

STUDENT SERVICES

Office of Accounting

MB 1220

(432) 552-2706

All payments should be paid at the Office of Accounting, which is located on the 1st^h floor, Room 1220 in the Mesa Building. Normal working hours during semester are:

<i>Monday–Thursday</i>	<i>8:00am – 6:00pm</i>
<i>Friday</i>	<i>8:00am – 5:00pm</i>

MasterCard, Visa and Discover are accepted.

Alumni Association

MB 4230

(432) 552-552-2800

UTPB is providing positive changes for the Permian Basin region's economy and the quality of life for its residents by offering a world class education. The UTPB Alumni Association is proud to support the University in this endeavor. The mission of the UTPB Alumni Association is to promote the interests of UTPB, while encouraging unity and friendship among its alumni. All graduates of the University are encouraged to become members of the UTPB Alumni Association. Membership in the alumni association exhibits pride in the degree received from The University of Texas of the Permian Basin. For information about the UTPB Alumni Association call the Alumni Program Center (Room 4230 Mesa Building) 552-2809 or logon to www.utpb.edu and look for Alumni.

Band – Falcon Flock

MB 4146

(432) 552-4292

FAX number: (432) 552-3280

The Falcon Flock is a pep band formed in 2004. Currently there are about 20 members in the band. They perform on a regular basis for athletic events, commencements, and convocations.

They perform an eclectic assortment of music. The goal is to provide musical entertainment for events, have fun, and advance music on the UTPB campus.

Interested students should contact Dr. Dan Keast by e-mail (keast_d@utpb.edu) or by telephone.

Book Lockers

Office of Student Life

MB 2120
(432) 552-2650

Book lockers are available in the hallways on the second floor. The lockers in the Mesa building hallways may be rented through the Student Life Office in the Student Union.

Bookstore
MB 1140
(432) 552-0220

The Follett Bookstore, located in the courtyard area of the Mesa Building, carries course related textbooks, general books, additional course materials, school supplies, discounted software for UTPB students, and collegiate apparel and gifts. Cold drinks and snack items are also available. Textbooks can be ordered through our efollett website (www.utpb.bkstr.com) for either store pick-up or shipment to the student's home. Clothing and gift items can also be ordered from the website. Graduation regalia is ordered through the Bookstore, as well as graduation announcements. The Registrar's office informs potential graduates of order dates. Refunds for textbooks are allowed for the first 7 days of class in Spring and Fall, and the first 5 days of Summer sessions. Although the Bookstore does buy textbooks daily, scheduled buybacks are held during finals week in Spring and Fall semesters, and twice during the Summer. Visa, MasterCard, Discover, and American Express cards are accepted, and gift cards are available.

Bulletin Boards
Office of Student Life
MB 2120
(432) 552-2650

Items to be posted on the bulletin boards must be approved and stamped by the University Writing Center and the Office of Student Activities. Only items of interest to students are permitted to be posted. Taping signs or posters to doors, walls, and windows is restricted. However, signs may be posted on the metal walls and doors by using magnetic tape. For a complete list of posting guidelines, please stop by the Student Union front desk.

Career Services
PASS Office
MB 1160
(432) 552-2633

Career services offers career guidance to all students and alumni needing assistance with choosing a major, job placement and job preparedness. Career Services can assist students/alumni in obtaining full-time and part-time employment through postings on the University's College Central Network. Students who wish to change majors or who are undecided can use the DISCOVER career exploration system to research majors and occupational pathways. Career Services also offers placement files (small fee) for education majors.

Check Cashing
MB 1220

Students may cash personal checks in the Office of Accounting (limit of \$25.00).

Choir
MB 4146
(432) 552-4292

FAX: (432) 552-3280

The University Choir is the principal choral ensemble for the University, and is open to all students, regardless of choral or vocal experience. The Choir performs a wide variety of repertoire, ranging from the classics of the choral literature, to jazz, to music from the Broadway stage.

The University Choir rehearses twice a week, on Tuesday evenings in the Mesa Building and Thursday mornings in the MUSH Building on South Campus. For more information, please contact Gregory Pysh, Director of Choral Studies, at gpysh@fpcmid.org, or contact the UTPB Music Office.

Copy Machines

Coin-operated copy machines are available in the library. Laser-printer copies of research materials accessed through library-provided technology are available at a modest price. Copies are also available at the Student Union Front Desk.

Counseling Services**University Counseling Center****South Campus – Founders Building 054****(432) 552-2365**

The University Counseling Center, located on South Campus (FB054), offers counseling and referral for students to assist with personal, social, and academic problems. Counseling services are free to students and include individual, family, marital and group counseling. The University Counseling Center also offers testing such as personality, career, and psychological/educational evaluations. The Counseling Center can provide documentation of a disability which includes diagnosis, limitations, and recommendations required for services.

The philosophy of the Counseling Center is to assist students in learning the skills needed to cope with stresses associated with school and/or family. The counseling staff can also provide students with assistance in answering questions about choosing/changing majors, clarifying career goals or planning for graduate school. At the time of the initial assessment, appropriate treatment options will be discussed. Treatment options include individual counseling, family counseling, psychiatric, medical and/or community referrals.

The University Counseling Center is open Monday through Thursday from 12:00 p.m. until 5:00 p.m. Appointments may be made for times convenient to the student, such as weekends, evenings, and mornings. Walk-ins are welcome during the afternoons. Appointments may be scheduled by calling 552-2365. Leave a message if the answering machine is reached. The call will be returned as soon as possible. In an emergency, call 552-2786 and a counselor will be located. For more information visit our website at <http://ss.utpb.edu/university-counseling-center/>.

Falcon Ambassadors**Office of Student Life****MB 2120****(432) 552-2650**

The Falcon Ambassadors serve as representatives of the student body at special functions of the University. Selection into the Falcon Ambassadors is based on the student's demonstration of leadership ability and responsibility through University service. Ambassadors are nominated by

faculty and staff advisors and other student organization leaders. Self nominations are also accepted.

FEES

Fees are assessed to students in addition to tuition. These fees are listed below, along with the purpose of the fees.

- Advising Fee- Provides partial funding for The University Advising Office, which offers academic advising for all students
- Athletics Fee – Provides funding for intercollegiate athletics programs. UTPB participates in NCAA Division II.
- Energy Fee – Provide funding to supplement the cost of energy for the facilities.
- Library Service Fee- Funds an increase in direct services to students including on-line access to academic indexes and electronic library services
- Medical Services Fee- Provides medical services on campus two days a week with a Physician's Assistant. Services also are available through Texas Tech University Health Sciences Center at Tanglewood (4241 N. Tanglewood, Suite 202) facility for students with only a \$10.00 co-pay.
- Student Service Fee- Funds a variety of student services including Program Board, Student Senate, Volunteer Center, *The Sandstorm* & *The Mesa Journal*.
- Student Union Fee- Provides for upkeep and debt retirement on the student union facility. The Student Union is advised by the Student Union Advisory Board, appointed by the Student Senate.
- Technology Fee – Provides funds to support the integration and maintenance of technology.

Other types of fees that may be charged include: Lab/ Supplemental Fees for classes to cover the cost of materials used in class; voluntary fees: such as book locker rental; and incidental fees: such as add/drop fee, new student orientation fee, student teaching fee, and graduation fee.

Financial Aid (OSFA)

MB 1225

(432) 552-2620

A full complement of financial aid and scholarship programs are available for students attending the University. Federal and state grants, as well as institutional scholarships are awarded to students who meet the guidelines of the individual programs to help students meet the financial obligations associated with obtaining an education. The goal of the OSFA is to assist students in completing the various processes required for obtaining financial assistance through the available programs. All students are encouraged to contact the Office of Student Financial Aid for more information regarding the University's financial aid programs.

Food Service

Catering Express

UTPB Cafeteria
(432) 550-6988

On Campus food services are available Monday through Friday.

Gymnasium and Swimming Pool
And Recreation
(432) 552-2336

Students are encouraged to use the gymnasium and swimming pool during open recreation hours, enroll in physical activity classes, and become involved in the many varied Intramural programs in order to improve and maintain their physical well-being. The gymnasium includes full-size basketball courts, volleyball courts, racquetball courts, a weight room, tennis courts, complete locker and shower facilities, and a new swimming pool.

Current students may use the facilities at no additional charge. A current student I.D. card must be presented at the Gym upon entrance. Immediate family members of students, faculty, staff, and alumni may purchase gym swimming pool memberships at reduced costs. Hours of operation are as follows:

Fall and Spring Semesters	
Monday through Friday	7:00 a.m. – 10:00 p.m.
Weekends	1:00 p.m. – 6:00 p.m.
Summer	
Monday through Friday	1:00 p.m. – 7:00 p.m.

Health Insurance
Office of Student Life
MB 2120
(432) 552-2650

Personal health is the responsibility of each individual student. All students are encouraged to carry health and accident insurance. The Office of Student Life has brochures for a complete health insurance policy and also, a reduced-rate local health plan. The University of Texas System Health Insurance is a more comprehensive plan, while the local health plan is less expensive, but covers less.

Some medical services are offered through the medical service fees. See “Medical Services” handout for information on co-pay services for students. The handbook is available at the Student Union or at the Office of the Vice President for Student Services. **In case of emergency, campus security should be contacted immediately at 296-2591 or simply dial 911.**

Housing
Parker Ranch House
(432) 552-2743

Living on campus, students can choose from a variety of housing options. The Falcon’s Nest Apartments offer students a choice of living in a 2-bedroom or 4-bedroom, with each apartment designed to accommodate 4 students. The Falcon’s Court apartments offer students a choice of living in an efficiency or 2-bedroom apartment. The Falcon’s Landing Units (manufactured housing) offer students a choice of an efficiency, 1-bedroom, 2-bedroom, or 3-bedroom unit.

Amenities include basic furniture, kitchen appliances, central heat/air, and each room is internet and cable ready. Rental payments are on an academic year basis and include the furnishings, electricity, cable, internet, and garbage collections, plus 24-hour service provided by Student Housing staff, Physical Plant, and University Police. On-campus Housing is located on South Campus and within walking distance of all classrooms, laboratories, gymnasium, Student Union, and the cafeteria.

For more information or for a tour, contact the Student Housing Office at (432)552-2743.

I.D. Cards

UTPB Police

MB 1200

(432) 552-2786

Student I.D. cards are made at the UTPB Police Department for new students who have paid the \$10.00 student I.D. fee or for returning students who have lost their I.D. and have paid the student I.D. fee for a replacement card. The I.D. is validated with a sticker at the UTPB front desk each semester the student is enrolled.

The student I.D. card is used in the Student Union, PASS Office, Library, Gym, and the Computer Lab. The first time a student checks out material from the Library, a bar code will be placed on the back of the I.D. card. Students who register late may receive their I.D. card by presenting their registration receipt to the Police Department. There is a \$10.00 fee to replace lost or stolen I.D. cards.

Information Center

UTPB Police

MB 1200

(432) 552-2786

The Information Center is combined with the Police Communications Center. Located in the Mesa Building Lobby, the Center is able to assist students who need assistance, directions, or have general questions.

Information Resources

MB 2276

(432) 552-2415

The Information Resources Division (IRD) provides general purpose computing and communications facilities for all currently enrolled students. These facilities include a wide range of modern hardware and software technologies. Facilities are located in the central Computer Lab (MB 2215) and at various locations throughout the campus (Parker Ranch House, PASS Office, and the Library). Technical assistance is also available. Printing facilities ranging from draft quality to publication quality also are available. For additional information, contact the Information Resources Division at 552-2415.

Intercollegiate Athletics

GYM 200

(432) 552-2675

The Intercollegiate Athletic Department administration, coaching staff, and support staff are committed to the success of the student athlete on and off the field of play.

Sport brings a feeling of pride and unity for both the student body and our community so our athletic program is looking for athletes who can be leaders on the court, in the classrooms and for all of West Texas.

This fall will be the department's third year as member of the Heartland Conference and the NCAA at the Division – II level. The change has opened up new opportunities and challenges for UTPB and helps give the program and the school nation-wide publicity and exposure.

Primarily, funding for UTPB athletics comes from the Athletic Fee and outside donations, with additional help coming from the Athletic Booster Club. UTPB currently supports the following sports:

Men's Baseball

Men's Basketball

Women's Basketball

Men's Cross Country

Women's Cross Country

Men's Soccer

Women's Volleyball

Women's Fast Pitch Softball

Men's Swimming

Women's Swimming

Incoming freshmen must meet two (2) of the following three (3) criteria:

- ***Graduate in the top ½ of their class.***
- ***ACT score of 18 or SAT score of 860.***
- ***High School GPA of at least a 2.0 on a 4-point scale.***

Second semester freshmen must meet the above criteria and must have passed at least nine (9) hours on their first semester of college. Returning and transfer students must pass a minimum of 24 hours in their two semesters of college work. This can include up to six summer school hours earned. Students may participate only if they are in the first through tenth semester of college work. A student may only play four seasons in any given sport. Academic scholarships and other sources of financial aid are available to student athletes.

Admission is free to all home athletic events for students only. Students, faculty and staff are encouraged to support the Falcons. Home events take place in the following facilities:

Baseball:	Jan and Ted Roden Baseball Field near the pond
Basketball:	Gymnasium, aka The Falcon Dome
Soccer:	Game Field behind the Duck Pond
Softball:	UTPB Softball Complex in UTPB Park
Swimming:	Pool outside of Gymnasium
Volleyball:	Gymnasium, aka The Falcon Dome

Intramurals

Recreation - Gym

Intramural activities are publicized on the Intramural Bulletin Board, located in the lower level of the Gymnasium, as well as the Mesa Journal and posters throughout campus. Activities vary from semester to semester, but usually include: flag football, volleyball, basketball, golf, tennis, Wally ball, racquetball, and ping-pong. Student input is encouraged.

John Ben Shepperd Public Leadership Institute

MB 4240

(432) 552-2850

The mission of the John Ben Shepperd Public Leadership Institute is to provide young Texans an education for and about leadership, ethics, and public service. The goal of the Institute is to develop a well-rounded leadership program to improve young Texans' personal leadership skills, develop their sense of community responsibility, and educate them on the importance of ethics and public service. Public service and coming together to solve community concerns is a uniquely American and Texas characteristic. The challenge is how best to prepare young Texans to accept leadership responsibility and lead the State in the 21st century. To meet this challenge the Institute offers: Academic Degree Programs, Distinguished Lecture Series, Specialized Seminars, Student Leadership Forums, Student Leadership Summer Camp, Annual Statewide Forum, the "Outstanding Local Leader" or "Outstanding Texas Leader" Awards, and the *John Ben Shepperd Journal of Practical Leadership*.

Lost and Found**UTPB Police****MB 1200****(432) 552-2786**

Lost and found items should be turned in to and retrieved from Police Communications Center located in the Mesa Building Lobby.

Mail Services**MB 1100****(432) 552-3350**

Students may send U.S. mail through Mail Services on first floor Mesa Building, near the Police Information Office. Books of stamps may be purchased at the UTPB Bookstore. Letters and other items can be weighed by the mail room personnel. Personal packages weighing 13 oz. or more need to be taken to the Post Office.

Students living on campus housing may receive their mail in individual post office boxes at no cost. Proper identification is required in order for students to pick-up packages that do not fit in their box, and at the mail room. The mail is not placed in the post office boxes on Saturday or Sunday. Window hours are 9:00 am – 12:00pm and 2:00pm – 5:00pm Monday through Friday.

Mascot – Falcon**Office of Student Life****MB 2120****(432) 552-2650**

UTPB has a Falcon Mascot costume. Requests for the Falcon to make public appearances should be directed to the Office of Student Life at 432-552-2650. Mascot public appearances are subject to student mascot availability and should be requested as far in advance as possible.

Notary Public President's Office**MB 4218****(432) 552-2102**

As a service to students, a notary public is available for students needing to get documents notarized. The Assistant to the President serves as a notary and should be contacted for service.

Orientation Leaders Association**Office of Student Life****MB 2120****(432) 552-2650**

The Orientation Leaders Association (hOLA) plans, organizes, and hosts Orientation for new students, and maintains contact with new students after Orientation. Selection into hOLA is based on student interest and recommendations from current hOLA members, faculty, and staff. This student organization works closely with the Office of Student Life, Admissions, and the University faculty. For more information contact Rolando Diaz at 552-2652.

Parking
UTPB Police
MB 1200

Parking permits are available at registration and after registration through the Police Communications Center. Parking permits are color-coordinated for specific parking lots. Depending on availability and where you are most likely to park, you may purchase a permit for that specific lot. It will be necessary to display the parking permit that is issued to you while parked on campus. Failure to display the permit or displaying the wrong colored permit for the lot you are parked in may result in the issuance of a parking citation. Designated parking for those with disabilities is available in every lot. If a student loses a permit, a replacement may be obtained from the Police Communications Center, after a replacement fee has been paid in Accounting.

Police Administration
MB 1103

(432) 552-2780

The University Police Department provides campus security twenty-four hours a day and should be contacted by students who wish to report criminal activity or any unusual or strange occurrences, including accidents on campus. The University Police Department officers are fully certified police officers. These officers have the authority to issue court appearance citations, as well as initiate arrests.

Students who need to use jumper cables to start their car may contact the University Police for assistance. The Police Department can be contacted by phone or in person at the University Police Communications Center, located in the Mesa Building Lobby. Those students who have locked their keys inside their vehicle will have to contact a local locksmith.

Program Board
Office of Student Life
MB 2112

(432) 552-2658

The Program Board plans, promotes, implements, and evaluates extracurricular events for the student body. Student organizations are encouraged to plan activities, in addition to those planned by Program Board. Students involved in planning student activities learn organization, delegation, budgeting, and many other skills beneficial in the working world

Registrar and Academic Records
MB 1231

(432) 552-2635

Questions concerning a student's U.T. Permian Basin academic record, TASP status, adding or dropping courses, change of name, change of address, change of residency, classrooms, registration, graduation, honors, 30 plus hour rule, academic probation or dismissal, and withdrawal from The University should be referred to the Office of the Registrar.

School Colors

Burnt Orange and White (Black is often used for trim or definition)

Student Activities
Office of Student Life
MB 2101

(432) 552-2650

A well-rounded college experience includes interactions outside of the classroom. The Office of Student Life provides services and programs that enhance co-curricular involvement. Services and programs include: leadership development opportunities, advisement for student organizations, student organizations support and integration of students into the campus community.

Student Organizations
Office of Student Life
MB 2101

(432) 552-2650

All students are urged to become involved in student organizations. Most of the organizations that currently are active are built around a discipline of study. This does not have to be the case as a student organization may be founded on interests outside the classroom.

The following rules should be abided by when establishing and maintaining a student organization. The University of Texas System Board of Regents' *Rules and Regulations*, Rule 50202 (<http://utsystem.edu/bor/rules.htm>).

1. All members of the organization must be a member of the University's student body, faculty, or staff.
2. Each student organization must have at least one faculty advisor.
3. The student organization shall not act as an agent of the school. It shall not use the name or seal of the University or The System in any of its activities.
4. The organization must register with the Office of Student Life in order to be recognized as a student organization.
5. A minimum of ten (10) members is required.

A guide for student organizations is available in the Office of Student Life and includes the information necessary for filing to be recognized as a registered student organization. A full page ad listing the contact person or persons for each active student organization will be published in *The Mesa Journal* newspaper.

Student Publications
MB 2138
(432) 552-2659

The Mesa Journal, the student newspaper, provides news and information for the University community. Students are responsible for writing the articles, paste-up, ad sales, and distribution of the bi-monthly newspaper. *The Mesa Journal* Office is located in the Mesa Building, Room 2138.

The Sandstorm, an annual magazine publication, is a collection of poems, short stories, and essays submitted by students and selected by a panel for publication. The magazine also prints photographs of student art that includes painting, sculpture, pottery, and photography. *The Sandstorm* is a student publication with its editor and staff selected from the student body.

Student Senate

MB 2114

(432) 552-2655

The Student Senate serves as the liaison between the students and the administration of the University. The recommendations of the Student Senate are channeled through the offices of the Director of Student Life, the Vice-President for Student Services, the President, the appropriate Executive Vice Chancellor, and the Chancellor. Student Senate officers are elected by the student body in the spring prior to the academic year in which they will serve.

The student body elects the class senators at the beginning of each fall semester. The Student Senate Office is located with the Program Board and Student Life Office in the Student Union. All students are welcome to leave messages or just stop by and chat with your elected student representatives at the Student Senate Office.

Student Union

MB 2101

(432) 552-2650

The Student Union is the community center for students, faculty, and staff. Come for coffee, entertainment, games, meetings, or studying in the 'quiet room'. There is one large television room for large group viewing and one smaller T.V. room for smaller groups and individuals to rest, play video games, catch up on the latest. There are also meeting rooms, a club work room, and facilities for large group meetings, concerts, dances, formal dinners, and other events.

Students with Disability Services

PASS Office

MB 1160

(432) 552-2630

Students must apply for disability services through the PASS Office at least one month before services are needed. Students must provide documentation of a disability in the form of a letter from a licensed professional that includes diagnosis, limitations, and accommodations required. ADA defines an individual with a disability as any person (1) who has a physical or mental impairment which substantially limits one or more major life activities, or (2) who has a record of such impairment, or (3) is regarded as having such impairment. The Counseling Center provides testing for learning disabilities.



**Assembly,
Expression and
Freedom of Speech**

ASSEMBLY, EXPRESSION, AND FREEDOM OF SPEECH

Governing Principles

- a. The freedoms of speech, expression, and assembly are fundamental rights of all persons and are central to the mission of the University. Students, faculty, and staff have the right to assemble, to speak, and to attempt to attract the attention of others, and corresponding rights to hear the speech of others when they choose to listen, and to ignore the speech of others when they choose not to listen.
- b. Students, faculty, and staff are free to express their views, individually or in organized groups, orally or in writing or by other symbols, on any topic, in all parts of the campus, subject only to rules necessary to preserve the equal rights of others and the other functions of the University. Teaching, research, and other official functions of the University shall have priority in allocating the use of space on campus.
- c. The University shall not discriminate on the basis of the political, religious, philosophical, ideological, or academic viewpoint expressed by any person, either in the enforcement and administration of these rules or otherwise.

Scope of These Policies and Related Provisions

- a. These policies protect and regulate speech, expression, and assembly of students, faculty, and staff that is not part of the teaching, research, or other official functions of the University, not otherwise sponsored by the University or any academic or administrative unit, and not submitted for academic credit.
- b. These policies also regulate certain speech that is part of the teaching, research, or other official functions of the University:
 1. The section on harassment applies to all speech on campus.
 2. This entire chapter applies to speech by academic and administrative units, and speech that is submitted for academic credit, in outdoor locations on the campus. Physical Plant administers and schedules outdoor signs, tables, exhibits, public assemblies, and amplified sound, even for faculty, staff, and administrative and academic units, because scheduling through a single office is necessary to avoid conflicts.
- c. Any program or event sponsored by an academic or administrative unit of the University shall have priority in the use of space and facilities over any speech, expression, and assembly that is not sponsored by an academic or administrative unit, except that programs or events sponsored by an academic or administrative unit shall not have priority in the use of weekday amplified sound areas. This does not limit other existing authority of University officials to authorize programs and events sponsored by an academic or administrative unit.

- d. Additional rules concerning free speech and academic freedom of faculty are found in the Regents' *Rules and Regulations*, Rule 40501, Section 1 (<http://utsystem.edu/bor/rules.htm>).
- e. Underlying rules concerning free speech of students are found in the Regents' *Rules and Regulations*, Rule 40501, Section 1 (<http://utsystem.edu/bor/rules.htm>). This chapter implements those provisions and applies them to the UTPB campus.
- f. Rules restricting access to the campus and restricting speech on the campus by persons who are not students, faculty, or staff are found in the Regents' *Rules and Regulations*, Rule 40501, Section 1 (<http://utsystem.edu/bor/rules.htm>).
- g. Rules protecting and regulating speech on University computer networks are promulgated by Information Resources Division, and are currently found in IRD Policies, Responsible Use of Information Technology.
- h. Rules requiring University employees to make clear that controversial statements are in their personal capacity are found in the Regents' *Rules and Regulations*, Rule 40501, Section 1 (<http://utsystem.edu/bor/rules.htm>). Rules restricting use of University equipment, supplies, services, and working hours for political activities are found in the Regents' *Rules and Regulations*, Rule 40501, Section 1 (<http://utsystem.edu/bor/rules.htm>).

General Definitions--Categories of Speakers

As used here,

1. "Academic or administrative unit" means any office or department of the University.
2. "Faculty member and staff member" includes any person who is employed by the University.
3. "Off-campus person or organization" means any person, organization, or business that is not an academic or administrative unit, a registered student, faculty, or staff organization, or a student, faculty member, or staff member.
4. "University person or organization" includes academic and administrative units, registered student, faculty, and staff organizations, and individual students, faculty members, and staff members. This phrase describes the most inclusive category of potential speakers on campus; all persons and organizations of any kind are either an "off-campus person or organization" or a "University person or organization."
5. "Registered student, faculty, or staff organization" includes a registered student organization under chapter 6, a faculty or staff organization under the Regents' *Rules and Regulations*, Rule 50202, Section 1 (<http://utsystem.edu/bor/rules.htm>), and Student Senate and any unit or subdivision thereof;
6. "Student" means a person who is currently enrolled in residence at the University, or who is accepted for admission or readmission to the University, or who has been enrolled at the University in a prior semester or summer session and is eligible to continue enrollment in the semester or summer session that immediately follows, or who is attending an educational program sponsored by the University while that person is on campus.

Other General Definitions

- a. "Amplified sound" means sound whose volume is increased by any electric, electronic, mechanical, or motor-powered means. Shouting and group chanting are not amplified sound and are not subject to the special rules on amplified sound, but are subject to general rules on disruption.
- b. "Office of Student Life" means the Director of the Office of Student Life or any delegate or representative of the Office of Student Life.
- c. "Mesa Courtyard" means the area bounded on two sides by the Mesa Building and on the third side by the Mesa Deck.
- d. "Room or space" includes any room or space, indoors or outdoors, owned or controlled by the University.
- e. "University" means The University of Texas of the Permian Basin.
- f. "Weekday" means Monday through Friday except for official University holidays; "day" means calendar day.

Prohibited Expression

Obscenity

No person or organization shall distribute or display on the campus any writing or visual image, or engage in any public performance, that is obscene. A writing, image, or performance is "obscene" if it is obscene as defined in Texas Penal Code, Section 21.08 or successor provisions, and is within the constitutional definition of obscenity as set forth in decisions of the United States Supreme Court.

Defamation

- a. No person shall make, distribute, or display on the campus any statement that unlawfully defames any other person.
- b. A statement unlawfully defames another person if it is false, if the false portion of the statement injures the reputation of the other person, and if the speaker has the constitutionally required state of mind as set forth in decisions of the United States Supreme Court.

Incitement to Imminent Violations of Law

No person shall make, distribute, or display on the campus any statements directed to inciting or producing imminent violations of law under circumstances such that the statements are likely to actually and imminently incite or produce violations of law.

Solicitation

- a.
 1. No person shall make, distribute, or display on the campus any statement that offers or advertises any product or service for sale or lease, or requests any gift or

contribution, except as authorized by the Regents' *Rules and Regulations*, Rule 80103, Section 1 (<http://utsystem.edu/bor/rules.htm>).

2. Words or symbols on personal apparel, or on decals or bumper stickers affixed to a vehicle by an owner of that vehicle, are not solicitation within this definition.
 3. Unadorned acknowledgments or thanks to donors are not solicitation within this definition.
- b.
1. A registered student, faculty, or staff organization may advertise or sell merchandise, publications, food, or nonalcoholic beverages, or request contributions, for the benefit of the organization, for the benefit of another registered student, faculty, or staff organization, or for the benefit of an organization that is tax-exempt under Section 501(c)(3) of the Internal Revenue Code. No organization may sell items obtained on consignment. No organization may request contributions for an off-campus tax-exempt organization for more than fourteen days in any fiscal year.
 2. Registered student, faculty, and staff organizations, and academic and administrative units, may sell, distribute, or display literature that contains advertising. Individual students, faculty members, and staff members may distribute or display such literature, but may not sell it.
 3. Individual students, faculty members, and staff members may post advertisements for roommates, subleases, and sales of used goods that the seller has personally owned and used, but only on a bulletin board designated for that purpose by an academic or administrative unit in space that the unit occupies or controls.
 4. A resident of a University residence hall or apartment building may occasionally invite one or more salespersons to come to the resident's room or apartment, and in that room or apartment, the salesperson may offer products or services for sale to other residents of that residence hall or apartment building.
 5. A registered student, faculty, or staff organization may collect admission fees for programs scheduled in advance; provided, that neither University persons nor organizations may collect admissions fees for the exhibition of movies on the campus.
 6. A registered student, faculty, or staff organization may collect membership fees or dues at meetings of the organization scheduled in advance.
 7. A registered student, faculty, or staff organization may sell charitable raffle tickets on behalf of an organization that is authorized to conduct a charitable raffle under the Texas Charitable Raffle Enabling Act, Texas Occupations Code, Chapter 2002, or successor provisions.
- c. A registered student organization that receives funds from solicitations under this section shall deposit and account for such funds.
- d. More detailed regulation of solicitation appears in the Regents' *Rules and Regulations*, Rule 80103, Section 1 (<http://utsystem.edu/bor/rules.htm>). The provisions most relevant to students, faculty, and staff have been incorporated here.

General Rules on Means of Expression

Disruption

- a. Except as expressly authorized by an authorized University official responsible for a program or event sponsored by an academic or administrative unit, no speech, expression, or assembly may be conducted in a way that disrupts or interferes with any
 1. teaching, research, administration, or other authorized activities on the campus;
 2. free and unimpeded flow of pedestrian and vehicular traffic on the campus; or
 3. signs, tables, exhibits, public assemblies, distribution of literature, guest speakers, or use of amplified sound by another person or organization acting under the rules in this chapter.
- b.
 1. The term "disruption" and its variants, as used in this rule, are distinct from and broader than the phrase "disruptive activities," as used in the Regents' *Rules and Regulations*, Rule 50101, Section 1 (<http://utsystem.edu/bor/rules.htm>). This rule is concerned not only with deliberate disruption, but also with scheduling and coordination of events to manage or minimize the inevitable conflicts between legitimate events conducted in close proximity.
 2. Except in the most extreme cases, interference and disruption are unavoidably contextual. Intentional physical interference with other persons is nearly always disruptive in any context. Interfering with traffic depends on the relation between the volume of traffic and the size of the passageway left open. Disruptive noise is the most contextual of all, because it depends on the activity disrupted. Any distracting sound may disrupt a memorial service. Any sound sufficiently loud or persistent to make concentration difficult may disrupt a class or library. Occasional heckling in the speaker's pauses may not disrupt a political speech, but persistent heckling that prevents listeners from hearing the speaker does disrupt a political speech. These illustrations may be helpful, but none of them includes enough context to be taken as a rule. We cannot escape relying on the judgment and fairness of University authorities in particular cases. In this context where difficult enforcement judgments are unavoidable, it is especially important to remind administrators and law enforcement officials that their judgments should not be influenced by the viewpoint of those claiming disruption or of those allegedly disrupting.
- c. Potentially disruptive events can often proceed without disruption if participants, administrators, and law enforcement officials cooperate to avoid disruption without stopping the event. In cases of marginal or unintentional disruption, administrators and law enforcement officials should clearly state what they consider disruptive and seek voluntary compliance before stopping the event or resorting to disciplinary charges or arrest.

Damage to Property

- a. No speech, expression, or assembly may be conducted in a way that damages or defaces property of the University or of any person who has not authorized the speaker to damage or deface his or her property.

- b. No person may damage, deface, or interfere with any sign, table, or exhibit posted or displayed by another person or organization acting under the rules in this chapter.

Coercing Attention

- a. No person may attempt to coerce, intimidate, or badger any other person into viewing, listening to, or accepting a copy of any communication.
- b. No person may persist in requesting or demanding the attention of any other person after that other person has attempted to walk away or has clearly refused to attend to the speaker's communication.

Co-sponsorship

- a. Neither registered student, faculty, or staff organizations, nor individual students, faculty, or staff, may cosponsor any event on campus with an off-campus person or organization. Only academic or administrative units with authority delegated from the president of the University may cosponsor events with an off-campus person or organization.
- b. An event is a prohibited co-sponsorship if an individual or a student, faculty, or staff organization
 - 1. Depends on an off-campus person or organization for planning, staffing, or management of the event; or
 - 2. Advertises the event as cosponsored by an off-campus person or organization; or
 - 3. Operates the event as agent of, or for the benefit of, an off-campus person or organization, except for solicitation of charitable contributions; or
 - 4. Distributes any proceeds of the event to an off-campus person or organization, except for
 - A. the proceeds of charitable contributions; or
 - B. payment of a fair market price for goods or services provided to the University person or organization; or
 - 5. Reserves a room or space for the use of an off-campus person or organization; or
 - 6. Engages in any other behavior that persuades the Office of Student Life that an off-campus person or organization is in fact responsible for the event, in full or in substantial part.
- c. The following facts do not, in and of themselves, indicate a prohibited co-sponsorship:
 - 1. That a University person or organization endorses an off-campus person or organization or its message;
 - 2. That a University person or organization sells, distributes, or displays literature prepared by an off-campus person or organization or containing contact information for an off-campus person or organization;
 - 3. That a University person or organization has purchased goods or services from an off-campus provider;
 - 4. That a registered student, faculty, or staff organization has invited a guest speaker;
 - 5. That a registered student, faculty, or staff organization has received financial contributions to support the event from an off-campus donor.
- d. The purpose of this rule is to preserve the limited space on campus for the use of students, faculty, and staff, and the rule shall be interpreted to serve that purpose. It is not

the purpose of this rule to prevent students, faculty, or staff from exercising their right to associate with other persons or organizations holding views similar to their own.

Other Rules with Incidental Effects on Speech

- a. Other generally applicable or narrowly localized rules, written and unwritten, incidentally limit the time, place, and manner of speech, but are too numerous to compile or cross-reference here. For example, libraries typically have highly restrictive rules concerning noise; laboratories and rooms containing the electrical and mechanical infrastructure of the University typically have safety rules and rules excluding persons without specific business there; fire and safety codes prohibit the obstruction of exits and limit the constriction of hallways. Speech within classrooms is generally confined to the subject matter of the class; the right to attend a class at all is subject to registration and payment of tuition; individual professors may have rules of decorum in their classroom. These kinds of rules limit the right of students, faculty, and staff to enter and speak in the places to which these rules apply.
- b. Reasonable and nondiscriminatory rules of this kind generally control over the rights of free speech guaranteed in this chapter. But even these kinds of rules are subject to the constitutional right of free speech. Such rules must be viewpoint neutral. Such rules cannot regulate speech more restrictively than they regulate other activities that cause the problems to be avoided by the rule. Such rules should not restrict speech more than is reasonably necessary to serve their purpose. Such rules cannot ban unobtrusive forms of communication with no potential for disruption even in the specialized environment subject to the localized rule. Thus, for example, means of silent expression or protest confined to the speaker's immediate person, such as armbands, buttons, and t-shirts, are nearly always protected because they are rarely disruptive in any environment.

Distribution of Literature

General Rule on Distribution of Literature

- a. Registered student, faculty, and staff organizations, and academic and administrative units, may sell, distribute, or display literature on campus, subject to the rules in this subchapter. Individual students, faculty members, and staff members may distribute or display literature but may not sell it. In either case, advanced permission is required.
- b. "Literature" means any printed material, including any newspaper, magazine, or other publication, and any leaflet, flyer, or other informal matter, that is produced in multiple copies for distribution to potential readers.

Not-for-Profit Literature Only

- a. Except as expressly authorized by the Regents' *Rules and Regulations*, Rule 80103, Section 2.19 or by contract with the University, no person or organization may sell, distribute, or display on campus any publication operated for profit. A registered student, faculty, or staff organization may sell publications operated for profit as part of a fundraiser.

- b. A publication is operated for profit if any part of the net earnings of the publication, or of its distribution, inures to the benefit of any private shareholder or individual.

Limits on Advertising

Literature distributed on campus may contain the following advertising:

1. advertising for a registered student, faculty, or staff organization, or an academic or administrative unit;
2. advertising for an organization that is tax exempt under Section 501(c)(3) of the Internal Revenue Code;
3. paid advertising in a publication primarily devoted to promoting the views of a not-for-profit organization or to other bona fide editorial content distinct from the paid advertising; and
4. other advertising expressly authorized by the Regents' *Rules and Regulations*, Rule 80103 or by contract with the University.

All other advertising in literature distributed on campus is prohibited.

Identification

All literature distributed on campus must identify the University person or organization responsible for its distribution.

Clean Up of Abandoned Literature

Any person or organization distributing literature on campus shall pick up all copies dropped on the ground in the area where the literature was distributed.

Signs and Banners

General Rule on Signs

- a. "Sign" means any method of displaying a visual message to others, except that transferring possession of a copy of the message is distribution of literature and not a sign.
- b. Subject to the rules in this subchapter, a University person or organization may display a sign by holding or carrying it, by displaying it at a table, or by posting it on a kiosk, bulletin board, or other designated location. Signs may not be posted in any other location.

Hand-Held Signs

- a. Students, faculty, and staff may display a sign on campus by holding or carrying it by hand or otherwise attaching it to their person. No advance permission is required.

- b. Any person holding or carrying a sign shall exercise due care to avoid bumping, hitting, or injuring any other person.
- c. Any person holding or carrying a sign at a speech, performance, or other event shall exercise due care to avoid blocking the view of any other person observing the speech, performance, or event. Depending on the venue, this may mean that signs may be displayed only around the perimeter of a room or an audience.
- d. A law enforcement officer or the Office of Student Life, or an usher or other University employee if authorized by officials responsible for managing the venue, may warn any person that his or her sign is being handled in violation of paragraphs (b) or (c). If the violation persists after a clear warning, the law enforcement officer, dean, authorized usher, or other authorized employee may confiscate the sign.

Signs on Kiosk in Front of First Floor Elevator – Mesa Building

- a. There is one kiosk in front of the elevators on the first floor of the Mesa Building designed for the posting of signs.
- b. University persons and organizations may post signs on this kiosk. No advance permission is required. Individuals may not post on kiosk any sign advertising goods or services for sale.
- c. No sign posted on kiosk may be larger than 11 inches by 17 inches.
- d. Each sign posted on kiosk must identify the University person or organization that posted the sign, and must state the date the sign was posted or the date of the event being advertised. No sign advertising an event may be posted on kiosk more than fourteen days before the date of the event.
- e. The person or organization that posts a sign on kiosk must remove that sign not later than fourteen days after it was posted, or twenty-four hours after the event it advertised, whichever is earlier.
- f. No sign may be posted on kiosk on top of another properly posted sign.
- g. No person or organization may post more than two signs on kiosk at the same time.
- h. The Office of Student Life may remove any sign that violates any of the rules in this section.

Banners

- a. "Banner" means a sign hung from a structure, or between two buildings, structures, or poles.
- b.
 - 1. The Office of Student Life shall designate places where banners may be hung in outdoor locations not occupied or controlled by any other academic or administrative unit.
 - 2. Other academic and administrative units may designate one or more places where banners may be hung in indoor or outdoor locations that the unit occupies or controls.
- c.

1. Academic and administrative units and registered student, faculty, and staff organizations may hang banners in locations designated under paragraph (b). Individuals may not hang banners.
 2. Advance permission is required from the unit administering the location, and usually, advance reservations are required. Academic and administrative units advertising official University events or programs may be given priority. In locations administered by academic or administrative units other than the Office of Student Life, organizations affiliated with the unit administering the location may be given priority.
- d.
1. In locations administered by the Office of Student Life, each banner may be hung for one week. The banner may be renewed from week to week if space is available.
 2. Other units administering a location for banners may limit the time each banner may hang. Any such time limit shall be applied without discrimination to all organizations, except that academic and administrative units may be given preference.
- e. The unit administering a banner location may require that the physical work of hanging the banners be performed only by employees of Physical Plant or other appropriate University personnel.

A-Frames

- a. "A-frame" means a movable and self-supporting sign board designed to stand on the ground.
- b. A-frames are subject to the rules on exhibits in this section.

Signs in Other Designated Locations (Including Departmental Bulletin Boards)

- a. Each academic or administrative unit of the University may authorize the posting of signs in spaces that unit occupies and controls. Such authorization may be granted by general rule, by stamping or initialing individual signs, or by long-standing tradition.
- b. Signs in spaces occupied by academic or administrative units may be
 1. confined to bulletin boards or other designated locations;
 2. subjected to viewpoint-neutral rules limiting the size of signs, limiting how long they may be posted, requiring each sign to show the date it was posted and the name of the person or organization who posted it, and similar rules designed to facilitate fair and equal opportunities to post signs;
 3. confined to official statements or business of the unit, or to certain subject matters of interest within the unit, or to signs posted by persons or organizations affiliated with the unit.
- c. Each academic or administrative unit shall post on or near each bulletin board or other designated location that it administers
 1. either the rules applicable to that bulletin board or location, or a particular office or Web site where the rules applicable to that bulletin board or location may conveniently be found; and

2. if a stamp or initials are required on signs before they are posted on that bulletin board or location, the name and office location of the person whose stamp or initials are required.

This notice shall be posted in the upper left corner of each bulletin board or other designated location for posting signs, or conspicuously in another nearby location. If no such notice is posted, then the only applicable rules are those contained in this section.

- d. Within the scope of the subject matters permitted on a particular bulletin board or other designated location, no academic or administrative unit shall discriminate on the basis of the political, religious, philosophical, ideological, or academic viewpoint expressed on a sign.
- e. This section does not apply to any enclosed bulletin board or display case that is accessible only to authorized personnel for official University business.

Tables

General Rule on Tables

University persons or organizations may set up tables from which to display literature and disseminate information and opinions, subject to the rules in this subchapter. No advance permission is required.

Locations

- a. Subject to the restrictions in paragraph (b) and subject to the rules on disruption of other functions and interference with vehicular and pedestrian traffic, University persons and organizations may set up tables in any outdoor location on the campus and in any large, open, indoor location.
- b.
 1. Tables may not be set up inside any library, classroom, laboratory, performance hall, stadium, or office, or in any hallway less than ten feet wide, without permission from the academic or administrative unit that controls the space, or from the faculty member or staff member who controls the space at a particular time.
 2. Academic or administrative unit may further specify these rules by restricting tables to reasonable locations in spaces occupied by that unit. Academic and administrative units are encouraged to clearly state any such rules in writing, and to publish those rules on a Web site or on a flyer or pamphlet conveniently available at the chief administrative office of the unit.
- c. If any table is set up in a prohibited or disruptive location, any University employee pointing out the violation shall also point out other locations, as nearby as is reasonably possible, where the table is permitted.

Identification

Each table must have a sign or literature that identifies the University person or organization sponsoring the table.

Cleanup around Tables

Any person or organization sponsoring a table shall remove litter from the area around the table at the end of each day.

Sources of Tables

Persons and organizations may supply their own tables. In addition, the Office of Student Life maintains a supply of tables that may be reserved and checked out for use on campus. The Office of Student Life shall maintain, on a Web site or on a flyer or pamphlet conveniently available at the Student Union Front Desk, a current description of the rules and procedures for reserving and checking out tables.

Exhibits and A-Frames

General Rule on Exhibits

- a. "Exhibit" means an object or collection of related objects, designed to stand on the ground or on a raised surface, which is not a table, is designed for temporary display, and is not permanently attached to the ground. An A-frame sign is an exhibit.
- b. University persons and organizations may erect exhibits, subject to the rules in this subchapter. Advance permission is required from the Office of Student Life, except that an academic unit may authorize indoor exhibits in a space that it occupies and controls.

Criteria for Approval

- a. The Office of Student Life shall authorize an exhibit described in the previous section unless the director finds that use of the proposed space for the proposed exhibit must be disapproved.
- b. The Director of Student Life shall specify the location of each exhibit to reduce the hazard to pedestrians.
- c. The Director of Student Life shall advise each applicant how to correct, if possible, any conditions that preclude approval of his or her application. Even if an applicant is entitled to have its application approved as submitted, the Director of Student Life may give advice about other possible locations, or about modifications to the exhibit, that would avoid potential problems or make the proposed exhibit more workable.

Time Limits

- a. In locations administered by the Office of Student Life, each exhibit may be displayed for fourteen days. The exhibit may be renewed for an additional fourteen days if space is available.
- b. The exhibit must be removed at the end of each day and may be re-erected each morning. However, the vice president for student affairs or the Office of Student Life may authorize overnight exhibits in designated locations. Overnight exhibit locations shall be listed on a Web site, or on a flyer or pamphlet conveniently available in the Student Union Front Desk.

Clean Up Around Exhibits

Any person or organization sponsoring an exhibit shall remove litter from the area around the exhibit at the end of each day.

Liability

Any person or organization sponsoring an exhibit assumes full responsibility for the exhibit, including all injuries or hazards that may arise from the exhibit. The University shall not be liable for any damage that may occur to the exhibit, and any person or organization sponsoring the exhibit shall indemnify the University for any claims arising from the exhibit's presence on campus.

Amplified Sound

General Rule on Amplified Sound

University persons and organizations may use amplified sound on campus at designated times and locations, subject to the rules in this subchapter. Advance permission is required. This subchapter creates limited exceptions to the general rule on disruption.

Location and Times of Weekday Amplified Sound Areas

- a.
 1. The Mesa Courtyard Amplified Sound Area is the outdoor center of the Mesa Building.
 2. University persons and organizations may use amplified sound in this area from 11:30 a.m. to 1:30 p.m. Monday through Friday.
- b.
 1. The Vice President for Student Services may designate additional areas for weekday use of amplified sound.

Regulation and Scheduling of Weekday Amplified Sound

- a. The Office of Student Life may prescribe rules concerning scheduling, sound levels, the location of speakers and direction in which they are pointed, and other rules to facilitate the use of weekday amplified sound areas, to mediate any conflict with University functions and other nearby activities, and to manage environmental impact. All such rules shall be reasonable and nondiscriminatory.
- b.
 1. Persons or organizations wishing to use a weekday amplified sound area must reserve a particular area at a particular time. Reservations must be made with the Office of Student Life on a form prescribed by the Director. The Office of Student Life shall approve a properly completed application to reserve an amplified sound area, unless the application must be disapproved under rules promulgated by the Director of Student Life under the authority of this section.
 2. The Director of Student Life may limit the number or frequency of reservations for each person or organization to ensure reasonable access for all persons and organizations desiring to use amplified sound on weekdays.
 3. In the Mesa Courtyard Amplified Sound Area, the Director of Student Life shall reserve some time slots each week for emergency reservations by persons or organizations responding to events that have occurred, or issues that have arisen, since the preceding week.
- c. Amplified sound in the Mesa Courtyard Amplified Sound Areas is in fact disruptive of teaching, administration. The disruption inherent in this use of amplified sound is expressly authorized, but no other disruption is authorized. Disruption is permitted to this extent because otherwise, it would be necessary to ban all use of amplified sound in and near the center of campus during working hours. The hours are limited because otherwise, work in these important buildings would be continuously disrupted.
- d. Between 8:00 a.m. and 5:00 p.m. Monday through Friday, all persons and organizations must use sound equipment owned or controlled by the University.
- e. Persons and organizations using amplified sound are responsible for maintaining a passageway for pedestrians that is adequate to the volume of pedestrian traffic passing through the area.
- f. Any designations of additional areas, any additional rules regulating the designated areas, and the rules and procedures for reserving the right to use a designated area, shall be clearly stated on a Web site or on a flyer or pamphlet conveniently available at the dean of student's office.

Amplified Sound on Evenings and Weekends

- a. With advance permission, University persons and organizations may use amplified sound in any outdoor location on campus after 5:00 p.m. Monday through Friday, and after 8:00 a.m. Saturday and Sunday, except for the early morning hours excluded in paragraph (b).
- b. If amplified sound is authorized for an event on a Sunday, Monday, Tuesday, Wednesday, or Thursday evening, the sound must be turned off by 1:00 a.m. on the following day. If amplified sound is authorized for an event on a Friday or Saturday evening, the sound must be turned off by 2:00 a.m. on the following day.

- c. On evenings and weekends, speakers may provide their own sound equipment. Some sound equipment may be borrowed, and other sound equipment may be rented for a nominal fee, from the Office of Student Life.
- d. The Office of Student Life may prescribe reasonable and nondiscriminatory rules concerning scheduling, sound levels, the location of speakers and direction in which they are pointed, and other rules to facilitate the use of amplified sound on evenings and weekends, to mediate any conflict with University functions and other nearby activities, and to manage environmental impact.
- e. Use of amplified sound on evenings and weekends requires advance permission from the Office of Student Life. Persons and organizations shall apply on a form prescribed by the Director of Student Life. The Director of Student Life shall authorize amplified sound as described in a completed application unless the Director of Student Life finds that the application must be disapproved under rules promulgated by the Director of Student Life under the authority of this section. The Director of Student Life shall advise each applicant how to correct, if possible, any conditions that preclude approval of its application. Even if an applicant is entitled to have its application approved as submitted, the Director of Student Life may give advice about other possible locations, or about modifications to the proposed event, that would avoid potential problems or make the proposed event more workable. It should also be noted that use of amplified sound on evenings and weekends may be subject to applicable city ordinances.

Amplified Sound Indoors

Amplified sound sufficient to be heard throughout the room may be used in any room in any building, but the Office of Student Life may limit or prohibit sound that would be disruptive outside the room. Reservations may be required.

Public Assemblies without Amplified Sound

General Rule on Public Assemblies

- a. "Publicly assemble" and "public assembly" include any gathering of persons, including discussions, rallies, and demonstrations. The rules of the previous chapter apply to any use of amplified sound at a public assembly.
- b. University persons and organizations may publicly assemble on campus in any place where, at the time of the assembly, the persons assembling are permitted to be. This right to assemble is subject to the rules in this subchapter, and to the rules on use of University property. No advance permission is required.

Reservation of Space

- a. University persons or organizations who wish to publicly assemble in a particular room or space at a particular time may reserve the room or space.
- b. An organization with a reservation has the right to the reserved room or space for the time covered by the reservation. Any person or organization using or occupying the room or space without a reservation must yield control of the room or space in time to permit

any organization with a reservation to begin using the room or space promptly at the beginning of its reserved time.

- c. Reservations are not required but are strongly encouraged. A person or organization planning to use a room or space without a reservation may find the facility locked or in use by another person or organization. The University Police rely on a list of scheduled events, and a large group without a reservation is likely to attract their courteous but inquiring attention.

Notice and Consultation

Persons or organizations who are planning a public assembly with more than fifty participants are strongly encouraged to notify and consult with the Office of Student Life as soon as practicable after the point at which the planners anticipate or plan for more than fifty participants. Persons or organizations planning smaller assemblies are encouraged to consult the Office of Student Life if there is uncertainty about applicable University rules, the appropriateness of the planned location, or possible conflict with other events. The Director of Student Life has much experience in helping student organizations structure events in ways that both comply with the University's rules and achieve the organization's goals for the event. The Director of Student Life can help identify appropriate space and potentially conflicting events. The Director of Student Life can help the planners avoid unintended disruption or other violations that may result in subsequent discipline or subsequent interference with the assembly by campus authorities.

Guest Speakers

Definitions

"Guest speaker" means a speaker or performer who is not a student, faculty member, or staff member.

Who May Present

Registered student, faculty, and staff organizations, and academic and administrative units, may present guest speakers on University property. In the case of registered student organizations, advance permission from the Office of Student Life is required. Individuals may not present a guest speaker.

Location and Form of Presentation

- a. A guest speaker may present a speech or performance, or lead a discussion, at a time announced in advance, in a fixed indoor location, or in a fixed outdoor location approved by the Office of Student Life. A guest speaker may distribute literature to persons who attend the speech, performance, or discussion.
- b. A guest speaker may not
 1. accost potential listeners who have not chosen to attend the speech, performance, or discussion; or

2. distribute literature to persons who have not chosen to attend the speech, performance, or discussion; or
3. help staff a table or exhibit set up.

Application

- a. A registered student organization that wishes to present a guest speaker shall apply to the Office of Student Life, on a form prescribed by the Director of Student Life, at least forty-eight hours before the scheduled event or any planned advertising for the event, whichever is earlier. The application shall be combined with an application to reserve the use of a University room or space for the event.
- b. The Director of Student Life shall approve an application properly made under subsection (a).

Obligations of Presenting Organization

A student, faculty, or staff organization that presents a guest speaker must make clear that

1. the organization, and not the University, invited the speaker; and
2. the views expressed by the speaker are his or her own and do not necessarily represent the views of the University, the University of Texas System, or any component institution.

Responding to Speech, Expression, and Assembly

General Rule on Responding

University persons and organizations may respond to the speech, expression, or assembly of others, subject to all the rules in this chapter.

Applications of Previous Section

- a. Responders may not damage or deface signs or exhibits, disrupt public assemblies, block the view of participants, or prevent speakers from being heard.
- b. Means of response that are permitted in many locations and without advance permission or reservation, such as signs, tables, distribution of literature, and public assembly without amplified sound, may be used immediately and in any location authorized in this policy.
- c. Means of response that require advance permission or reservation, such as banners, A-frames, exhibits, and amplified sound, may be used as soon as the needed permission or reservation may be arranged. Banner space and some amplified sound areas may be unavailable on short notice because of earlier reservations, but the Office of Student Life shall expedite approval of A-frames, exhibits, and available banner space and amplified sound areas where necessary to permit appropriate response to other speech, assembly, or expression.

- d. Means of response that are confined to authorized locations, such as banners and amplified sound, may be used only in those locations. It is not possible to respond to amplified sound with amplified sound in the same location; similarly if an exhibit or public assembly is in a location where amplified sound is not permitted, it is not possible to respond with amplified sound in that location. In either case, it is possible to respond with amplified sound in another location and to use signs or distribution of literature to advertise the response at the other location.

Enforcement and Appeals

Police Protection

- a. It is the responsibility of the University to protect the safety of all persons on campus and to provide police protection for speakers, public assemblies, persons staffing or viewing exhibits, and other events. The normal patrolling of officers during regular duty areas in the area of such events will be at the cost of the University. When the magnitude, timing, or nature of an event requires overtime hours from police officers (including contract hours for officers hired from other departments or private security agencies), the University will, to the extent specified in subsections (b) and (c), charge the cost of overtime or contract officers to the person or organization sponsoring the event or exhibit that requires overtime police protection. The purpose of subsections (b) and (c) is to charge for police overtime where reasonably possible, but not to charge for police overtime made necessary by the content of speech at the event or by the controversy associated with any event.
- b. A reasonable and nondiscriminatory fee for overtime police work will be charged for events that require overtime police protection, and
 1. charge a price for admission, or
 2. pay a speaker, band, or other off-campus person or organization for services at the event.

Persons or organizations planning such events should budget for the cost of police protection.

- c. The University shall have the sole power to decide, after reasonable consultation with the person or organization planning the event, whether and to what extent overtime police protection is required. No fee shall be charged for officers assigned because of political, religious, philosophical, ideological, or academic controversy anticipated or actually experienced at the event. All fees shall be based on the number of officers required for an uncontroversial event of the same size and kind, in the same place and at the same time of day, handling the same amount of cash.
- d. Nothing in this section applies to any interdepartmental charge or transfer among units or accounts funded by the University.

Response to Violations

- a. A student who violates a prohibition in this chapter may be disciplined under the disciplinary procedures set forth by the university.
- b. A faculty member who violates a prohibition in this chapter may be disciplined under applicable procedures provided by other rules. If no such procedures exist, violations by faculty members shall be referred to the Vice President of Academic Affairs and Provost.
- c. A staff member who violates a prohibition in this chapter may be disciplined under applicable procedures provided by other rules. If no such procedures exist, violations by staff members shall be referred to Office of Human Resources.
- d. Authorized University personnel may prevent imminently threatened violations, or end ongoing violations, of a prohibition in this chapter, by explanation and persuasion, by reasonable physical intervention, by arrest of violators, or by any other lawful measures. Alternatively or additionally, they may initiate disciplinary proceedings under paragraph (a), (b), or (c). Discretion regarding the means and necessity of enforcement shall be vested in the chief of police, or in University personnel designated by the president, as appropriate, but such discretion shall be exercised without regard to the viewpoint of any speaker.
- e. Persons and organizations on the campus shall comply with instructions from University administrators and law enforcement officials at the scene. A person or organization that complies with an on-the-scene order limiting speech, expression, or assembly may test the propriety of that order in an appeal.

Appeals

- a. A person or organization that is denied permission for an activity requiring advance permission under this chapter may appeal the denial of permission.
- b. A person or organization that complies with an on-the-scene order limiting speech, expression, or assembly may, on or before the fifth weekday after complying with the order, file an appeal to determine the propriety of the order limiting the speech, expression, or assembly. The question on appeal shall be whether, under the circumstances as they reasonably appeared at the time of the order, the appellant's speech, expression, or assembly should have been permitted to continue. Such an appeal may be useful to clarify the meaning of a rule, or to resolve a factual dispute that may recur if the appellant desires to resume the speech, expression, or assembly that was limited by the order.