

Memorial Union, Student Activities, Event Planning

Eligibility for Student Activities

Any currently registered student is eligible to participate in student activities. Certain privileges and admission fees may pertain only to those undergraduates paying the student activities fee. Accommodations for disabilities are available with 72-hour notice by contacting the sponsoring organization.

Guest Speakers

Student organizations on the campus may freely select persons they wish to invite as guest speakers for their programs. There will be no restriction to control the point of view expressed by speakers other than those imposed by state and national law. Students will have the same right as other citizens to hear different points of view and to draw their own conclusions. The University will not be responsible for the views expressed or entertained by either the speakers or the groups. It will not approve or disapprove such views, whatever their nature, rather, it will be concerned exclusively with discharging its educational duty to facilitate free discussion of all points of view, to the extent guaranteed by the Constitutions of the United States and of the State of Rhode Island.

In all circumstances, the civil rights and liberties of every person involved will be fully respected and protected from any abridgment whatsoever. There will be no infringement upon the right of the speaker to present their views or to perform their intended service. Members of the University community have the right to hear the presentation or benefit from the performance of the intended service. There will be no infringement upon the right of any persons to conduct orderly picketing or make other lawful forms of protest.

Preparation for Speakers

Routine procedures required by the University in connection with the appearance of a guest speaker will be designed only to ensure that there is orderly scheduling of facilities, that adequate preparation for the event, and that the affair is conducted in a manner appropriate to an academic community. University control of campus facilities will not be used as a device of censorship.

When it is known that a potentially controversial person is expected on the campus, with the likelihood of generating some form of protest or demonstration, the President of the University or designated representative will make every effort to arrange prior discussion with the probable protesting group or groups. The only purpose of such meetings will be to establish mutually agreeable arrangements. In no case should such discussion be construed as implying University endorsement of any position.

Protests and Demonstrations

If a formal protest or demonstration is held, it will not be confined to a specified area, but persons, or signs of other devices used to express the protest will not block sight, hearing, access or egress, or otherwise interfere with the orderly conduct of the event being protested or of normal University activities. In order to attain the latter objective, certain areas in which protest activity is to be prohibited may be defined in advance by mutual agreement between the University and the protesting parties defining time, place, and manner.

Security for Speakers

In the event of a visit to the University by a highly placed government official or a highly controversial person, special arrangements for the visit may be required. Such arrangements will be made by the University. Special rules and procedures will be devised and promulgated by a special University committee representing the University administration (including the campus police), the faculty, and the student body. Representatives of outside agencies may be invited either to advise or to serve on the committee.

In all such cases, the University will maintain final control over arrangements, consistent with the University rules and regulations.

If any special rules are adopted, they will be given wide publicity well before the event to which they apply. It is expected that every person on the campus will act in a lawful manner and observe general and special University regulations. The Vice President for Student Affairs or designated representative will be present at all occasions when controversy is likely to arise and will request persons acting in an unseemly manner to desist from such action. Members of the campus community are subject to conduct procedures when violating outlined regulations.

The campus police will normally handle such routine matters as traffic regulations in accordance with established procedures and policies. In the event of violence, or of clear, unmistakable indications of probable violence, the responsible University official in attendance may authorize a call for additional assistance.

Social Events

A social event is described as any planned gathering involving more than seven people and when food and/or beverages are purchased in advance of the event. All social events on campus must be alcohol-free. Social events must comply with event registration requirements.

Registration of On-Campus Social Events

All major events sponsored by the Student Senate Inc. recognized student organizations must register through the Office of Student Involvement a minimum of two weeks

before the event. Major events are defined as events with an expected attendance of 50 or more that is social in nature.

Events may be registered only by an officer of the organization who will oversee the organization's responsibility for compliance with community standards during the event. A designated responsible member of the University community who will be present at the event must register social events for all other non-residence hall groups. No Student Senate Inc. recognized organization may register a social function that is sanctioned for a public health or safety code violation.

If more than 50 people show up and the event is not registered, it is the responsibility of the student organization officers to notify the University police immediately. If the event is registered, but attendance is greater than indicated on the event registration, it is the responsibility of the student organization officers to notify the University police immediately.

Security for On-Campus Social Events

Social events for more than 100 individuals may require security coverage that will be arranged through the Memorial Union Scheduling Office.

Guests at Social Events

Students are responsible for the conduct of their guests at all on-campus social events. Guests are subject to the social regulations and other rules of the University while on campus. The student(s) and/or the sponsoring organization may face conduct action for the behavior of their guest(s). The party registrant may be responsible for the conduct of all uninvited visitors at all on-campus social events. Advertising for all dance parties in excess of 100 anticipated guests must state on all advertising: "Open to all currently enrolled college students with TWO valid Photo ID's: College ID & State or Federal ID."

Outdoor Functions Using Amplified Sound Equipment

The use of amplified sound is permitted only between the hours of 5 p.m. and midnight on Fridays, between noon and midnight on Saturdays, and between noon and 10:00 p.m. on Sundays, not on Monday through Thursday, except by variance. Complaints will be directed to the University police. An excessive number of complaints (as judged by the University Police shift commander in consultation with the sponsoring organization) will be sufficient cause to order the sound discontinued after one warning.

Request for Variations

A variance as to the day of the week and/or hours may be requested in writing from the Director of the Memorial Union/Student Involvement & Center for Student Leadership Development or designee for Student Senate Inc. recognized organizations, from the Assistant Vice President for Student Affairs and Director of Housing and Residential Life or designee for residence halls, or from the Assistant Vice President for Student Affairs and Dean of Students or designee for fraternities or sororities. The request should

include a careful analysis of the sound system's impact and all measures affected to reduce its infringement on the community. Copies of written releases will be required when the outdoor location abuts private property.

Support for Individual or Student Organization Events

In addition to services related to registration, scheduling and security coverage, the staff of the Student Involvement Office is prepared to assist any organization or individual in the following areas of social event preparation: planning, standard band contracts, audiovisual aids and technical personnel, selection of performing artists, and standard agreement forms of renting an off-campus establishment.

Fundraising, Sales, Solicitation, Proselytizing, Petitioning

Under no circumstances are door-to-door activities or systematic phone use permitted to sell, proselytize or collect petition names on campus. All individuals or groups need permission to sell or display products on campus. Individuals or groups operating with approval must produce on demand a copy of the written authorization for purposes of identification and verification.

Administrative authorization does not in any way constitute an endorsement of proselytizing or product, or guarantee of legitimacy, product reliability or safety, or company/ organization history or existence. The individual or group is responsible for compliance with all state and local laws including tax number and product liability insurance.

Fundraising, Sales, Solicitation, Proselytizing, Petitioning: Students and Student Groups

Administrative approval, in writing, from the office or department having jurisdiction is required of all students or student groups wishing to conduct sales to benefit campus or community welfare projects, sell products or services, or proselytize. Normally, students or student groups will not be given permission to sell products or services otherwise available on campus. Approval shall be granted by the following departments:

- In or around Residence Halls and University Apartments, from the Director of Residential Life
- In the Memorial Union and outside between the Union and its sidewalks, from the Director of the Memorial Union and Student Involvement
- In the Bookstore from, the Director of the Bookstore
- In or around dining centers, from the Director of Dining Services
- In or around fraternities and sororities, from the Assistant Vice President or Dean of Students for Student Affairs
- In or around the athletic complex, from the Director of Athletics
- In all other areas of the campus, from the Assistant Vice President of Student Affairs and Dean of Students. The Dean of Students will coordinate use with the Director of Lands and Grounds and the Director of Public Safety
- In or around College of Continuing Education, from the Dean

- In or around Narragansett Bay Campus, from the Coordinator, Narragansett Bay Campus Administration

Fundraising, Sales, Solicitation, Proselytizing, Petitioning: Non-affiliated University Groups or Individuals

Permission to sell products or to solicit on campus by non-affiliated groups or individuals will be denied if the product is otherwise available on campus. Off-campus vendors may enter a bid process for space should the University determine this service to be needed. The advertising of available space and the product(s) to be sold will be in local newspapers allowing all interested vendors the opportunity to submit proposals. Off-campus vendors may participate in special University and student organizational events at the invitation of the University or student groups following established policies and procedures.

Appeals to Fundraising, Sales, Solicitation, Proselytizing, Petitioning

All student and non-student vendors have the right to appeal to the supervisor of the individual denying the request. All solicitation permits must be in writing, may not be given for more than one year, and a copy must be forwarded to the Vice President for Student Affairs or designee.

Student Senate

The Student Senate Inc. acts as the representative of the student body in all matters pertaining to student affairs and academic affairs and serves as the governing body for all recognized student organizations.

Student Organizations

Recognition of new and continuing student organizations shall be the responsibility of and be coordinated by the Director of the Memorial Union/Student Involvement & Center for Student Leadership Development, in cooperation with the Student Senate Inc. for undergraduate students, and Graduate Student Association for graduate students. Students interested in forming a new organization should consult with the Director and appropriate governing body (e.g., Student Senate Inc. or Graduate Student Association) committees to determine the proper procedures for requesting University recognition.

Students are free to organize and join educational, political, social, religious, or cultural associations. No student group shall be barred from recognition as a legitimate campus organization or from the use of University facilities, because of its open affiliation with any association, national organization, or political party. However, no body of students shall organize and act as representative of the University in outside activities unless approved and authorized by University authorities.