



Individuals or groups wishing to use any campus facilities or grounds other than the Public Expression areas are encouraged to make arrangements through the office of the Vice President for Finance and Administration (finadmin@stcloudstate.edu or 320-308-2286). The purpose of making such arrangements is not to prohibit free speech, but rather to ensure that the proposed activity will not interfere with campus security or University operations, including regularly scheduled or reserved functions in the space being requested.

Public Expression areas, as designated above, are open to the public and do not require an advance reservation for use between 8:00 a.m. and 5:00 p.m., however, notification of the intent to use the space is suggested in order to ensure that a location is available on a specific date and time. An application form for Use of Outdoor Space is available in the Supporting Documents section of this policy and procedure.

The form will be offered to a speaker at the time of the event.

Time, Place and Manner Restrictions

The following items represent a non-exclusive list of forms of public expression and describe the time, place and manner restrictions that will guide university management of events, speakers and other public activities. There are other university policies and procedures that apply and references to additional sources of law or policy may be provided below:

Access: Interfering with, impeding and causing blockage of the flow of vehicular or pedestrian traffic or ingress and egress to or from any building is not permitted.

Demonstration: Gesturing, wearing symbolic clothing or otherwise protesting is permissible unless it is a disruptive to university operations or impedes access.

Banners, Signs, and other Informative Materials: The carrying or display of posters, signs, placards or banners in a way that obstructs or interferes with others' views on University property or inhibits the normal movement of any vehicular traffic or pedestrian movement or presents safety hazards, on university property is prohibited unless permitted by statute. For more information, refer to the Display and Distribution of Information policy (See Related Policies).

Temporary Structures/Displays/Exhibits: All proposed structures may be constructed or placed for any activity upon authorization by the Director of Public Safety. This authorization would be in consultation with the Director of Buildings and Grounds.

Use of Fire: Any torches, flammable outdoor displays or open fires must be approved by the University Safety Administrator. Use of candles is permissible so long as candles are in fire-proof containers and any spilt wax is cleaned up by the sponsoring group after the event.

Responsibility Toward Property: Care must be taken to insure that the university and personal property is not damaged or destroyed or left littered. Those responsible for such damage will be liable for any clean-up or repair costs.

Preference for Student and University Events: The University may, from time to time, at its discretion, preserve University outdoor space exclusively for students or for university sponsored events.

Preference for Scheduled or Reserved Purposes: All activities in Public Expression areas must be conducted so as to avoid interference with the regularly scheduled or reserved functions of that space.

Available Time for Events Without Advance Approval: Events may occur only between the hours of 8 a.m. and 5:00 p.m.

After Hours Events: Events after 5:00 p.m., including overnight stays, are permitted on campus only by registered student groups, with prior approval and in accordance with applicable rules.

Sound Levels: Noise levels should not interfere with classes, meetings, campus events or operations and activities in progress or the privacy of residence hall students. Event noise heard within buildings may be determined disruptive and in violation of this policy. While the interpretation of the sound level may be subjective, the University and its representatives must err on the side of

caution in order to reasonably protect the University's operations. City ordinances may also apply.

Speech That Is Not Protected: The First Amendment to the United States Constitution does not protect speech or expression that threatens the health, safety or welfare of persons in the University community. Any speech that has the effect or is designed to inflict harm or cause a breach of the peace; incite an individual or individuals to commit a crime; threats to do harm; or speech



Display and Distribution of Information
