



Expressive Activity Procedures

These procedures administer the University's Expressive Activity Policy, Section 3344-2-06 of the Administrative Code (the "Policy").

Purpose

As stated in the [Policy](#), the University seeks to foster free speech while maintaining a secure campus and an appropriate educational and work environment for all members of the University community. These procedures provide appropriate time, place and manner regulations for that purpose.

Other relevant policies and procedures include the [Use of Space](#) policies, the [Policy Against Discrimination, Harassment, Sexual Violence and Retaliation](#) and Conference Services' [Facilities Use Procedures](#).

Outdoor Areas Generally Available

In accordance with the regulations set forth in these procedures, any person or group may use, without prior notification, any publicly accessible outdoor area of the university's 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 or impede the regular operation of the university.

Large Groups

Any person or group whose use of an outdoor area is expected or reasonably likely to have more than one hundred (100) people must notify the University's Police Department at least five (5) business days before the day of the expressive activity, or as soon as feasible. Information to be provided includes the specifics of the event, the estimated number of people, and a name and contact information of at least one person who can be contacted regarding the logistics of the event and who will be present at the event.

Priority for Scheduled Events

Outdoor space may be reserved through Conference Services, pursuant to the Facilities Use Procedures. Any applicable fees must be paid in order to schedule an activity. All scheduled events, including protests and other forms of expressive activity, have priority over non-scheduled events.

Sound

Amplified sound means sound amplified by any device, including a bullhorn. Amplified sound is permissible only during the following hours:

- **Monday - Thursday:** From 11:00 a.m. - 1:00 p.m.

- **Friday:** From 11:00 a.m. - 1:00 p.m., and 5:00 p.m. - 10:00 p.m.
- **Saturday and Sunday:** From 10:00 a.m. - 10:00 p.m.

No sound may be amplified at any time above 80 decibels.

Signage

So long as they do not interfere with free movement on University grounds, signs of any size may be displayed. Signs may only be made of fabric or paper. No wood, plastic, metal or other firm material may be used to reinforce or to hold up a sign.

Sidewalks, Streets and Buildings

Expressive activity must not interfere with the general public's ability to use the public sidewalks and streets. Building entrances must be kept clear at all times. Nothing may attached to, or drawn on (including with chalk or other temporary material) any sidewalk, street or building.

Tables/Leafletting

Tables or other structures are not permitted except as reserved through Conference Services.

Distribution of flyers is permitted. However, individuals distributing flyers are responsible for litter created by such activity.

Staging, Platforms, Canopies, and other Temporary Structures or Shelters

Staging, platforms, canopies and/or other temporary structures or shelters are prohibited unless pre-approved by Conference Services in writing.

Prohibited Activity

- Open flames are not permitted anywhere on campus.
- Conduct that creates a threat, incites violence or constitutes discrimination or harassment in violation of University policy is prohibited.
- Expressive activity on any athletic field is prohibited.
- Expressive activity may not disrupt University teaching, administration or research. Weapons are not permitted on campus, except as allowed by law.
- No stakes may be driven into the ground. Canopies that have been pre-approved by Conference Services in accordance with these procedures must be secured by ballasts – preferably, water barrels.

- All motorized vehicles are prohibited.
- All heavy equipment is prohibited.
- Personal tents are prohibited.
- Camping and/or other overnight activities are prohibited.

Indoor Space Generally Unavailable

Use of University buildings is governed by the Use of Space policies. Indoor space is not available for expressive activity, but certain spaces may be reserved through Conference Services.

Publications / Bulletin Boards

Only CSU magazine racks and bulletin boards are permitted in University facilities or on University property. All magazine racks and bulletin boards are controlled by a University office or department and are for that office's or department's exclusive use.

All rules promulgated to regulate bulletin boards must include the following requirements:

- Posting is limited to on campus events and activities. Postings for off-campus events, services, sales, housing rentals, employment, etc. will not be approved for posting.
- Postings must be submitted for approval in person during business hours.
- Postings must identify the host / sponsor and include contact information (phone number or email address).
- The event or activity being advertised must be hosted by a CSU department, recognized student organization or an outside group with an executed facilities rental agreement.

Resources / Contact Information

Conference Services, conferenceservices@csuohio.edu,

216.523.7203 CSU Police Department, police@csuohio.edu,

216.687.2020