EDINBORO UNIVERSITY OF PENNSYLVANIA

Policy: RIGHTS OF STUDENTS AND OTHER PERSONS TO ASSEMBLE FOR THE PURPOSE OF DEMONSTRATING THEIR CONCERNS  

Supersedes Policy No. C005, Dated 4/6/95, 12/1/99, 3/15/04 & 2/15/05

Recommended for Approval by Dr. Kahan Sablo, Vice President for Student Affairs

Approved by Dr. David Wheeler, Interim President on 6/19/2016

Effective Date

Review Date: As Required

INTENT

The University recognizes the rights of students and other persons under the Constitution of the United States and the Commonwealth of Pennsylvania to assemble peacefully, to petition the University, and to demonstrate concerns.

The primary purpose of the main and satellite campuses of Edinboro University of Pennsylvania (the University) is to further its mission. In accordance with its mission of teaching, research, and public service, the University may regulate the time, manner, and place of protected expression, to the extent it is constitutionally permitted to do so.

POLICY

It is the policy of the University to encourage the sharing of knowledge, the holistic development of the student, and the right of free expression and inquiry. All members of the University community are challenged to think critically, engage discussion, and actively seek out opportunities to learn and express differing and similar viewpoints.

This policy does not condone or permit unlawful behavior or activity, or activity that materially disrupts the operations and mission of the University.

PROCEDURES


   a. On grounds generally open to the public, all persons may exercise their constitutionally protected rights of free expression, which include, but are not limited to, distribution of literature incidental to the exercise of these freedoms; however, these activities must not substantially interfere with the orderly operation of the
campus and must be conducted in accordance with the campus time, place and manner regulations stated in this policy.

b. It is the responsibility of the University to provide opportunities for the expression of a variety of viewpoints.

(1) In addition to the principle stated in the previous paragraph, no person or group of persons may interfere with the rights of University invited speakers to express their ideas and to have them heard in accordance with the program format properly established by a sponsoring University organization or official.

(2) Persons that have concerns with policies governing speech and advocacy may present their point of view to the Office of the Vice President for Student Affairs.

(3) Use of facilities and grounds by University personnel, students and departments will have priority over other uses and scheduled events or activities by groups registered with the University will have priority over those that are not registered.

c. These policies and campus regulations in no way constitute prohibition on the right by any individual in the University community to hold or express political views. If support of political candidates or issues is extended by a University student or employee in a context that might ostensibly imply University support, the individual(s) must clearly indicate that the disclosure of any title or affiliation with a group or other connection with the University is used for identification purposes only and not to represent the University or any of its offices or units.

2. Time, Place, and Manner Regulations

The time, place, and manner of exercising speech and advocacy on the campus are subject to the following regulations that provide for non-interference with University functions and reasonable protection to persons from practices that would make them involuntary audiences. Individuals are not required to register for use of grounds generally open to the public. Individuals or groups wishing to reserve University facilities (including athletic fields) to assemble on the Edinboro University campus must complete a Facilities Request Form. A copy of the Facilities Request Form is attached to this policy.

a. Grounds Generally Open to the Public

For the purpose of these regulations, "grounds open to the public generally" are defined as the outdoor areas of the campus (i.e. lawns, patios, and plazas) that are adjacent to campus buildings and parking lots.

(1) In the event that the architecture of a building includes entrances with stairs or landings, activity in these areas must be conducted in such a way that traffic is
not impeded and the normal activities in classrooms and offices are not disrupted.

(2) Tables or moveable stands may not be placed in areas where passages to any entrance or walkways are blocked, where the free flow of pedestrian traffic is excessively restricted, or where emergency fire lanes are blocked. Individuals engaging in activities that might block pedestrian or vehicle traffic or otherwise raise questions under this policy, are asked to contact the Vice President for Student Affairs (Frank G. Pogue Student Center) or the University Police (911 Scotland Road) to arrange for appropriate space and direction as to how to proceed.

(3) In order to facilitate ingress and egress, all activity must not block any entrance/exit, parking lot, staircase, landing or roadway. If the activity is conducted 25 feet or more from such areas, it will usually be presumed to be appropriate.

b. Involuntary Audiences

An involuntary audience is a person who is unable to leave at their own free will a demonstration gathering or a demonstration gathering that has violated the boundaries of entering into a classroom, dining hall or residence hall for the sake of proffering a viewpoint publically. This does not apply to classroom presentations by faculty or invited guests. To the extent activities such as organized recruitment or proselytizing constitute harassment, they are prohibited.

c. Use of Sound Amplification Equipment

With the exception of University personnel who have appropriate authority, individuals wishing to use sound amplification equipment at any location must secure written approval by the Vice President for Student Affairs.

If the University concludes that amplification sound level, even if amplification was approved, is interfering with the operations of the campus, the responsible person(s) will be asked to lower the volume. If additional complaints the problem recurs, the person(s) in charge of the amplification equipment will be asked to turn off the sound completely.

d. Failure to Comply

Persons refusing to comply with the time, place and manner regulations relating to the exercise of speech and advocacy shall be subject to University discipline and/or to law enforcement measures as appropriate.

RELATED POLICIES, CODES and PROCEDURES
Policy C006 – Harassment, Intimidation, and Institutional Vandalism
Student Code of Conduct
Disruptive Behavior Procedure
Posting

FACILITIES REQUEST FORM

Edinboro University of Pennsylvania 16444
Camps and Conferences 814-732-1270

This is your building usage permit - carry it with you

Organization: ____________________________
Applicant's Name: _________________________
Mailing Address: _________________________
_______________________________________
Phone Number: __________________________
University Sponsor: ________________
Date(s) Requested for Event: ____________
Purpose-Usage, Type of Event: ____________

No. of People _______ Event Begins: ______ AM or PM
Set-up Time: _______ Event Ends: ______ AM or PM
Look-up time: _______

With groups of 15 or more, you must call (814) 732-2404 to arrange for appropriate media services.

REQUIREMENTS (Check all that apply):
☐ Police on Duty
☐ Custodian on Duty
☐ Police Lock: Unlock Facility
☐ Clean Up
☐ Work Order required for tables chairs etc.: ☐ Yes (Complete Reverse Side)
☐ No

Advisor must be present at all times: ☐ Yes
☐ No
Advisor's Signature ________________________

MCCOMB FIELD HOUSE:
☐ Main Floor (4,200)
☐ Locker Rooms
☐ Handball Court
☐ Weight Room
☐ Swimming Pool
☐ Life Guard
☐ Classroom
☐ Wrestling Room

ATHLETIC FIELDS, TENNIS COURTS (PLEASE SPECIFY):

STAGE PERFORMANCE FOR LARGE GROUPS:
☐ Louis C. Cole Memorial Auditorium (810)
☐ Louis C. Cole Memorial Auditorium Rehearsal Room (100)
Additional Requests (check all that apply):
☐ PA Systems
☐ Screen
☐ Technicians
☐ Special lights
☐ Dressing rooms

VAN HOUTEN DINING HALL:
Food Required: ☐ Yes
☐ No
☐ North wing (500)
☐ Main room (500)
☐ South wing (500)
☐ Regular lines
Cost Center Code to be billed: _______________________
To book a room call (814) 732-2635
For meals call (814) 732-1500

FACILITIES REQUEST FORMS MUST BE SUBMITTED
AT LEAST 30 DAYS BEFORE AN EVENT IS SCHEDULED!

LARGE ROOMS (Seating Capacity)
☐ Butterfield Hall, 137 (75)
☐ Cooper Hall, 101 (170)
☐ Cooper Hall, 102 (170)
☐ Crawford Gym
☐ Crawford OSL Conference Rm. (32)
☐ Dirbold Performing Arts Center
☐ Doncette Hall, 119 (140)
☐ Edinboro University in Erie – The Porcoo Center (Specify below)
☐ Edinboro University in Meadville (Specify below)
☐ Hendricks Hall, G13 (95)
☐ Miller Gym MPR (200)
☐ R. Benjamin Wiley Arts and Sciences Center, 107 (100)
☐ R. Benjamin Wiley Arts and Sciences Center, 117 (85)
☐ Reeder Lecture Room (55)

Other rooms assigned and or requested:

SPECIAL REQUESTS –

Liability coverage for accidents, injuries, or damages is the responsibility of the sponsoring individual/group. Edinboro University reserves the right to cancel, postpone, or reschedule any event held on campus.

APPROVAL FOR UNIVERSITY - SPONSORED EVENTS

Campus sales approval required ☐ Yes ☐ No
Approved by: _________________________
Approved by Advisor: ☐ Yes ☐ No
Approved by: _________________________
Approved by Student Activities Office: ☐ Yes ☐ No
Approved by: _________________________

ROUTING ORDER - FOR ALL EVENTS

1. Scheduling Office: Available ________ Unavailable ________
Signature: ____________________

2. Building Director: Approved ________ Disapproved ________
Signature: ____________________

3. Conf/Convention Director: Approved ________ Disapproved ________
Signature: ____________________

Copies To:
Activities: ____________________ EUP Police: ____________________ Scheduling Office: ____________________
Applicant: ____________________ Facilities/Maintenance: ____________________ University Advisor: ____________________
Bldg. Director: ____________________ Housekeeping: ____________________ Others: ____________________
Dining Hall: ____________________ Media Services: ____________________

RESERVATION NUMBER: ____________________

11/05/05 - PAK
Conference & Convention Office