3356-4-17 Posting on campus.

(A) Policy statement. Youngstown state university (university) board of trustees recognizes the use of designated posting areas as an important means of communication within the university community. In order to insure the sustainability, functionality, and aesthetics of the university, physical plant postings and other printed materials must be displayed in appropriate locations in accordance with this policy. The university acknowledges that a policy of this nature may not anticipate every possible issue that may arise with respect to posting on campus. As a result, the university reserves the right to impose reasonable restrictions and/or requirements with respect to time, place, and manner for display or posting activities. These restrictions may be in addition to, or in lieu of, those set forth in this policy.

(B) Procedures. To provide guidelines and procedures by which the university community can share and promote campus news, information, ideas, programs, and events while also maintaining the overall aesthetic appearance of the campus and ensuring appropriate use of available space.

(C) Scope. This policy applies to the availability and use of university bulletin boards, message boards, display cases, and facilities for the posting of materials, including but not limited to flyers, posters, poster boards, and leaflets.

(D) General parameters.

(1) Materials may only be displayed on bulletin boards, message boards, display cases, or other locations specifically identified for the display of such materials.

(2) Printed materials must be affixed in a manner appropriate to the surface being utilized.

(3) Materials displayed for special occasions, such as red and white day, must not damage surfaces and must be carefully removed in a timely manner.

(4) Damage caused by improper posting and/or the cost of removal will be charged to the division, department, office, program, unit, activity, individual, or organization responsible for displaying the printed material.

(5) Materials advertising an event must be removed following the event.

(6) In order to provide abundant and fair access to audiences, materials may be removed after an advertised event has occurred and/or fourteen days after the original posting date.

(7) Courtesy and respect for the freedom of expression by others dictates that postings are not to be marked on, destroyed, or removed. Anyone discovered defacing postings will be subject to applicable sanctions and/or disciplinary action and could be subject to criminal charges.

(E) Facilities operated by the office of student ~~experience~~ affairs: Kilcawley center, the Andrews student recreation and wellness center, university residence and dining halls, and university courtyard apartments.

(1) Postings at the university courtyard apartments are monitored by the apartment manager. All other postings are monitored by the office of student experience.

(2) Bulletin boards are available for postings for official university events or activities; events or activities sponsored or co-sponsored by a recognized university student organization, university department, program or office; for the exchange of information and ideas; and for events or activities sponsored by an individual or non-university group which may benefit or interest the campus community.

(3) Upon approval of the office of student activities, the hallways or concourses of Kilcawley center may be made available to display poster boards for the same purposes.

(4) Postings must include a removal date no later than fourteen days after the original posting date.

(5) Any individual or group may post on community boards, but university event boards are reserved for use by campus departments or registered student organizations only.

(6) The office of student ~~experience~~ affairs may impose additional time, place, and manner restrictions regarding postings, including

but not limited to size, acceptable materials, and the time/date and/or duration of posting.

(F) Academic, administrative, and administrative buildings.

(1) Bulletin boards, message boards, display cases and other locations designated for the specific use of a division, department, office, program, or unit are available only for that specific use and shall be monitored by that division, department, office, program, or unit in accordance with applicable university policies and state and federal law.

(2) Each division, department, office, program, or unit may formulate additional procedures for posting material within its own confines.

(G) Prohibited postings. The placement of posters, flyers, signs, or other similar materials on any permanent university structures, including but not limited to buildings, walls, windows, doors, elevators, traffic signs, light poles, fences, emergency call boxes, trees, or brick, glass or painted surfaces or any other area not specifically designated by the university as appropriate for posting is prohibited.

(H) Disclaimer. Youngstown state university disclaims all responsibility for the contents of material postings at the university. Anyone posting on campus must be aware of current laws regarding libel, defamation, obscenity, and fair labor relations or other applicable laws. Postings promoting the sale or consumption of alcohol will not be permitted; however, postings promoting alcohol awareness and responsible decision making are permitted.

(I) Violations. Postings not meeting the standards of this policy will be removed. Violations of this policy or any specific building posting policy may result in the loss of posting privileges and/or facilities use privileges, disciplinary and/or educational sanctions appropriate to the circumstances. University employees violating this policy may be subject to disciplinary action by the university.

(J) Expressive activity. Individuals/groups wishing to engage in the free and orderly exchange of ideas on campus by utilizing generally accessible outdoor areas should consult rule ~~3356-4-21~~ 3356-2-08 of the Administrative Code; university policy ~~3356-4-21~~ 3356-2-08, “Campus free speech.”

(K) Commercial solicitation. Individuals/groups wishing to access the campus for purposes of commercial solicitation or advertising should consult rule 3356-7-19 of the Administrative Code; university policy 3356-7-19, "Access to campus for purposes of commercial solicitation or advertising."