

M. Campus Speech, Distribution and Posting Policy

1. Definitions

- A. University Community:** Georgia State University students, chartered student organizations, staff and faculty.
- B. Non-University Community Members:** Persons or groups who are not members of the Georgia State University Community.
- C. Speech Activities:** Speech, expression and assembly activities guaranteed by the First Amendment, including distribution of non-commercial printed materials.

2. Purpose and Overview

Georgia State University (“GSU” or “University”) holds the First Amendment guarantees of freedom of speech, freedom of expression, and the right to assemble peaceably as essential rights of a free people and the cornerstone of scholarly inquiry. The University is firmly committed to affording the University Community with the opportunity to engage in the peaceful and orderly exercise of these rights. To achieve this objective, while at the same time fulfilling its educational mission and maintaining a safe campus environment, the University has certain time, place and manner restrictions that apply to Speech Activities, without regard to content.

3. Exercise of Speech Rights

A. University Community Members

GSU students, chartered student organizations, staff and faculty are supported in their right to engage in Speech Activities and may do so on campus in any place where, at the time of the speech, expression, or assembly the persons are permitted to be (including designated public forums | speech areas) with the exception that distribution of printed materials is not permitted in classrooms and laboratories, dining areas, elevators, escalators, libraries, or entrances and exits to buildings. University Community Members may also engage in Speech Activities in designated public forums listed in Section 4 of this Policy. These rights are subject to the time, place and manner restrictions set out below.

B. Non-University Community Members

Persons who are not members of the University Community may engage in Speech Activities in designated public forums (“Speech Areas”) available at the locations listed in Section 4. Each Speech Area is identified with University signage. These designated public forums are to be used for all Speech Activities by Non-University Community Members. These rights are subject to the time, place and manner restrictions set forth below.

4. Designated Public Forums | Speech Areas

- A. Atlanta Campus:** Lawn adjacent to Unity Plaza outside Student Center East, and Urban Life Center Plaza between the Urban Life Center, Sports Arena and Student Center West
- B. Alpharetta Campus:** East Patio entrance to building A-1310
- C. Clarkston Campus:** Quad area between buildings CA, CB, CC and CG
- D. Decatur Campus:** Quad between buildings SA, SB, SC and SG
- E. Dunwoody Campus:** Quad area NT, NE, LRC and NB
- F. Newton Campus:** South end of the lawn between building 1N and 2N

5. Time, Place and Manner Restrictions

To balance the rights and safety of GSU Community Members with the University’s educational mission, GSU has the following content-neutral time, place, and manner restrictions that apply to Speech Activities on campus.

- A. Speech Areas** are generally available from 8:00 a.m. to 9:00 p.m. Monday through Friday on a non-exclusive first-come, first-served basis. Reservations for use of the Speech Areas are encouraged but not required. The right to use Speech Areas is non-exclusive, whether with or without a reservation. Reservations are processed on University business days only. To make reservations for the Atlanta campus contact Student Center Event Management at scevents@gsu.edu, 404-413-1870 or in person at Student Center East, Suite 305. To make reservations for a Perimeter College campus contact Perimeter Facilities & Events Office at pcfilities@gsu.edu, 678-891-2540 or in person at Building CM on the Clarkston campus.

- B.** Interference with the free flow of vehicular or pedestrian traffic on campus, or with the ingress/egress of campus facilities is prohibited.
- C.** Substantial disruption of the orderly conduct of the University's instructional, research, operational and other official University functions, including University ceremonies and events, is prohibited.
- D.** Amplified sound (sound, the volume of which is increased by any electric, electronic, mechanical, or motor-powered means) of Speech Activities is not permitted. Shouting and group chanting are not amplified sound.
- E.** Persons using the Speech Areas must supply their own tables and chairs.
- F.** Scatter marketing (throwing one or more copies of printed materials on the ground for them to be seen or picked up) and any other form of marketing that violates City of Atlanta anti-litter ordinances is prohibited.
- G.** Persons engaging in Speech Activities are responsible for clean-up and removal of all materials used in their activities and, if not completed, may be charged by the University for the cost of cleanup.
- H.** Damage to property owned or operated by the University is prohibited and persons or organizations causing such damage may be held financially responsible and reported to law enforcement.
- I.** Individuals and groups engaging in Speech Activities on the University campuses must comply with all applicable federal, state, and local laws as well as University policies, rules, and regulations.
- J.** Individuals and groups may not, without the University's prior permission, continue to occupy any University facility during hours when that facility is regularly closed.
- K.** Commercial solicitations, sales, and fundraising activities are only permitted to the extent expressly authorized by the University in accordance with its Commercial Solicitation Policy. For information, contact Student Center Event Management at 404-413-1870 or in person in Student Center East, Suite 305, Atlanta Campus.

6. Campus Posting Policy

a. Introduction

In order to create and maintain an aesthetic environment and neat campuses, Georgia State University established the following guidelines regarding posting of informational material in campus facilities. Questions about the Campus Posting Policy may be addressed to the Student Center Administrative office, 55 Gilmer Street, Suite 310, Atlanta, Georgia 30303-3973, (404) 413-1860.

b. Posting Prohibitions

Posters, flyers, notices or similar items may not be attached to unauthorized campus facilities including, but not limited to, doors, walls, windows, trees, vehicle windshields, trash cans, recycling bins, benches, campus maps, light poles or exterior surfaces of buildings. Items posted improperly will be removed daily and destroyed. Persons and organizations that post items improperly may be subject to disciplinary sanctions and/or charged for the cost of removal and any damage to university property. Georgia State University is not responsible for maintaining or returning items that are improperly posted and removed.

c. Public Notices Posted by Affiliated Individuals or Organizations

Chartered student organizations, Georgia State departments, students, faculty and staff may post information related to official university activities in other locations on our campuses.

- i.** Posting of materials on any campus bulletin board that is assigned to a university department or unit requires the approval of that department or unit, and must follow its applicable policies and practices relating to the posting of materials. Any materials not authorized by the applicable department or unit will be removed and discarded.
- ii.** Specific department or unit bulletin boards authorized for posting include, but are not limited to, those found in the Student Center, the Sports Arena and university athletic facilities, Division of Student Affairs offices, the University Library, University Housing, university classroom buildings, and the Student Recreation Center. Information regarding posting guidelines for any of the above locations can be obtained from the respective department or unit.
- iii.** University-affiliated individuals or organizations seeking to post personal or non-university-related materials may only do so in explicitly designated bulletin boards described in subsection (d) below.
- iv.** Georgia State University is not responsible for maintaining or returning items that are improperly posted and removed. Persons and organizations that post items improperly may be subject to disciplinary sanctions and/or charged for the cost of removal and any damage to university property.

d. Public Notices Posted by Non-Affiliated Individuals or Organizations

- i.** Persons and organizations not affiliated with the university may post public notices on explicitly designated bulletin boards located in university buildings. Notices are removed each Friday.
- ii.** The university assumes no responsibility for the content of the material posted nor does this posting constitute any endorsement by the university. Georgia State University is not responsible for maintaining or returning items that are improperly posted and removed.

- iii. A list of the designated bulletin board locations may be obtained at the Student Center Administrative office (Student Center East 310).
- iv. In addition, non-university affiliated persons and organizations may not post items on the university grip strips reserved for university-related programs located in campus facilities.
- v. Finally, persons or organizations not affiliated with the university may purchase advertisements through The Signal, the campus newspaper, whose business office is located in Student Center West, Suite 250 and can be reached at (404) 413-1620.

Amended October 11, 2018 Administrative Council
Amended March 20, 2008 Student Life Committee
Approved April 17, 2008 University Senate
Amended October 16, 2008 Student Life Committee
Amended March 26, 2015 Student Life Committee
Amended March 17, 2016 Student Life Committee

N. Student Travel Agreement

Any student representing Georgia State University while attending any conference, workshop, or other activity and while traveling to and from these events is considered to be on official university business and is therefore governed by the Student Code of Conduct and other Administrative Policies. Any violation of the Code of conduct may result in appropriate disciplinary action as allowed by the Code.

In addition, all Georgia State University students on official university travel must follow the procedures below:

1. Participation

Students are expected to participate fully in the conference, workshop, or other activity by attending all programs and events as outlined by the conference when feasible. If participating as a part of a group, the group will seek to attend as many different sessions as possible in order to obtain the greatest amount of information and/or resources.

2. Proper Dress

Students must dress appropriately for the conference event based on the guidelines provided by the conference organizers and conference materials. Any questions about proper attire should be directed to the advisor or the conference organizers prior to leaving for the conference.

3. Alcohol Use

Students must comply with the Alcohol Policy while on university travel.

4. Vehicle Privileges

All trips that include the usage of a university vehicle or the rental of the vehicle(s) is paid for with university funds will follow all the rules as outlined by the Division of Student Affairs and/or Department of Recreational Services. Failure to follow the rules may result in temporary or permanent loss of driving or renting privileges. Such acts include, but are not limited to: reckless driving, possession and/or consumption of alcoholic beverages in the vehicle, littering, failure to return the vehicle at the agreed time, personal use of the vehicle and using the vehicle as a taxi for students.

5. Budget Office Regulations

Travelers are expected to follow the university regulation(s) for financial reimbursement and travel- expense limitations. Any expenditures not pre-authorized may not be reimbursed.

O. University Information Systems Use Policies

<http://technology.gsu.edu/about/technology-policies/>

i. Introduction

Georgia State University's information systems are critical resources and play an integral part in the fulfillment of the university's objectives of teaching, research, and extension of knowledge to the public. The Georgia State University Information Systems Use Policies provide guidelines for the access, use, and protection of these resources. Current guidelines and policies can be accessed at <http://www.gsu.edu/ist/infosysuse.html>.

ii. Purpose

The purpose of this document is to summarize and provide in a single location all approved policy aimed at ensuring that the access, use, and protection of the information systems promote the university's objectives. These policies will achieve the following principles:

- ensure that users abide by state and federal laws, as well as the policies of the university and the University System of Georgia;
- ensure that all individuals accessing or using the information systems assume responsibility for protecting these resources from unauthorized access, modification, destruction, or disclosure;
- ensure the integrity, reliability, and availability of the information systems; and
- ensure that individuals do not abuse the university's information systems and do respect the rights of members of the university community.

iii. Policies

The following webpage, http://www.gsu.edu/ist/infosysuse_chart.html, links to the current [Information System Use Policies Chart](#) in practice at Georgia State University.

Approved by the Student Life Committee, Winter Semester, 1998
Revised by the Student Life Committee, Spring Semester, 2000
Revised by Student Life Committee, April 17, 2008

P. Tobacco and Smoke-Free Campus Policy

Georgia State University (“Georgia State”) is committed to providing a clean, healthy, and comfortable environment for all students, faculty, staff and visitors.

The use of tobacco products is prohibited on all property owned, leased or used by Georgia State, including but not limited to all internal and external areas; parking garages and parking lots; and in Georgia State owned and/or leased vehicles. Such use is also prohibited within 25 feet of all Georgia State building entrances and exits. Tobacco products include cigarettes, cigars, pipes, all forms of smokeless tobacco, clove cigarettes and any other smoking devices that use tobacco, such as hookahs, or simulate the use of tobacco such as electronic cigarettes.

The advertising, sale or free sampling of tobacco products on Georgia State property is also prohibited.

Exceptions

University Housing designates limited exterior smoking/tobacco use areas within the grounds of residential facilities.

This Policy does not prohibit the use of tobacco products for educational or research purposes.

Enforcement

Faculty, staff and students share the responsibility to promote a tobacco-free university community and therefore share in the responsibility of enforcement. Individuals observed smoking/using tobacco products are to be reminded in a professional and courteous manner of this Policy.

Georgia State reserves the right to initiate disciplinary procedures against any individual found to be in violation of this Policy in accordance with the Student Code of Conduct or Employee Handbook.

Tobacco Cessation Resources

Tobacco cessation resources are available to assist students, faculty and staff.

Faculty and staff should contact: Faculty and Staff Assistance; (404) 413-3342;
<http://employees.hr.gsu.edu/worklife-balance/faculty-and-staff-assistance/>

Students should contact: Student Health Promotion; (404) 413-577
<http://healthpromotion.gsu.edu/>