


<b>Name of Policy:</b> <b>Expression on campus</b> <b>Policy Number:</b> 3364-5-14 <b>Approving Officer:</b> President <b>Responsible Agent:</b> Provost and Executive Vice President for Academic Affairs <b>Scope:</b> all campuses (see section (B))			  <b>Original effective date:</b> June 1, 2015
<input checked="" type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Purpose of policy

The purpose of the policy is to promote the free exchange of ideas and the safe and efficient operation of the university by:

- (a) Fostering free speech, assembly, and other expressive activities on publicly accessible outdoor areas of any university campus by any persons, whether or not they are affiliated with the university, and regardless of the viewpoint being expressed.
- (b) Maintaining an appropriate educational and work environment for all persons present on university property, including but not limited to students, faculty, employees, customers, and visitors.
- (c) Maintaining the personal security of all persons present on university property and protecting the property of the University and of persons present on university property.

In developing this policy, the university recognizes the constitutional freedoms guaranteed by the United States Constitution and Ohio Constitution, including freedom of speech, press and assembly. The university also recognizes the need to preserve and protect its property, students, guests and employees of the university, and to ensure the effective operation of educational, business and related activities of the university. Expressive activities on the university's campus may be subject to reasonable regulation with regard to the time, place and manner of the activities. University employees will not consider the content or viewpoint of expressive activities when

enforcing this policy. No policy can address every possible activity or situation that may occur on university property, and the university reserves the right to address such situations as circumstances warrant.

This policy does not apply to use of university facilities or grounds for official events sponsored by the university, nor does it supersede policy 3364-5-10, (use of university facilities). Expressive activities carried out under this policy will not be considered to be speech made by, on behalf of, or endorsed by the university. This policy supersedes any provisions in any other earlier-adopted university policies that address similar or overlapping issues, such as use of outdoor spaces. Academic freedom is not addressed under this policy, but covered by other policies or collective bargaining agreements.

(B) Scope of policy

This policy applies on all university campuses. This policy does not apply to use of any area of any university campus by university employees who are acting in the course of their job responsibilities.

(C) Outdoor areas of campus generally available for use

(1) General access

Any person or group may use, without prior notification, any publicly accessible outdoor area of any university campus except parking lots, garages and driveways. Federal, state and local laws will be enforced as applicable. The use of walkways or other common areas may not block the free passage of others nor impede the regular operation of the university.

Use of the general access areas may include speaking, non-verbal expression, distributing literature, displaying signage and circulating petitions. There is no limit to the number of times a month a person or group may access these areas.

During work and class hours or if the area is currently in use for an official university event, amplification may be restricted if it unreasonably interferes with university operations or noise ordinances are violated.

(2) Large groups

Except in the circumstances described below, any person or group whose use of an outdoor area for demonstration or protest is expected or reasonably likely to have more than one-hundred (100) people in attendance is asked to notify the student union office at 419.530.2931 at least two (2) business days before the day of the expressive activity, including information as to the specific location to be used for the event and the estimated expected number of persons, and the name and contact information of at least one person who can be contacted regarding logistics of the event, which should include at least one person who will be personally present. Security and clean-up costs will not be charged to the person or group.

Prior notice is requested to ensure that there is sufficient space for the large group event, that the large group event does not conflict with any other scheduled use of the outdoor space, and that sufficient university resources are available for crowd control and security. If such advance notice is not feasible because of circumstances that could not be reasonably anticipated, such as because of very recent or still-unfolding news developments, the person or group should provide the university with as much advance notice as circumstances reasonably permit.

(D) **Student use**

In addition to the general right of access to outdoor areas of campus described above, any student or student organization may seek to reserve the use of specific outdoor areas by contacting the student union office at 419.530.2931.

Any request by a student or student organization to reserve such area or space is should be made at least 28 business days before the event. A request will be granted unless it would conflict or interfere with a previously scheduled event or activity or violate university policy.

A student or student organization that has reserved a specific area or space under this policy will have priority over any other persons seeking to use the area or space during the scheduled time period. Any decision denying a request will be promptly communicated in writing to the requester and will set forth the basis for the denial. The content of the anticipated speech or other expressive activity will not form the basis for a denial.


(E) **Prohibited activities**

- (1) Any event or activity that disrupts the ability of the university to teach students effectively and peacefully, to provide client services, or to conduct any of its other business and support operations is prohibited. Examples include, but are not limited to, excessive noise, impeding vehicle or pedestrian traffic, and otherwise unlawful conduct.
- (2) Unlawful harassment as set forth in policy 3364-50-01 is not permitted.
- (3) No activity may damage university property. Prohibited actions include, but are not limited to, driving stakes or poles into the ground, hammering nails into buildings or flora, and attaching anything to sidewalks, paved areas, or any part of any building, structure or fixture.
- (4) Distribution/solicitation by placing any material on vehicles in the parking lots or garages is prohibited. Leaving trash, litter, materials or pollutants in any area is prohibited.

## (F) Enforcement

Any person who violates section (E) of this policy may be subject to an order to leave university property. Employees in violation of this policy may be subject to discipline, up to and including termination. Students in violation of this policy may be subject to discipline under the applicable code of conduct.

<p>Approved by:</p>  <p>Nagi G. Naganathan, Ph.D. Interim President</p> <p>June 1, 2015 Date</p> <p><i>Review/Revision Completed by:</i> Provost and Executive Vice President for Academic Affairs; Office of Legal Affairs</p>	<p><b>Policies Superseded by This Policy:</b></p> <ul style="list-style-type: none"><li>• <i>None</i></li></ul> <p>Initial effective date: June 1, 2015 Review/Revision Date: Next review date: June 1, 2018</p>
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<p><b>Name of Policy:</b> <b>Use of university facilities</b></p> <p><b>Policy Number:</b> 3364- 5-10</p> <p><b>Approving Officer:</b> President</p> <p><b>Responsible Agent(s):</b> Provost and Vice President for Academic Affairs and Chancellor and Executive Vice President for Biosciences and Health Affairs</p> <p><b>Scope:</b> all persons or groups using University facilities</p>	 <p><b>Original effective date:</b> June 3, 2011</p>
<p><input type="checkbox"/> New policy proposal</p> <p><input type="checkbox"/> Major revision of existing policy</p>	<p><input checked="" type="checkbox"/> Minor/technical revision of existing policy</p> <p><input type="checkbox"/> Reaffirmation of existing policy</p>

(A) Policy statement

The use of university facilities shall at all times be consistent with the instructional, research and public service functions of the university. The university shall retain the right of determining which activities are consistent with its primary purposes.

All persons or groups using university facilities shall conform to the requirements of these rules and other university policies and state laws.

(B) Purpose of policy

The purpose of the policy is to provide guidance in the use of facilities at The University of Toledo

(C) Scope

All persons or groups using university facilities.

(D) Procedures

- (1) Use of university facilities shall be arranged through the appropriate scheduling office. Requests for use of university facilities shall be made in accordance with established procedures. When there are conflicting requests for space, a determination will be made by the scheduling office concerning which users will be authorized use of space.

- (2) Approval for use of assigned space (space assigned to a particular university department or area) shall be obtained through the department or area to which space is assigned.
- (3) All uses of University facilities shall be properly scheduled and such uses will be made only with permission granted by the administrative officer of the appropriate area.
- (4) All requests for the use of facilities should be directed to the appropriate administrative officer.
- (5) All rental income for use of University facilities shall be deposited with the Student Accounts Office.
  - (a) Rental income from educational and general buildings shall be credited to the general fund.
  - (b) Rental income from auxiliary units shall be credited to the appropriate auxiliary fund.
- (6) University faculty, administrative and staff personnel, and students are permitted access to the public areas, and when engaged in a university-authorized or assigned activity, to non-public areas. Non-public areas are university facilities including classrooms, laboratories, gymnasias, physical education exercise rooms, research areas, child day care facilities, offices assigned to faculty, administrative or staff personnel, conference rooms, seminar rooms, lounges, storage areas, parking structures, or other similar areas which are not open generally to the public.
- (7) Students requiring access to a building when the building is closed may be authorized access to specific rooms or parts of buildings upon the personal written approval of the appropriate chairperson. Such authorization must be filed with the chief of university police prior to the requested access and must specify exact rooms or parts of buildings and exact times. Such authorization shall not be granted for a period exceeding 90 days, but may be renewed.
- (8) Members of the general public who are not university employees or students are permitted access to the public areas of the university provided such access is consistent with the policy for use of university facilities. Members of the general public who are not university employees or students are prohibited from use of non-public University facilities except as authorized.
- (9) The president shall retain the sole prerogative to grant exceptions to the assigned use of university facilities. Senior administrative officers (vice presidents and those persons reporting directly to the president) are responsible for implementing this policy.

(E) Related policies include but are not limited to:

[3364-35-14 Facility rental and usage](#)

[3364-30-01 Reservation policy for student union facilities](#)

[3364-20-04 Permanent or temporary space allocation](#)

[3364-60-01 UT Smoke-free and tobacco-free policy](#)

<p>Approved by:</p> <p>/s/ laj Lloyd A. Jacobs, M.D. President</p> <p><u>June 3, 2011</u> Date</p> <p><i>Review/Revision Completed by:</i></p> <p>Provost and Vice President for Academic Affairs</p>	<p><b>Policies Superseded by This Policy:</b></p> <ul style="list-style-type: none"> <li>• <i>V-6-2 Use of University Facilities, former Main Campus policy, previous adoption date February 10, 1999</i></li> <li>• <i>01-025 Scheduling, Events and Rooms, former Health Science Campus policy, previous review date July 1, 2003</i></li> </ul> <p>Initial effective date: June 3, 2011</p> <p>Review/Revision Date:</p> <p>Next review date: June 3, 2014</p>
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