

Administrative Policy

Category: Administration

Policy Number: 1002

Title: Campus Demonstrations

Cochise College respects the right of all members of the community to express their ideas freely and to demonstrate their concerns in an orderly manner. The College protects the rights of the campus community to assemble peacefully on its premises, and protects the exercise of these rights from disruption or interference. The College doesn't necessarily endorse the ideas or views expressed by speakers hosted on campus. All forms of demonstrations or protests must adhere to state and federal laws and college policies and must not interfere with the normal operations of the college.

Upon approval of a request to hold a demonstration or protest, the college will designate an area for protest or demonstration for safety purposes and ensure the educational process is not disrupted. A suitable place will be designated for approved demonstration or protest activities to promote student and civic engagement.

The College may establish rules for the sake of order and safety during campus demonstrations or protests. The rules will not be established with the intent of censoring or marginalizing any group or their point of view.

Procedure: 1002.1

Student or Employee Demonstrations

Demonstration or protest activities must be requested in advance of the planned event by submitting a written or electronic request along with a Cochise College Facilities Usage Agreement (available on the college homepage) to the Dean of Student Services. The request must include an explanation of the event and include details of the scope of the event including date, time, provisions for security, audio or electronic equipment usage, and the desired location for the activity to be held. The request of campus demonstration or protest activities will generally be reviewed and processed within three working days. When demonstrations or protests occur in the context of a speaker on campus, event participants may not infringe upon others' ability to view or to comprehend the speaker.

Procedure: 1002.2

External Groups Demonstrations

Demonstration or protest activities must be requested in advance of the planned event by submitting a written or electronic request along with a Cochise College Facilities Usage Agreement (available on the college homepage) to the Dean of Student Services. The request must include an explanation of the event and include details of the scope of the event including date, time, provisions for security, audio or electronic equipment usage, and the desired location for the activity to be held. The request of campus demonstration or protest activities will generally be reviewed and processed within five working days.

When demonstrations or protests occur in the context of a speaker on campus, event participants may not infringe upon others' ability to view or to comprehend the speaker.

**Procedure: 1002.3
Event Management and Prohibited Conduct**

Demonstration or protest activities that are approved should provide an opportunity for civil discourse and discussion related to specific topics or ideas. Individuals overseeing the approved activity should ensure conduct of participants is respectful and does not violate the following:

- a) Engage in expressive activities within College facilities without prior permission from the Dean of Student Services.
- b) Affix signs, banners, posters or other materials to any College wall, fence, post, tree or other plant, building or other College facilities without the express permission of the Dean of Students Services.
- c) Use sound amplification equipment without the express permission of the Dean of Student Services.
- d) Engage in expressive activities during final exams or the week preceding final exams.
- e) Engage in any conduct that interferes with the educational, research, service, and other legitimate functions of the College, including interrupting any official College activity or College-authorized activities on College property.
- f) Engage in any conduct that is harassing in nature.
- g) Engage in any conduct that involves the use of words, pictures, drawings or symbols that are obscene.
- h) Engage in any conduct that involves a violation of any federal, state or local law, including any applicable fire or safety regulation.
- i) Engage in any conduct that constitutes a violation of College policies or procedures.
- j) Engage in any conduct that impedes pedestrian and vehicular traffic to and from College facilities.

**Procedure: 1002.4
Promotional Materials**

Posters, flyers, signs, or banners serve important purpose of communicating upcoming events and activities and disseminating information and opinions on important issues. Individuals wishing to post promotional materials must adhere to all College policies and procedures, including policies against all forms of illegal harassment and discrimination.

Approval of Promotional Materials

- a. All printed materials to be posted on campus bulletin boards/weekly posting boards must be approved by the Student Government Association and Coordinator/Director of Student Life in conjunction with the Dean of Student Services. Student Government offices are located in the Residence Hall Common's on the Douglas Campus and in the Student Union building on the Sierra Vista Campus. Cochise College Center Directors in conjunction with the Dean of Student Services are responsible for approval of promotional materials posted at their respective site. Posting of approved materials on the designated bulletin boards/weekly posting boards will be done by the respective approvers.
- b. Materials submitted for posting will be approved during the regular Student Government meeting hours (check with the campus SGA Advisor's for meeting dates and times) or regular business hours by the Center Director's. Every effort will be made to approve materials on an as needed basis when possible.
- c. Advertisements and announcements must be identified with the name of the person or organization responsible for the material prior to approval. Any materials not so identified will be denied. All materials must be approved in order to be posted on campus.
- d. Approval will only be given to the number of flyers designated for the appropriate bulletin boards/weekly posting sites in each location.
- e. If the printed material is in a language other than English, the approvers of the material must be provided with an English translation.
- f. Posting in the Residence Halls must be approved by the Director of Residential and Student Life in conjunction with the Dean of Student Services. The office is located in the Housing Commons area on the Douglas Campus.

Acceptable Posting Locations & Guidelines

- a. Due to limited bulletin board space, it is recommended that flyers not exceed 8 1/2 x 11 inches. Posters, flyers and other posting materials beyond that size will be approved on a case by case basis, if space is available.
- b. Approved materials will only be posted for the approved time period.

- c. Outdoor posting is prohibited (light posts, trash receptacles, trees, poles, window sidewalks etc.)
- d. Violation of College posting guidelines will result in immediate removal of all unapproved material and the denial of any future posting of materials privileges.