, or discontinuation of service or program. See the below list of prohibited general conduct:

- Conduct which is obscene or indecent.
- Disruption or obstruction of the program or patrons utilizing the facilities or services.
- Harassing any patron or staff during a program, in our facilities, or utilizing our services through unwanted conduct that causes reasonable fear for safety (e.g., stalking) or is sufficiently severe, pervasive, and persistent that it interferes with the person's University employment or ability to participate in or benefit from University programs, services, or facilities.
- Threatening physical abuse, intimidation, coercion and/or conduct which threatens the health or safety of others.
- Physical abuse, intimidation, coercion and/or other conduct which endangers the health or safety of others.

Campus Carry and House Bill 280

The Campus Carry legislation allows anyone properly licensed in the state of Georgia to carry a handgun in a concealed manner on university property with noted exceptions. Information about the law can be found at safety.gsu.edu/campus-carry. It is the responsibility of the license holder to know the law. Failure to do so may result in a misdemeanor charge and may violate the Georgia State Student Code of Conduct.

DISABILITY ACCOMMODATIONS

To request disability accommodations, please contact Access & Accommodations at <https://access.gsu.edu/>.

ELEVATORS

Elevators are located inside Georgia State University Perimeter College Decatur campus Bldg. SC. All other campus facilities are accessible through entrances on the first floor.

EMERGENCY PROCEDURES

In the event of a fire or other emergency, alarms will sound throughout the facility. Recreation staff or University personnel will provide users with evacuation instructions. Do not use the elevator in an emergency. Users needing help to exit the building should notify a recreation staff member or use an emergency phone to call for assistance. Fire alarms and extinguishers are located conspicuously throughout the facility.

FOOD AND BEVERAGES

Food and beverages in plastic containers are permitted in the lobby, vending area, and outside pool deck area. Plastic bottles with a secured lid or squirt spout may be used in workout areas and the pool area. Food, glass bottles and soda cans are prohibited inside all Recreation facilities. Please dispose of any litter properly. Recycling containers are in multiple areas of Georgia State University recreation facilities.

HOURS

Perimeter College recreation facilities will open each semester on the first weekday of academic classes and will close each semester on the final weekday of final exams. Facilities are closed between semesters. Refer to recreation.gsu.edu for current semester hours. No recreation activity is allowed outside of hours posted.

INCLEMENT WEATHER

Call 404-413-2100 or visit www.gsu.edu for an update on University closings.

INJURIES

If an injury occurs, please contact a member of the recreation staff immediately to assist with first aid and to document the incident. The emergency phones may also be used. Emergency phones connect directly to Georgia State University Police to aid users in an emergency. First aid supplies are available at the Equipment Issue Desk, the Service Counter, the Exercise Room, Aquatics Center, and the Administrative Office. All participants are financially responsible for all expenses related to injuries and emergency care, including medical care and ambulance.

LOST & FOUND

Georgia State University is not responsible for lost or stolen articles. Please use lockers or cubbies. Do not bring valuables to the facility. See Facility Staff for inquiries on lost items and access to lost and found items. All "non-valuable" items will be held for 14 days, and then discarded. "Valuable items" will be turned over to the University Police, 404-413-2100. Always secure your belongings in a locked locker, even when in the shower. Recreation staff are not allowed to hold valuables for users.

MUSIC

Headphones must be used when listening to music, except for the following:

- Groups with reservations and approval to have music in the approved activity space.
- Drop in users in the studios and racquetball courts on a first come, first served basis.

You must use your own music playing device. Extension cords will not be provided. Staff may require patrons to turn music down or off if it is disrupting or interfering with facility operations or the ability of other patrons to use the facilities.

PANTHERCARD POLICIES

The PantherCard is the property of Georgia State University. It should always be carried and presented upon request. The PantherCard is non-transferrable.

Misplaced/Lost

Members of Recreation who forget their PantherCard one time may access the PC Rec facilities after signing a misplaced ID waiver at the Service Counter

Confiscated

If someone other than the person represented on the card presents it for access to any Recreation programs, facilities, or services, the card will be confiscated. The true PantherCard holder and the person using it falsely will have Recreation privileges terminated at least until the cardholder has met with the Facility Coordinator.

PERSONAL TRAINERS, COACHES, AND INSTRUCTORS

Only Recreational Services staff, during their university employment, may provide personal training, sport instruction, fitness instruction or coaching in Recreation facilities.

Failure to observe this policy or attempts to circumvent it may result in university sanctions, including loss of privilege to use any Recreation program, service, or facility for both the person receiving instruction and the person giving instruction.

PETS AND ANIMALS

No pets or animals of any kind are allowed inside facilities or on Recreation property except for working companion dogs for individuals who have a disability.

PHOTOGRAPHY/VIDEO

Filming or photography which captures the likeness of others without their permission, captures the University identity, or is intended to be used for personal financial gain is prohibited. Individuals or groups working on projects for a department or an academic class that would like to reserve an activity space in any Recreation facility must get pre-approval. If filming or photography is causing a disruption to activity or safety, you may be asked to stop and to seek pre-approval for a more appropriate time or location. Filming or photography is prohibited in the locker rooms and restrooms.

SMOKING, TOBACCO, DRUGS, AND ALCOHOL

Smoking, smoking devices, e-cigs, tobacco, drugs, and alcohol in any form are prohibited in all recreational facilities.

TOURS

Tours are available, circumstances permitting for eligible Georgia State University members, by notifying personnel in the Administrative Office of Georgia State University Perimeter College. Individuals and groups may request a special tour by calling the office at 678-891-2728 at least one week prior to their visit.

All facility tours for non-members must be approved by Facilities & Event Services (pcreservation@gsu.edu) and conducted by Georgia State University staff.

RECREATION MEMBERSHIP INFORMATION

Georgia State University students, who have paid their fees, are automatically members. Memberships are available at the Service Counter located on the lobby level and are available to any faculty, staff, and degree holding graduates (graduation will be verified) from Georgia State University. Spouses and children of members may also purchase a membership. Memberships are not available to the public.

- Memberships are not available to the public.
- All members must sign a waiver.
- Membership includes access to the Student Recreation Center, Indian Creek Recreation Area and the ability to register for programs and services listed for members. All members must use their Panther Card to enter facilities.
- All membership policies will be reviewed annually.
- Memberships may be purchased by the semester or annually. The earliest a membership may be renewed is the first day of the membership period.

Georgia State University reserves the right to adjust membership fees as necessary.

MEMBERSHIP FEES

CURRENTLY ENROLLED STUDENTS

Membership for use of Georgia State University Perimeter College facilities is included in student fees.

SPOUSE OF CURRENT RECREATION MEMBER AT ATLANTA CAMPUS

Available to spouse of current member (this would be verified each semester prior to the purchase and renewal of membership). Proof of relationship will be necessary (marriage certificate) prior to the purchase of membership. The spouse must accompany the member to sign-up for membership.

- May use facilities anytime during open hours and does not have to be accompanied by the member; has the same guest privileges as regular members will be issued a Panther Card and must utilize this card for entering and exiting the building; day-use lockers are available at no charge.
- Payroll deduction will be available if the faculty/staff member is also utilizing this same service (this is not available to spouse/domestic partners of students).

Guest Pass Policy

ELIGIBILITY

Guest Passes are not available for Georgia State University Perimeter College facilities.

Locker Etiquette

Do not leave anything hanging from your locker that would impede another person's access to their lock or locker. Do not leave unlaundered items in the locker that may create an odor.

LOCKER ROOM

Day-use lockers are available in the locker rooms at no cost. Members must provide their own locks and must remove them prior to the end of the day. Locks left on lockers after hours will be removed and contents stored at the Equipment Issue Desk for no more than 30 days. Unclaimed contents will be donated to charity.

AREA POLICIES

The policies, procedures, and guidelines listed are in effect for the protection of the facility, equipment, or patron.

AQUATIC CENTER

- Health regulations recommend showering before entering the pool and after use of toilet.
- Swimming aids are restricted to eye goggles, leg buoys, and kickboards.
- Only Coast Guard approved flotation devices are allowed. Non-coast guard approved flotation devices are prohibited (i.e., water wings, inner tubes, etc.).
- Persons with severe cuts, open sores, rashes, skin eruptions, or known communicable diseases are not permitted in the pool.
- Hypoxic training and prolonged breath-holding is prohibited.
- No diving in water less than 9 feet deep.
- No pushing, shoving or horseplay.
- No chewing gum, food, glass, or tobacco.
- Drinks must be in a plastic bottle with a secured lid or squirt bottle.
- Non-swimmers are advised to never enter the deep-water area.
- Be sure to check the Clothing policy specific to this area.

EQUIPMENT ISSUE DESK

- A Panther Card is required to check out equipment. Only current members may check out equipment.
- All equipment checked out items should be returned on the same day they were issued by 10 minutes prior to closing.
- Users will be responsible for damaged or broken equipment.

FREE WEIGHT AREA AND EXERCISE ROOM

Users are responsible for sanitizing equipment before and after use. Each user may bring his or her own towel or use the dry paper towel dispensers located in the workout area to remove sweat. Gym Wipes for sanitizing are located throughout each area to disinfect machines after each use. You are encouraged to clean each machine before and after use.

- The Exercise Room and Free Weight Area floorspace must be kept free of personal belongings.
- Please report any broken equipment to the Exercise Room desk.
- Exercise Room staff can only provide general selectorized and cardio equipment orientations only. See the Fitness Center staff for fitness assessment, exercise prescriptions, and personal training.
- Users must return all equipment to their proper storage location. For example, dumbbells should be returned to the storage rack, Olympic bars returned to the bar rack and weight plates returned to a weight tree or equipment-side storage.
- Weight belts are not allowed on exercise equipment if the buckle contacts the upholstery.
- Users must allow others waiting for equipment to work into their rotation.
- Slamming weight stacks or dropping Olympic bars, weight plates, barbells or dumbbells is prohibited. Olympic bars, weight plates, barbells and dumbbells must be below the knee before placing down.
- Lifts utilizing Olympic bars can only occur in the power racks or in designated spaces. Overhead lifts utilizing Olympic bars must occur in a power rack.
- Users are recommended to have a spotter when excessive weight is lifted.
- Spring collars are required on all bars with plates added.
- Chalk is prohibited.
- Olympic lifting is prohibited (e.g., power clean, power clean and jerk, split jerk, and power snatch).
- Please respect your fellow patrons. Disrupting programs or patrons utilizing the facility with loud music or loud talking is prohibited. Use of electronic devices on a machine between sets while others are waiting is prohibited.
- No person under the age of 16 may be in either of these areas.
- Patrons must use the equipment for its intended purpose or function. Improper use of any plate-loaded machines, selectorized machines, or cardiovascular equipment will not be tolerated.
 - Unsupervised use of the recreation facilities is not allowed. Use of the facility is allowed during posted drop-in recreation hours as set by the Dept. of Recreational Services.
 - Academic instructors **MUST** always supervise their students always while using recreation facilities.
 - Personal training and trainers not approved by Georgia State University are not allowed.

GAME AREA

- Check out and return all equipment with your PantherCard.
- Users will be responsible for damaged or broken equipment.
- Only water in a plastic bottle with secured lid or spout permitted.
- Gambling, and fighting are prohibited. May result in suspension of facility privileges.
- Secure your valuables, clothing, and book bags in a locker.

- All game tables and video games are available on a “first come, first served” basis.

GROUP EXERCISE ROOM

Check out and return all equipment with your Panther Card.

- Users will be charged for equipment returned late, equipment not returned, or any equipment returned damaged or broken.
- Food and Beverages: Only water in a plastic bottle with a secured lid or squirt spout permitted.
- Gambling and fighting are prohibited. May result in suspension of Recreation membership privileges.
- Secure your valuables, clothing, and book bags in a locker.
- All open table tennis, game console televisions, and billiard tables are available on a firstcome, first-served basis.

BILLIARD AREA POLICIES

Play is limited to 25 minutes if there are people on the waitlist.

- When your time is up, you are to stop playing when asked by the staff.
- If you are signed up on the waitlist and you join a game at another table, you will be moved to the end of the waitlist regardless of how much time they have left on the table.
- Patrons may only rent one set of balls and use one table at a time.
- One foot must remain on the floor while shooting. • Sitting on the tables is prohibited

GAME CONSOLE POLICIES

- Play is limited to 25 minutes if there are people on the waitlist.
- When your time is up, you are to stop playing when asked by the staff.
- If you are signed up on the waitlist and you join another game, you will be moved to the end of the waitlist regardless of how much time they have left to play.
- All personal games brought from home must be a hard disc.
- Allow adequate room around you during game play
- Internet use during play is prohibited

GYMS

- Hanging on the rims or throwing balls at the windows is prohibited.
- Please secure your valuables, clothing, and book bags in a locker.
- Courts are available on a first-come, first-served basis when not reserved for programs, special events, or approved reservations.
- Indoor soccer balls only, no rubber or vinyl outdoor balls allowed.
- Plastic floor hockey sticks are preferred. All non-plastic floor hockey sticks must be approved by Assistant Director for Facilities or Intramurals.
- Be sure to check the Clothing policy specific to this area.
- For a volleyball or badminton set up, contact a Facility Supervisor at the Service Counter. A minimum of 4 people must be present for drop in volleyball. A minimum of 2 people must be present for drop-in badminton.

AEROBICS/DANCE STUDIO

For safety considerations, classes may be limited based on space and the availability of equipment.

- If classes are crowded, participants cannot reserve space or equipment for anyone not present.
- Studios are available on a first-come, first-served basis when not reserved for programs, special events, or approved reservations.
- Patrons must be at least 16 years of age to participate in fitness classes.
- Participants who enter a class after the warmup has concluded may be asked to leave.
- Participants leaving a class early are responsible for their own cool down if they choose to leave before class has ended.
- Closed toe, non-marking, athletic shoes are required for Fitness Classes.
- Stereo use and closet access are limited to current instructors.
- To maximize space and ensure safety, participants are encouraged to store personal belongings in one of the secured locker areas.
- For the comfort and safety of participants, a towel and water bottle are highly recommended for group fitness classes.
- No cell phones are to be used inside of studios during class instruction
- The instructor reserves the right to ask a participant to leave for refusal to follow these policies.
- Participants are encouraged to use cleaning towels to wipe down equipment before and after use.
- Be sure to check the Clothing policy specific to this area

INDIAN CREEK RECREATION AREA (ICRA)

ICRA LODGE

900 South Indian Creek Drive, Stone Mountain, Ga 30083

The 4,700 sq. ft. lodge consists of a large meeting room/banquet room, two breakout rooms, an open pre-function reception area with a fireplace, a catering kitchen and front and rear outside decks with seating. For details regarding scheduling, site specific policies and fees, visit

<https://recreation.gsu.edu/about-us/reservations/>.

Georgia State properties and facilities' policies are applicable, which include, but are not limited to:

- NO SMOKING ALLOWED - Smoking, smoking devices, e-cigs, tobacco, drugs, and alcohol in any form is prohibited in all recreational facilities.
- NO ALCOHOLIC BEVERAGES are allowed anywhere on the premises.
- NO PETS are allowed anywhere on the premises, except for working companion animals.

- Parking should be confined to the paved or only. Parking on grass or dirt is prohibited.

RESERVATIONS

Space reservation requests for Perimeter College locations may be submitted at the office of Facilities & Event Services - pcregreservation@gsu.edu.

Facilities are only available for non-commercial use by eligible users. Eligible users may only place a reservation for their own use and may not make reservations for other persons or groups who are not eligible to make the reservation directly. Reservation applications can be found at <http://recreation.gsu.edu/about-us/reservations/>