

GEORGIA STATE UNIVERSITY STUDENT CODE OF CONDUCT AND ADMINISTRATIVE POLICIES

K. Campus Speech, Distribution, and Posting Policy

1. Speeches and Demonstrations

- a. The University strongly supports the First Amendment guarantees of freedom of speech, expression, and the right to assemble peaceably (“speech activities”). Accordingly, the University remains firmly committed to affording every member of the University community the opportunity to engage in peaceful and orderly speech that does not disrupt the operation of the University. Such opportunities are provided on an equal, content-neutral basis.
- b. In order to balance the rights, health and safety of all members of the University community, the University regulates the time, place, and manner of such expression. Accordingly, the following regulations shall apply to all students, student organizations, faculty, staff, and visitors:
 - i. Persons or organizations may engage in speech activities in the following locations: the city streets adjacent to campus buildings, Library Plaza, Unity Plaza, the Urban Life Center Plaza and the area beneath the Courtland Street viaduct. University sites (non-city streets) are available for speaking or other forms of expression between 8:00 a.m. and 9:00 p.m., Monday through Friday except when the areas have been reserved by a University-Affiliated department or student organization. Maps indicating these areas are available in the Student/University Center Office, Suite 360, (404) 413-1860
 - ii. Plans for speaking activities in other campus areas and times must be approved by the Student/University Center Reservations Office at least 72 hours in advance of the event. Such plans will be considered in a content-neutral manner.

2. Distribution of Written Materials

- a. **University Affiliated Distribution.**
 - i. Chartered student organizations and University departments and agencies may distribute literature and non-commercial pamphlets, handbills, circulars, newspapers, magazines, surveys, petitions, and questionnaires (or other items that require the interruption of pedestrian traffic) in the public areas on campus except in the following locations: classrooms and laboratories, dining areas, elevators, escalators, libraries, entrances and exits to buildings and other campus locations exempted by the Dean of Students.
 - ii. Chartered student organizations, University departments and agencies may distribute material from tables reserved through the Student/University Center Reservations Office, Suite 345, (404) 413-1870. Chartered student organizations co-sponsoring an event or distributing written materials with a Non-University Affiliated organization must maintain a presence throughout the entire duration of the event or distribution.
 - iii. All printed material must bear the name of the organization or department.
 - iv. Scatter marketing (throwing multiple copies of documents on the ground for them to be seen and/or picked up) and other forms of marketing that violate City of Atlanta anti-litter ordinances are strictly prohibited. Violation of this prohibition may result in disciplinary action, fines, or both.

- v. The University makes all decisions about written material distributed on campus in a content-neutral manner.

b. Non-University Affiliated Distribution.

- i. Organizations not affiliated with the University may only distribute literature and non-commercial pamphlets, handbills, circulars, newspapers, magazines, surveys, petitions, or questionnaires (or other non-commercial items that require the interruption of pedestrian traffic) in the following locations: a) properly reserved meeting spaces or b) the city streets adjacent to campus buildings, Library Plaza, Unity Plaza, the Urban Life Center Plaza and the area beneath the Courtland Street viaduct. Maps indicating valid areas to distribute materials shall be made available in the Student/University Center Office, Suite 360, (404) 413-1860.
- ii. All printed material must bear the name of the individual or organization and may not solicit for donations, membership fees or sales.
- iii. Requests to distribute written material must be made in advance to the Executive Director of the Student/University Center and such activity may be limited by the Dean of Students to specific areas. Authorized representatives of a Non-University Affiliated organization engaging in activities under this section must maintain a presence throughout the entire duration of the event or distribution.
- iv. Scatter marketing (throwing multiple copies of documents on the ground for them to be seen and/or picked up) and other forms of marketing that violate City of Atlanta anti-litter ordinances are strictly prohibited. Violation of this prohibition may result in disciplinary action, fines, or both.
- v. The University makes all distribution decisions on a content-neutral basis.

3. Commercial and Nonprofit Solicitation/Sales

All commercial solicitations or sales by University Affiliated and Non-University Affiliated persons or organizations on the University campus must be cleared in advance through the Office of Student/University Center Administration. All sales of materials, memberships, applications or other commercial enterprises – whether temporary or extended in nature - must be conducted in compliance with the University Commercial Solicitation Agreement. However, certain fundraising activities (e.g. candy sales, bake sales, etc.) held by members of the University community or token giveaways by significant sponsors of University events are exempt from the Agreement. The Commercial Solicitation Agreement is available through the Student/University Center Office, Suite 345, (404) 413-1870.

4. Other Provisions

Reasonable limitations may be placed on the time, manner, and place of the above activities in order to serve the interests of health and safety, prevent disruption of the educational process, and protect against threats to the rights of others. Accordingly, all University Affiliated and Non-University Affiliated persons or organizations must comply with the following provisions, or be asked by the Student/University Center Reservations Office to cease activities and leave campus.

- a. Activities may not obstruct, or aggressively confront, vehicular, pedestrian or other traffic.

- b. Use of sound amplification or unreasonable noise on the University campus is prohibited if it disrupts University activities. Use of sound amplification may be limited to certain specified hours at various campus locations, such as the Stage at Library Plaza, Unity Plaza, and the Urban Life Plaza (hours during which sound amplification is allowed may be obtained from the Student/University Center Reservations Office). The Reservations Office staff reserves the right to monitor sound levels and to require sound level modification. Failure to promptly comply with University directives to reduce sound levels may result in the immediate cancellation of the reservation and/or event.
- c. There must be no obstruction of entrances or exits to buildings.
- d. There must be no interference with educational activities inside or outside of buildings.
- e. There must be no interference with scheduled University ceremonies, events or activities.
- f. Malicious or unwarranted damage or destruction of property owned or operated by the University or property belonging to students, student organizations, faculty, staff or visitors of the University is prohibited. Persons or organizations causing such damage may be held financially responsible.
- g. Persons or organizations operating under these provisions on or adjacent to the University campus must remove all resulting structures, signs, and litter from the area at the end of their activities. If this is not accomplished, persons or organizations responsible for the activities may be held financially responsible.
- h. Persons or organizations must be in compliance with all applicable federal, state and local laws and ordinances as well as all University policies, rules, and regulations.
- i. Chartered student organizations co-sponsoring an event or distributing written materials with a Non-University Affiliated organization must maintain a presence throughout the entire duration of the event or distribution.

5. **Campus Posting Policy**

a. **Introduction**

In order to create and maintain an aesthetic environment and neat campus, Georgia State University maintains the following guidelines regarding the posting of informational material in campus facilities. Questions about the Campus Posting Policy may be addressed to the Student/University Center Administrative Office, 44 Courtland Street, Suite 360, Atlanta, Georgia 30303-3973, (404) 413-1860.

b. **Posting Prohibitions**

Posters, flyers, notices, or similar items may not be attached to unauthorized campus facilities, including, but not limited to, doors, walls, windows, trees, vehicle windshields, trash cans, recycling bins, benches, campus maps, light poles or exterior surfaces of buildings. Items posted improperly will be removed daily and destroyed. Persons and organizations that post items improperly may be subject to disciplinary sanctions and/or charged for the cost of removal and any damage to University property. Georgia State University is not responsible for maintaining or returning items that are improperly posted and removed.

c. Public Notices Posted by Affiliated Individuals or Organizations

Chartered student organizations, Georgia State University departments, students, faculty, and staff may post information related to official University activities in authorized locations on campus.

- i. Posting of materials on any campus bulletin board that is assigned to a University department or unit requires the approval of that department or unit, and must follow its applicable policies and practices relating to the posting of materials. Any materials not authorized by the applicable department or unit will be removed and discarded.
- ii. Specific department or unit bulletin boards authorized for posting include, but are not limited to, those found in the Student/University Center, the Sports Arena and University athletic facilities, the University Library, University Housing, University classroom buildings, the Alpharetta Center, and the Student Recreation Center. Information regarding posting guidelines for any of the above locations can be obtained from the respective department or unit.
- iii. University-affiliated individuals or organizations seeking to post personal or non-University-related materials may only do so in explicitly designated bulletin boards described in subsection (d) below.
- iv. Georgia State University is not responsible for maintaining or returning items that are improperly posted and removed. Persons and organizations that post items improperly may be subject to disciplinary sanctions and/or charged for the cost of removal and any damage to University property.

d. Public Notices Posted by Non-Affiliated Individuals or Organizations

Persons and organizations not affiliated with the University may post public notices on explicitly designated bulletin boards located in University buildings. Notices are removed each Friday. The University assumes no responsibility for the content of the material posted nor does this posting constitute any endorsement by the University. Georgia State University is not responsible for maintaining or returning items that are improperly posted and removed. A list of the designated bulletin board locations may be obtained at the Student University Center Administrative Office (SC 360). In addition, non-University affiliated persons and organizations may not post items on the University grip strips reserved for University-related programs located in campus facilities. Finally, persons or organizations not affiliated with the University may purchase advertisements through the Signal, the campus newspaper, whose business office is located in the University Center (UC 200).

Amended by the Student Life & Development Committee – October 16, 2008