



## Enriching Lives & Connecting Communities

### **Technology Centers**

Programming Department  
Policy No. 6022

Revision Date: December 16, 2013

#### **Policy Statement**

The Richland County Recreation Commission Technology Centers provide residents access to modern technologies for the purpose of communication, instruction, research, and other computer-based activities.

Every individual deserves an equal opportunity to use technology as a tool for economic improvement, personal productivity, social interaction, and to enhance the ways in which they communicate and share their lives on an on-going basis. The Technology Centers provide opportunities to both youth and adults of Richland County.

#### **PROGRAM PARTICIPATION FEES**

1. All fees for classes at the Technology Centers are recommended by the Technology Center Director or Program Coordinator and approved by Director and/or Division Head.
2. All fees for classes must be paid before the first class session.
3. All fees collected must be deposited into the Center's Self Sustaining Account.
4. Receipts must be written for all funds received for classes, copies, etc.

#### **CLASS OFFERINGS**

Classes at the Technology Centers are advertised in the Game Plan, on the website and through flyers and mail-outs.

The Technology Centers offer classes for all Richland County residents.

**HOURS OF OPERATION**

1. Regular Operating Hours:

Monday through Thursday	9:00 a.m. - 8:00 p.m.
Friday	9:00 a.m. - 5:00 p.m.

2. See RCRC Human Resources Policy No. 105 for a complete list of holiday closing dates.

ADOPTED BY RICHLAND COUNTY RECREATION COMMISSION BOARD

BOARD MEETING DATE: December 16, 2013  
(Date Approved)

APPROVED: J. Marie Green  
J. Marie Green, Chair

For more information about this policy, contact the Executive Department.