

Category: Operations

Policy Title: Peaceful Assembly in Forum Policy

**Policy Statement:** As a public educational institution in Kansas, the buildings, facilities and grounds of the College are dedicated to education and the fulfillment of the College's mission to provide high quality instruction and make original contributions to the knowledge and human understanding of its students. The public character of the College does not grant to individuals an unlimited license to engage in activity which limits, interferes with, or otherwise disrupts the normal activities for and to which the College's buildings, facilities and grounds are dedicated and said buildings, facilities and grounds are not available for unrestricted use by non-College groups. The time, place and manner regulations are intended to balance the College's responsibility to fulfill its mission as an educational institution in Kansas with the interests of First Amendment expression.

Procedures:

1. Subject to the regulations and requirements of this policy, groups<sup>1</sup> may use the campus of Garden City Community College<sup>2</sup> for First Amendment activities.
2. Notification of intent to be on campus to engage in First Amendment activities (hereinafter "the Event")<sup>3</sup> shall be provided to the Vice President for Student Services no later than one- week (7 calendar days) prior to the Event along with the following information:
  - The name, address and telephone number of the individual, group, entity, or organization sponsoring the Event (hereinafter "the Sponsoring Organization"); and
  - The name, address, and telephone number of a contact person for the Sponsoring Organization; and
  - The date, time and requested location of the Event; and
  - The nature and purpose of the Event; and
  - The type of sound amplification devices to be used in connection with the Event, if any; and
  - The estimated number of people expected to participate in the Event
3. Signs shall be no larger than 2' x 2' and no individual may carry more than one sign.
4. The Limited Public Forum may not be used on the same date as any previously scheduled College event or activity (aside from regularly scheduled classes) where it is reasonably anticipated that more than fifty (50) people will attend the College event or activity.
5. The Event will be limited between the hours of 8:00 am and 8:00 pm., Monday – Friday.

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<sup>1</sup>For purposes of this of this policy, "groups" shall mean individuals, or combinations of individuals, who may or may not be currently enrolled students or current employees of Garden City Community College or who may or may not be officially affiliated or associated with a recognized student organization or a recognized employee group of the College.

<sup>2</sup>This policy statement is applicable to the campus of Garden City Community College, 801 Campus Dr, Garden City, KS 67846.

<sup>3</sup>Examples would include, but not necessarily be limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, mass protests, meetings to display group feelings or sentiments and/or other types of constitutionally protected assemblies to share information, perspective or viewpoints.

6. The Event shall not last longer than five hours from beginning to end.
7. The Event will only be located on the grass area west of the Pauline Joyce Fine Arts Building (unless otherwise approved) upon submission of the request and written permission from the Vice President for Student Services.
8. The use of sound amplification devices is limited to the Limited Public Forum area as long as any sound amplification device is used at a volume which does not disrupt or disturb the normal use of classrooms, residence halls, offices or laboratories or any previously scheduled College event or activity.
9. Information<sup>4</sup> may be distributed as long as it is not obscene or libelous or does not advocate unlawful conduct. The Sponsoring Organization is encouraged, but not required, to include its name and address on the distributed information.
10. Solicitations of funds, or activities where products or services are offered for sale, shall not occur in connection with the Event.
11. No demonstrations associated with the scheduled event may occur inside a College building.
12. The College campus should be cleaned up and left in its original condition and may be subject to inspection by a representative of the College after the event. Reasonable charges may be assessed against the Sponsoring Organization for the costs of extraordinary clean-up or for the repair of damaged property.
13. All fire, safety, sanitation, or special regulations specified for the Event are to be honored.
14. The College cannot and will not provide utility connections or hook-ups for purposes of First Amendment activities conducted pursuant to this policy.
15. The Event must not obstruct vehicular, bicycle, pedestrian or other traffic or otherwise interfere with ingress or egress to the College, or to College buildings or facilities, or to College activities or events.
16. The Event must not create safety hazards or pose unreasonable safety risks to College students, employees, or invitees to the College.
17. The Event must not interfere with educational activities inside or outside any College building or otherwise prevent the College from fulfilling its mission and achieving its primary purpose of providing an education to its students.
18. The Event must not materially infringe on the rights and privileges of College students, employees, or invitees to the College.
19. If the Event becomes disruptive, the College will take appropriate action to limit or terminate the activity. If the Event area is not restored to its original condition, the organizer will bear fiscal accountability.
20. The Event must also be in accordance with any other applicable College policies and regulations, regulations and policies of the Kansas Board of Regents, local ordinances and/or state or federal laws.
21. The President of the College or his/her designee may authorize First Amendment activities which are reasonably determined not to cause disruption of College activities despite a literal violation of this policy statement. Such determinations shall be made without consideration of the content or message of the First Amendment activities.
22. The President of the College or his/her designee may at any time, terminate, cancel or prohibit the Event if it is determined, after proper inquiry, that the Event does constitute or will constitute a clear and present danger to the College's orderly operation.
23. Any person determined to be violating this policy is subject to an order from the Garden City Community College Campus Police to leave the College campus. Persons failing to comply with such an order to leave the College campus are subject to arrest for criminal trespass.
24. The College recognizes and supports the rights of non-College groups to engage in First Amendment activities. This policy shall be interpreted and construed to support such activities while simultaneously balancing the needs and interests of the College to fulfill its mission as an educational institution in Kansas.

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<sup>4</sup>To avoid excessive littering of the campus and/ or greatly increased work requirements for College Facilities employees, non-College groups are asked to cooperate with the College in limiting the distribution of information leaflets or pamphlets.

Contacts: Vice President for Student Services

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