

OFFICE OF STUDENT LIFE OFFICIAL POSTING POLICY

The University recognizes that advertising for meetings and events is very important. In order to maintain consistency and effectiveness of the posting areas, the following are the established policies and procedures:

Scope of policy: This policy covers the Powell Building & Academic Buildings. For posting in Residence Halls, please take one original copy to the Housing Office in room 552 of the Student Service Building for review/approval.

Policies/Procedures:

1. All posters/flyers MUST be approved PRIOR to posting.
2. ONE flyer should be submitted to the Office of Student Life for approval, copies are to be made from the original. If an individual brings more than one flyer, they will be responsible for stamping all flyers in the Office of Student Life.
3. The Office of Student Life will review and, if appropriate, approve the flyer.
4. Items needed on flyer for approval; date & time of the event, location (make sure reservation is confirmed if necessary), title or description of event, and contact information.
5. Each approved flyer will be stamped with a date the flyer is to be removed. Each organization is responsible for removing flyers by the stamped date.
6. Flyers are to be posted on Bulletin Boards and student activity display cases only. The following locations are NOT approved locations and will result in the flyers being removed and possible revocation of posting privileges:
 - * Windshields * Walls * Trees * Lampposts * Windows * Doors
 - * Painted Surfaces * Railings * Water Fountains * Bathrooms/Stalls * Glass Surfaces
7. Flyers can be hung for a maximum of 4 weeks or until after the event is complete.
8. Any flyers found posted without the approval stamp or in inappropriate places will be immediately removed.
9. The use of chalk as an advertising tool is limited to ONLY sidewalks. Columns, sides of buildings, etc is inappropriate.

OFFICE OF STUDENT LIFE SOUND POLICY

The mission of the Office of Student Life is to enhance the quality of life of Eastern Kentucky University students by supporting the university's commitment to the academic success and holistic development of each individual student. In support of this mission, the Office of Student Life has established this policy:

It is recommended that a decibel level in the outdoor areas of the Ravine/Amphitheater and Powell Student Center (PSC) of between 85-95(maximum of 85 decibels on PSC Corner), as measured 25 feet from the speaker source, when music was being played or performed. This decibel level should result in a decibel reading in the neighboring classrooms that would allow classroom instruction and conversation to be heard comfortably.

Procedure:

1. Requestor will be informed of the sound policy at the time of the reservation request, by the Office of Student Life (OSL).
2. OSL will require Requestor to sign a letter of understanding, agreeing to adhere to the 90 – 95 decibel level range, as measured by the OSL Decibel Sound Meter, before they are permitted to reserve the PSC outdoor areas. The letter will also address consequences for violations of the sound policy.
3. Before the event begins, Requestor must do a sound check with OSL and the PSC Sound Technicians to determine the decibel reading. The sound check will be 15 minutes before the scheduled performance.
4. OSL may measure decibel levels at any time, to ensure sound is below 95 decibels.
5. OSL decibel meters are the only equipment recognized for use in determining appropriate decibel levels.

Violations:

During a plaza musical performance, the OSL staff will alert the performers or responsible party when a sound violation has occurred (i.e. exceeding 95 decibels). No more than three minutes will be allowed to correct the volume to an acceptable level. If a violation occurs during that event, a letter will be provided to the responsible party notifying them that a violation has occurred. By violating this policy, the responsible party may be subject to a restriction on future reservations. Copies of the notification will be sent to the responsible party or RSO president, advisor, and will be kept on file in the OSL.

OFFICE OF STUDENT LIFE OFFICAL BANNER POSTING POLICY

The University recognizes that advertising for meeting and events is very important. In order to maintain consistency and effectiveness of the posting areas, the following are the established policies and procedures:

Scope of policy: This policy covers the Powell Student Center upstairs balconies and sidewalk

balconies. Policies/Procedures:

1. All banners MUST be approved PRIOR to posting.
2. The Office of Student Life will review and, if appropriate, approve the banner.
3. Items needed on the banner for approval include: Name of the event, date and time of the event, and the organization sponsoring the event.
4. Each approved banner will be permitted to hang for seven business days from the approval date. Each organization is responsible for removing their banner at the end of the approved week.
5. Organizations whose banners are removed by the Office of Student Life will receive a phone call to pick up their banner in Powell 128. The banners will be kept for 3 business days and if not picked up, will be discarded. Fraternity and sorority banners, if removed by the Office of Student Life will be placed in the organization's mailbox.
6. Banners can only be hung with zip ties or string. The use of duct tape or packing tape is prohibited. Banners hung illegally will be taken down immediately.
7. Any banners found hanging that have not been approved will be immediately removed.

OFFICE OF STUDENT LIFE WEB HOSTING POLICY

Eastern Kentucky University recognizes the usefulness of the World Wide Web in sharing and obtaining information and encourages student organizations to take full advantage of this technology within the following guidelines.

Hosting options

Any RSO desiring to have a web page that is associated with the Office of Student Life's RSO page has two hosting options:

The first option is to have the Office of Student Life host the page for the organization. With this option the organization creates the desired web page and any subsequent changes; and sends them to the Office of Student Life. The data will then be downloaded by the Office of Student Life onto the server. The URL connected to this option will be similar to <http://www.studentlife.eku.edu/orgs/departmental/orgname>. Direct FTP updating by the organization is not permitted under this option. There are no fees attached to this option.

The second option is for the organization to have an entity outside the university host the web site. This option allows more flexibility in the organization's URL. This option also allows for direct FTP updating of the site. If this option is chosen the organization would create a buffer page that contains the link to their off-campus site. This page is then sent to the Office of Student Life and from there inserted into the proper web folder. The University reserves the right to remove the link at any time without prior notification to the organization. The only fees associated with this option will be those, if any, charged by hosting entity.

Web page policies

All RSO web pages must meet the following guidelines:

- Web pages are considered to be UNofficial sites,
- Web pages may not use official ECU web site designs, navigation bars or any facsimile thereof,
- Web pages may not use official ECU logos unless it receives prior written approval from the Office of Public Relations and Marketing. Approval documentation must be submitted to the Office of Student Life,
- Web pages must meet the requirements of all applicable statutes and University policies, including ADA and handicapped access, copyrights and patents, FERPA; and those within the Student Handbook. Infringement of copyright laws, obscene, harassing or threatening materials on pages can be in violation of local, state or federal laws and can be subject to litigation by appropriate law enforcement agencies.
- Each organization's web page must include the following information:
 - Name of the organization
 - Name and e-mail address of the individual who is responsible for maintaining the page;
 - Date last updated (month, date, four digit year)\
- The sale or promotion of goods and services is prohibited on sites hosted or linked from an ECU server. **All commercial activity is prohibited.**
- Commercial advertising of any kind is prohibited on sites hosted or linked from an ECU server.

OFFICE OF STUDENT LIFE HAZING POLICY

No organization shall conduct hazing activities. Hazing activities can be defined, according to Fraternity Insurance Purchasing Group (FIPG) as, “any action taken or situation created, intentionally, whether on or off fraternity/University premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies of the educational institution”. If you have any questions about acceptable activities, please contact the Assistant Director of Student Involvement and Leadership PRIOR TO engaging in any activity. Eastern Kentucky University along with the Office of Student Life supports Kentucky State law regarding hazing (KRS 164.375):

(1) The boards of trustees of the University of Kentucky and the University of Louisville and the boards of regents of those state colleges set out in KRS 164.290 shall, within ninety (90) days of July 15, 1986, adopt statements of campus policy which prohibit any action or situation which recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization. Such policy statements shall govern the conduct of students, faculty and other staff as well as visitors and other licensees and invitees on such campuses and property. The penalties for violations of such policy statements shall be clearly set forth therein and shall include provisions for the ejection of a violator from such campus and property, in the case of a student or faculty violator his suspension, expulsion or other appropriate disciplinary action and, in the case of an organization which authorizes such conduct, rescission of permission for that organization to operate on campus property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other chapter to which a violator or organization may be subject. A copy of such policy statements which prohibit reckless or intentional endangerment to health or forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization shall be given to all students enrolled in said college and shall be deemed to be part of the bylaws of all organizations operating on said campus.

(2) Nothing contained in this section is intended nor shall it be construed to limit or restrict the freedom of speech nor peaceful assembly.

Effective: July 15, 1986

History: Created 1986 Ky. Acts ch. 366, sec. 1, effective July 15, 1986.

Furthermore the University and the Office of Student Life supports the policies of the National Panhellenic Council, National Pan-Hellenic Council, National Interfraternity Council and Fraternity Insurance Purchasing Group.

C. Eastern Kentucky University has a zero tolerance policy for hazing. Failure to comply with national policies, University policies, and/or Kentucky state law will result in consequences up to individual/organization expulsion from the University and/or organization suspension.