

Matthews Ministry Center Facility Use Policy

It is the policy of Methodist University to permit university departments and university-sanctioned campus organizations use of the Matthews Ministry Center for events and programs that relate directly to the university's overall educational, spiritual, and cultural goals.

Events in the Matthews Chapel need not be religious in nature, but all events must respect the integrity of the space. Use of the Chapel is subject to procedures and policy to protect the spiritual integrity of the site as well as the health and safety of visitors and staff. Methodist University also permits outside groups to rent the Ministry Center spaces, including Matthews Chapel, based on (1) availability, (2) the group's and the event's alignment with the University's mission*, and (3) its adherence to the spirit of the chapel facility use policy.

Methodist University reserves the right to deny a request if it is not fully within the goals and intentions of this policy and guidelines.

All requests for reserving the spaces in the Matthews Ministry Center should be directed to: Methodist University, Director, Campus Calendar & External Events (910) 630-7062

Matthews Chapel Facility Use Policy

(applies to the Matthews Chapel only)

1. Currently, it is the policy of Methodist University that no alcohol is allowed on campus, or at campus events. No alcohol shall be allowed in Matthews Chapel, even if the alcohol policy of the university should change at some future date.
2. Christian religious worship services will be held in the Matthews Chapel; however, individuals from all faiths will be welcome to attend those services or other secular meetings or events held in the Chapel.
3. The Matthews Chapel also may be used for functions that encourage fellowship, including receptions, dinners, recitals, and theatre productions.
4. Music and artistic selections for events in the Matthews Chapel need not be religious in genre but should be wholesome and appropriate for the intent of the space.
5. There is not a permanent symbol of a cross inside the Chapel. A portable cross and other needed items will be brought into the Chapel space for the Christian services. No religious symbols other than the Christian cross shall be used in Matthews Chapel for meetings or worship.
6. Two stained glass windows are planned for the Matthews Ministry Center: the large window and the rose window contain symbols that suggest "peace, hope, joy, and love." These windows shall not be covered for any event in Matthews Chapel.

7. The Matthews Chapel cannot be reserved for social dances, though dance performances of a liturgical or artistic nature are appropriate and encouraged.
8. Catered events in Matthews Chapel are required to offer right of first refusal to Sodexo Dining Services to ensure that appropriate care is taken in the service of food and beverages within the facility.
9. Events that involve food and that are held in the spaces in the MMC exclusive of Matthews Chapel, are not required to use Sodexo.
10. There is a 7.5' ebony lacquer grand piano, which remains locked, available for use in Matthews Chapel. Keys for the grand piano will be issued by the MU Event Staff. A tuning fee of \$100 will be charged to groups using the piano. Groups will be advised on proper use of the instrument, use of the humidifier, and acceptable location(s) for the piano within Matthews Chapel. The piano should be moved only by Methodist University Staff during regular business hours.
11. Matthews Chapel is equipped with audio and video equipment. Only trained members of the MU Production Staff shall operate this equipment.

***MISSION OF METHODIST UNIVERSITY**

Methodist University, historically supported by the North Carolina Annual Conference of the United Methodist Church, owes its origin and values to the life and teachings of Jesus Christ. The University is committed to an ecumenical spirit, respects diversity, and recognizes the dignity and worth of all human beings. The University's programs are based on the conviction that a liberally-educated person is sensitive to the needs and rights of others. Methodist University affirms the importance of intellectual values and ethical principles such as truth, virtue, justice, and love. The University community seeks to develop whole persons who will contribute substantially and creatively to the professions and to civic life. Therefore, Methodist University provides opportunities for spiritual, academic, and social growth, to the end that students may acquire enlightened minds and responsible spirits, as well as a continuing thirst for knowledge.

The purpose of Methodist University is to provide an undergraduate and graduate education firmly grounded in the liberal arts tradition that nurtures moral values and ethical decision making; to provide distinctive professional and graduate programs that complement the undergraduate programs; to provide educational and cultural services and resources to the community; and to prepare students for a variety of careers and educational pursuits.

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