

- C. The Vice Chancellor for Student Affairs is authorized to adopt guidelines and procedures to implement these regulations.
- D. To ensure the orderly operation of University affairs, decisions of the Vice Chancellor for Student Affairs, Student Affairs staff and other University Units applying or enforcing these regulations shall be complied with pending any appeal under Section V.
- E. The Student Affairs and University Life Council of the Faculty Senate may advise the Chancellor regarding modifications and application of these regulations. Any member of the campus community may present proposals for revision, with supporting arguments, to the Council through the Faculty Senate Office or the office of the Vice Chancellor for Student Affairs. Any modification or amendment of these regulations requires the approval of the Board of Trustees.

III. USE OF UNIVERSITY PROPERTIES

A. Programs and Activities

1. Any use of University properties for programs, activities, and events must not interfere with official University functions, or disrupt the peace and quiet of the campus and the community adjacent to the campus.
2. University Units and student organizations are authorized to use University properties for organized programs, activities, and events, subject to the provisions of these regulations and campus guidelines and procedures administered by authorized University personnel.
3. Non-University organizations may be allowed use of University properties at the discretion of the University only in accordance with campus guidelines and procedures governing such use, as administered by the authorized University Unit, provided, however, that official University functions shall have first priority. Arrangements by non-University organizations should be made through Conference Services or other appropriate University Units.
4. Many University properties may be reserved on a first-come, first-served basis by student organizations and University Units for activities, programs, or events. Such use must be for activities, programs or events which are directly related to the purposes of the sponsoring entity. Undergraduate groups may reserve Non-Residence Hall space for events and programs through the Student Activities Office, all others through the University Unit which administers the desired space. Such use is also subject to the specific restraints and scheduling procedures of the facilities involved. Permission to use facilities is not to be construed as endorsement by the University of the activities of the sponsoring organization or unit, but only as permission granted to use University property.
5. In order to finalize reservations, requests by undergraduate student organizations must have been approved as to time, place, and manner by the Student Activities Office. If Residence Hall space is to be utilized, Housing Services must also approve such usage. Requests by others must be approved by the appropriate University Unit.
- 6.

deposits or purchase orders and financial accountability may be required.

7. No publicity for any program, activity or event may be released before the request for space has been approved and reservations for facility use have been finalized. When media-coverage is solicited by the sponsoring entity, that entity must first inform the News Bureau.
8. Designated areas and administrative units:
 - a. Campus Center/Student Union - Campus Center Scheduling;
 - b. Academic Space - Academic Scheduling Office.
 - c. Fine Arts Center Space (Including the Fine Arts Center, Bowker Auditorium Hampden

D. Posting of Literature, Signs and Banners

1. Individual students, faculty or staff may post personal announcements on the boards designated for this purpose in compliance with the guidelines and procedures for the building in question. Exceptions to the posting of personal announcements may be granted by individual departmental offices for their departmental bulletin boards.
2. All materials posted including signs and banners shall clearly indicate the name of the sponsoring University Unit, student organization, or Employee Organization. Posted material shall be dated. Posted material written in a language other than English must provide sufficient information in English to identify the sponsoring group.
3. Posting of literature within University Housing (residence halls and family housing), University Health Services, and Food Services must be in accord with specific guidelines and procedures applicable to these areas.

Posting of literature and materials within the areas of individual departmental offices or on departmental bulletin boards must be in accordance with the guidelines and procedures applicable to these areas and boards. Information regarding the specific procedures may be obtained from the individual departments. Such guidelines and procedures shall ensure that all materials conform to these regulations regarding distribution and posting.

4. Posters, signs, banners, and other materials and literature may be placed on campus in compliance with specific guidelines and procedures for the location in question. The use of wall space or other surfaces within or on the outside of campus buildings is prohibited. Permitted locations include:
 - a. Campus Center and Student Union bulletin boards - and kiosks - items posted must be consistent with Campus Center policy;
 - b. Kiosks;
 - c. Fourth floor of Student Union;
 - d. Parking Garage and PVTA bus stops – the posting of materials in these locations must be consistent with guidelines and procedures administered by the Director of Transportation and Parking.

E. Fund Raising

1. Student organizations may raise funds to support their activities in accordance with the following provisions:
 - a. Funds may be collected and materials related to the purpose of the organization may be sold:
 - 1) at their own meetings and programs formally approved under these guidelines; and

2) in compliance with ap

