
USE OF FACILITIES

Policy Statement of the Board of Governors

University physical facilities exist for the primary purpose of serving a planned and scheduled program of educational activity. At times, when not required in the regularly planned educational program and with prior approval, the University facilities may be made available for extracurricular use to departments and to their organizational units of the University. These include organizations composed exclusively of faculty and staff, organizations which exist for the benefit of the University and recognized student organizations. The ultimate authority in the approval or disapproval of the aforementioned programs is the President of the University.

When a facility is not in use by a regularly scheduled educational activity or by one of the University organizations listed above, the University President is authorized to approve its use by outside organizations, provided that the program does not pertain to soliciting political party membership or supporting opposing political candidates, the raising of money for projects not directly connected with a University activity or for the conduct of private business.

If the invitation to an outside speaker or program requires a financial commitment, the business officer of the University shall negotiate and sign the contract. The finance officer will not honor requests for payment of an honorarium and/or expenses without prior written authorization. Any exceptions will be authorized by the President of the University.

Publicity and communications concerning any meeting shall clearly identify the sponsoring organization and shall carefully avoid any stated or implied University sponsorship. The University is not available for exploitation; special interests out of harmony with its educational objectives will not be served.

Recognized student organizations may use University facilities for open or closed meetings, subject only to local campus scheduling regulations.

If an off-campus speaker is to be invited to address an open meeting of a recognized academic student organization, the faculty adviser, the head of the department and the chairman of the division in which the organization is academically based must give their approval before the invitation is extended. Non-academic student organizations must have the approval of their adviser and the Student Activities Office before the invitation is extended. The final step is the filing of this notice at least 10 days prior to the meeting in the Student Activities Office (BSC 222).

No University facility may be reserved for an open meeting without evidence of the required approval. A roster of recognized student organizations and their faculty advisers will be provided annually by the Dean of Students.

In all open meetings at which an off-campus speaker will speak, a tenured faculty member, selected by the sponsoring organization shall serve as a moderator and a reasonable period shall be reserved for questions from the audience.

In case a request for the use of a University facility by a recognized student organization is not granted, it is the responsibility of the University officer to whom the request was made to notify promptly in writing the organization making the request stating the reasons for the denial.

Speakers may be invited to the campus to discuss political issues. Recognized student organizations may solicit memberships and dues at meetings. However, political party membership may not be solicited, political parties may not be supported or opposed, money may not be raised for projects not directly connected with a University activity and private business may not be conducted in University facilities.

Cell Phone Policy

Cell phones, beepers, and pagers, etc. can be obvious distractions and generally should be turned off or set on silent or vibrating options. These items are expressly prohibited from being turned on in all classrooms, the library and during any university programs where they could be disruptive.

Smoking and Tobacco Use Policy

The Board of Governors of Missouri Southern State University prohibits smoking and tobacco use of any kind. Tobacco products are not permitted in any campus buildings. Smoking and other tobacco usage is only permitted outside of buildings, not less than 50 feet from any entrance

Procedures for Recommending Change

Recommendations for changes in University regulations contained herein will be made to the Student Services Office for referral to appropriate University agencies.

Interpretations of Regulations

The responsibility of these regulations rests with the Dean of Students except for academic regulations which will be interpreted by the Vice President for Academic Affairs.

Solicitation

Salesmen and solicitors are not permitted on the campus. The Missouri statutes regarding solicitation on public school premises form the basis for the policy at Missouri Southern. The Missouri statute follows:

Section 163.370. No agent, solicitor or other such person shall solicit, offer for sale or sell any subscription, policy, service, article or thing whatsoever to any teacher or pupil in any public school of this state while such teacher or pupil is upon the premises of such school. Any person violating any provision of this section shall, upon conviction, be deemed guilty of a misdemeanor. (R.S. 1959)

Solicitors are not permitted to solicit from students or faculty members during school hours or upon the campus. Private business may not be conducted on University premises. Credit card sales and promotion are expressly prohibited. Exceptions to this solicitation policy can be made by the Dean of Students when a student organization is involved, and then only when such service is directly relevant to the purpose of that organization and to the purposes of the University.

Voter Registration

All students are encouraged to participate in national, state, and local elections. As a result of the voter registration provision of the Higher Education Act (HEA), Missouri Southern provides voter registration forms and information to all students. For details, contact the Student Services Office (BSC-211) or call 625-9392.