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# 0 —Reserved Use of Designated University Outs de Grounds<sup>b</sup>

**Effective:** 04/13/201

**Senate Proposal:** No

**Responsible University Officer:** Vice President for Administration

**Responsible Office:** Student Leadership & Development

- It not unreasonably interfere by noise or activity level with other scheduled or normal University activities (including but not limited to classes, laboratory or o

which could be reasonably expected to or does interfere with the normal flow of pedestrian or other traffic or regularly scheduled University activities at the location or will create litter as a direct result of the distribution of written promotional material

- any food/drink distribution or sales

# Related Policy Information

The sponsoring organizations must make full arrangements in advance for required reservation of space using a form provided for this purpose. The form must be completed in full and submitted at least five business days prior to the proposed reservation date. Exceptions to the five business day advance reservation requirement may be made by the Student Affairs office or the Department of Public Safety upon request of special circumstances require an earlier approval so as to not curtail the effectiveness of the requested activity by the five day period.

Non-commercial advertising or promotion of events is permitted only on designated bulletin boards, as permitted by, or in other locations as authorized by the manager of the building in which the advertising occurs.

Student organizations registered with the Vice President for Student Affairs and Advancement may also sell tickets or conduct limited sales of goods, promotions, solicitations, and use grounds to the extent authorized in writing by the manager of the building or grounds in or on which the activity occurs.

All events on campus which include food or beverages must comply with University v .

and/or faculty or staff

*Non-Affiliated Persons or Groups* – The general public and/or persons or groups not affiliated with the University

## Responsibilities

***Affiliated Persons or Groups*** – At least five business days prior to the date of the proposed reserved grounds use, the affiliated persons or groups will submit an outside grounds use request to the Student Leadership and Involvement Office. Upon receiving approval from the Student Leadership and Involvement Office, the affiliated persons or groups may proceed with the plans. Upon receiving denial of the request, the affiliated group may meet with the Student Leadership and Involvement Office to review the request and/or propose changes in order for it to be approved.

***Non-Affiliated Persons or Groups*** – At least five business days prior to the date of the proposed grounds use, the non-affiliated persons or groups will submit an outside grounds use request to Public Safety and Parking.

Please note these procedures do not apply to individuals or small groups as noted in the **Exclusions** section of this policy

## For

In support of this policy, the following forms/instructions are included:

[Use of University Outside Grounds](#)

Form: [<https://docs.google.com/a/mtu.edu/forms/d/1Z2aGm>]

## Admission Date

## Revision

ampus and Facilities Index

02 Resolutions on University Property (Rescinded 0 /30/2017 and replaced by Board of Trustees 12 7 Resolutions Regulation  
[<http://www.mtu.edu/bot/governance/policies/charter12/sections/120-1210.html>]

03 Parking Statute Enforcement Policy (Rescinded 0 /10/2018 and replaced by Board of Trustees Ordinance 1  
[<http://www.mtu.edu/bot/governance/ordinances/ord1/>]

04 Restructuring of Promotional Materials (replaced by Policy 0 [<http://www.mtu.edu/policy/policies/facilities/0/>]

0 University Remembrance Garden  
[<http://www.mtu.edu/policy/policies/facilities/0/>]

0 Reserved Use of Designated University Outside Grounds  
[<http://www.mtu.edu/policy/policies/facilities/0/>]

07 Hazing [<http://www.mtu.edu/policy/policies/facilities/07/>]

08 Public Safety Oversight Committee  
[<http://www.mtu.edu/policy/policies/facilities/08/>]

## Related

1 08 - University Food Policy  
[<http://www.mtu.edu/policy/policies/general/1-08/>]

0 1 Reserved Use of Designated University Outside Grounds  
[<http://www.mtu.edu/policy/policies/facilities/0/0-1/>]

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Un vers ty Pol cy Office [<https://www.mtu.edu/policy/>]

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