

**General Institution**

1 **AP 3950 FLAG RAISING**

2 **Reference:**

3 36 U.S. Code, Section 174(a)

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5 The flag of the United States will be flown on all days during which the District is open for  
6 business, whether classes are in session or not, and at other times as designated by the  
7 Board of Trustees and/or the President/Superintendent.

8 The flag of the United States shall be flown at half staff when the entire nation is in  
9 mourning. These periods of mourning are proclaimed either by the President of the  
10 United States for national remembrance or the State Governor for local remembrance in  
11 the event of a death of a member or former member of the federal, state, or territorial  
12 government or judiciary.

13 The flag of the United States should only fly at half staff for 30 days at all federal buildings  
14 and grounds throughout the United States after the death of a President, the Chief Justice  
15 of the United States Supreme Court, a retired Chief Justice of the United States Supreme  
16 Court, or the Speaker of the House of Representatives.

17 The President of the United States may order the flag of the United States to be flown at  
18 half staff to mark the death of other officials, former officials, or foreign dignitaries. In  
19 addition to these occasions, the President of the United States may order half staff display  
20 of the flag of the United States after other tragic events.

21 The flag of the College may be flown at half staff on the day of the funeral of any  
22 employee, member of the student body, or member of the Board of Trustees, and on such  
23 other occasions as determined by governmental agencies or by the  
24 President/Superintendent, as directed by the Board of Trustees. Notice of why the flag  
25 is flown at half staff will be communicated by the Office of Public Affairs via email, the  
26 college website, and the campus marquee.

27 **Manner of Hoisting**

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  - The flag should be hoisted briskly and lowered ceremoniously

29 **Inclement Weather**

- 30
  - The flag should not be displayed on days when the weather is inclement, except

31 when an all weather flag is displayed

32 **Display on or Near Administration Building of Public Institutions**

- 33
  - The flag should be displayed daily on or near the Administration Building

34 Office of Primary Responsibility: President/Superintendent

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**Date Approved:** November 26, 2007

**Date Revised:** December 3, 2018

**Date Reviewed:** January 16, 2019; October 31, 2022