



#### Administrative Policy

Policy Title:	Free Speech & Demonstrations
Policy Number:	2612
Date Adopted:	11/30/2011
Version:	7.0
Review Cycle:	Annually
Date Last Reviewed:	9/22/2022
Office Responsible:	Safety & Security
Reviewing Committee:	Leadership Council
Related Policies:	N/A
Related Laws:	Summit Township Ordinances: 111 (Soliciting), 130 (Disorderly Person) and 132 (Anti-Littering)

### **Policy Summary:**

Jackson College (JC) is dedicated to intellectual development through free expression of ideas and as a community of scholars, it encourages rational and civil discourse, in accordance with the United States and Michigan Constitutions. Our democracy is based in the principle of acceptance by both the majority and the minority, of the rights and opinions of both, freedom to dissent, freedom to advocate, the freedom to assemble, and the freedom to pursue one's own purposes so long as they do not interfere with personal safety, ensure the protection of property, the rights of others, and/or or disrupt College operations.

**Scope:** This policy applies on all College instructional sites and requires prior approval.

### **Policy Statement:**

The regulation of all expressive activities, assemblies, and demonstrations on JC's campus shall be content neutral. However, the time, place, and manner of expression of such events must be prior-approved so as ensure that the activity will not disrupt the College's educational mission. An approval for an activity to be held on the Central Campus, or other JC learning site, shall not be deemed to imply support, non-support, approval or disapproval by the College, its employees, its administration, or its Board of Trustees of any particular activity, position or opinion.

### **Definitions:**

- A. The **grounds** of the College are defined as all lands and buildings of all campuses, and other learning sites of Jackson College including (by way of illustration and not of limitation) the exterior walls and surfaces of buildings, entrances, porches, outside staircases, sidewalks, parking lots and all fixtures.
- B. **Expressive Activities & Demonstrations** are defined as campaigning, marches, rallies, parades, protests, assemblies, speeches, circulation of petitions, and/or any public demonstration on the grounds.
- C. **Student groups** are those groups that have met the guidelines set forth by the Student Government and officially recognized as a sanctioned campus organization.

### **Scheduling**

Requests to schedule a demonstration on the College grounds shall be made to the Chief Academic & Student Services Officer.

- A. Requests must be submitted in writing at least five (5) business days prior to the event.

- B. Each request shall contain the following information:
- a. Name/address/telephone number(s) of primary contact person and at least one additional contact person.
  - b. Date and hours requested for the demonstration.
  - c. Area requested for use.
  - d. Number of anticipated participants
  - e. Structures, equipment and/or signage to be used during the activity (i.e. podiums, signs, banners, booths, loud speakers, etc.)
  - f. Names of speakers or presenters, if applicable.
  - g. Description of how the event will be supervised.
  - h. Sponsoring individual or organization.
  - i. Description of how the event will be publicized.
  - j. Party responsible for damages, clean up, and security (if required).
- C. Expressive Activities or demonstrations shall not be held inside of College buildings. Any event involving the use of indoor facilities (i.e. theaters, classrooms, learning studios, dining room, etc.) by the general public shall require a rental agreement and payment of associated fees.
- D. Chief Academic & Student Services Officer will review requests, in consultation with the Safety/Security Specialist, and may approve, modify or deny any request. The content (views, opinions, positions, political affiliation, etc.) of the activity will not be taken into consideration when approving, modifying or denying a request.
- E. A decision regarding the request shall be made as promptly as possible, but no later than two (2) business days after receiving the written request.
- F. The College reserves the right to limit the number of events held per day and to limit one event per location.
- G. If a person or organization is aggrieved by a decision by the Chief Academic & Student Services Officer, an appeal may be taken to the Chief Legal, Talent, Equity & Administrative Officer,. The appeal shall be in writing stating the basis therefore, and the relief sought. The Vice President for Instruction or designee shall announce a decision no later than five business days after the appeal has been received.

### **Governing Conditions**

Use of the College grounds by an individual or organization for an expressive activity or demonstration is subject to the following conditions:

- A. The activity must obtain prior approval by the Chief Academic & Student Services Officer.
- B. Expressive Activities or Demonstrations may only occur between the hours of 8:00 a.m. and 8:00 p.m.
- C. The individual or organization may not use the College's name, or visual representation, for any other purpose other than to publicize the location of the event.
- D. At its option, the College may require the event sponsor to obtain insurance for the event and to name the College as an additional insured.

- E. The College may require security for the event. If security is required College security personnel and/or security services hired by the College will be utilized and the event sponsor will be responsible for the cost.
- F. At no time shall any activity block any entrance or exit of the buildings, or impede free access to the buildings or parking lots by its students, faculty, employees, occupants or the public. The activity shall not impede or interfere with College business, the educational process, or public access to and use of the College grounds and buildings.
- G. The expressive activity, assembly, demonstration, or those participating in the activity may not include expression that is obscene, defamatory, or consists of inflammatory wording or images, threats of physical harm, or that incites lawless action, to the extent not entitled to protection as expression.
- H. The College reserves the right to stop any activity when it interferes with or disrupts the normal activities of the College; interferes with the educational process; or violates any condition under this policy.
- I. Equipment, signs banners, or structures of any kind that are placed on the College grounds in connection with any demonstration shall be free standing and shall not be affixed to any building, tree, monument, fixture or other structure. The equipment, signs, banners or structures shall be entirely removed at the conclusion of the activity. The erection of any structure is prohibited if not included in the original written request that was submitted and approved.
- J. Signs or banners shall not be driven into the ground; nor shall they be supported in or by any tree, monument, or other structure. Signs or banners supported by freestanding devices may not be left unattended, i.e., an individual must be stationed within two feet of a freestanding sign or banner at all times to prevent damage to the property or injury to individuals.
- K. Defacing or damaging the College grounds, including but not limited to trees, shrubbery, flowers, lawns, sidewalks, parking lots, fences, lighting fixtures, lights, fire hydrants, benches, statues or any other feature is not allowed. Likewise, defacing or damaging the exterior walls or surfaces of the buildings, including but not limited to the entrances, porches, staircases, is not allowed.
- L. Climbing on or stepping upon statues, monuments, fences, lighting fixtures, trees, or parts of buildings not intended for such purposes is not allowed.
- M. No sign located within 50 feet of a roadway, entrance or exit shall be larger than 3' X 3', and no sign shall block the sight lines of drivers entering or exiting the College grounds or traveling on a public roadway around the College.
- N. Alcoholic beverages or any other controlled substance shall not be possessed, dispensed or consumed during an expressive activity or demonstration.
- O. Camping or sleeping overnight on the College grounds is not allowed.
- P. The event sponsor shall remove all rubbish, including discarded literature, from the grounds at the conclusion of the activity. Failure to clean up after the event may result in the responsible individual or organization being charged for the cost of cleanup.
- Q. Persons participating in an expressive activity or demonstration must comply with all College Policies, Campus Rules and Regulations, and local state, and federal ordinances and statutes.

- R. This policy does not apply to labor disputes between construction contractors of the College and labor unions. Where a labor union wishes to engage in a demonstration, the College will set up a reserved gate as authorized by law.
- S. The College reserves the right to take necessary and appropriate disciplinary action and/or law enforcement action, to the extent authorized by College policy, state and federal laws, or local ordinances, when demonstration activities interfere with the normal function and proper conduct of the College or with the legitimate rights of individuals.
- T. Any student or student organization that violates this policy or any college rule and regulation during a demonstration shall be subject to the student disciplinary process.
- U. Any employee violating this policy may be subject to disciplinary action.
- V. Federal, state and local laws will be enforced, as applicable.
- W. Firearms, or other weapons are not allowed on campus.
- X. All persons must comply with all College policies, Campus Rules and Regulations, and local, state and federal ordinances and statutes.

**Change Log:**

<u>Date Of Change</u>	<u>Version</u>	<u>Description of Change</u>	<u>Responsible Party</u>
11/30/2011	1.0	Initial	D. Fenby
12/13/2012	2.0	Update of policy, new header, change log, and general content/wording updates	C. Allen
04/27/2015	3.0	Biannual Update and Review	C. Allen
1/23/2017	4.0	Review and Update with Legal	C. Allen
9/21/18	5.0	Review	C. Allen
10/15/20	6.0	Edits from President	COO
9/22/2022	7.0	Review	C. Allen