

## **PROTEST & DEMONSTRATION REGISTRATION POLICY**

As a Catholic and Mercy institution that promotes universal justice, Salve Regina University encourages its students to be alert to injustice—both locally and globally—and to take effective action whenever it is possible to do so. An important part of changing an unjust situation is to call attention to its existence, and protest is a proven strategy for raising awareness and voicing uncomfortable truths to those in positions of power. Therefore Salve Regina supports and commends students who take up the laudable tradition of speaking out against injustice through responsible protests. The university's desire to foster active and responsible citizenship further impels it to encourage students to be aware of what is happening in the world and not to sit idly by when individuals and groups are denied what is due them in justice.

The history and tradition of the United States also honors and protects every individual's right to free expression and peaceable assembly as outlined in the Bill of Rights and encoded as the First Amendment to the U.S. Constitution. To assist students in maximizing the effectiveness of their protests, the university has established guidelines which will offer guidance, particularly with regard to time, place and manner of protest or demonstration.

### **1. Prior Approval**

In a spirit of tolerance and in appreciation of diverse voices, the aim is to empower students, not censor them, so that their protests will achieve their intended aim without unduly disrupting the work of the university. To that end, it is requested that sponsors of demonstrations and protests submit a protest and demonstration registration form to the Dean of Student's Office at least 7 days prior to the scheduled event. The form is available in the Office of the Dean of Students or online on the Dean of Students' webpage.

Demonstrations and protests may be organized and led only by members of the Salve Regina University community. An individual (student, faculty or staff member) must be designated as the Organizer/liason for the protest or demonstration.

The Organizer must meet with the Dean of Students office, Office of Student Activities or designee to coordinate the planning of the event. This meeting will be to review the details of the proposed event including proposed time, place, manner, and planned size of the event.

If the Organizer is planning the event on behalf of a recognized student organization, the advisor to the organization is strongly encouraged to attend this meeting as well. Student organization should reference student organization policies before planning your event. Organizers should plan accordingly and submit the protest and demonstration registration form as early as possible before the anticipated deadline.

Individual students, not affiliated with a recognized student organization, may plan demonstrations on campus. These students must adhere to all of the university policies to plan, promote and execute the event.

Reservation of campus space for any protest and demonstration will be contingent upon availability. Space cannot be reserved without approval.

### **2. Ensuring Safety and Security.**

All students who are members of the university community have the right to peaceful demonstration (including, but not limited to rallies, demonstrations, protests, parades, and processions) on campus. However, disruptive demonstration that unreasonably interferes with the rights or safety of others are strictly prohibited.

When demonstrations are scheduled on campus, Organizers should expect university personnel to be present for all or part of the event. This presence is often necessary to ensure organizers' own rights are protected and the University's regular operations and activities are not interrupted.

Organizers should schedule a meeting with the Office of Safety and Security to discuss safety expectations and logistics.

### 3. Guidelines

- a. No group may be admitted into a private office unless invited, and then not in excess of the number designated or invited by the occupant. Passage through reception areas leading to a private office must not be obstructed.
- b. Corridors, stairways, doorways, and building entrances may not be blocked or obstructed in violation of the regulations of the fire department. Clear and unimpeded passageways must be maintained at all times.
- c. The Student Code of Conduct and/or other administrative rules and regulations must be observed at all times in the planning and conduct of any event. Accordingly, expression that is indecent, grossly obscene or grossly offensive is inconsistent with accepted norms of conduct at the university and will not be tolerated.
- d. Organizers are expected to communicate the guidelines that have been set for the event by the Dean of Students Office and the Office of Safety and Security to all participants, organization members, and guests prior to the event. The responsibility of maintaining peace and order rests at all times with the individual(s) or student organization(s) who organized the event. Guests are expected to follow the Student Code of Conduct. Individual(s) or student organization(s) who organized the event are accountable for the conduct of their guests and may be subject to disciplinary action as the responsible party for violation of university policy incurred by their guests.
- e. At the conclusion of any protest or demonstration, the organizers are expected to make a reasonable effort to return the grounds/area to the condition it was in before the event. This includes properly disposing of all garbage. Any unanticipated and accidental property damage should be reported to a University administrator immediately. Property damage related to the protest or demonstration may result in the assessment of fees to the organization or individuals involved.

The Dean of Student's office/Office of Student Activities will serve as a conduit for campus wide communication regarding event. The offices of Safety & Security, University Relations, Student Activities and other university offices or departments may be notified of any proposed activity.

For more information or questions, please contact the Dean of Student's Office or the Office of Student Activities.

## Organizer Checklist

- \_\_\_\_\_ I have reviewed the policy
  
- \_\_\_\_\_ I have communicated all guidelines to my fellow organizers
  
- \_\_\_\_\_ I have reviewed the University's event calendar and selected a date that doesn't conflict with another university wide event
  
- \_\_\_\_\_ I have reserved place and time
  
- \_\_\_\_\_ I have submitted the registration form to the Office of the Dean of Students
  
- \_\_\_\_\_ I have met with a member of the Office of Safety & Security
  
- \_\_\_\_\_ I have consulted with my sponsoring group's advisor (if applicable)
  
- \_\_\_\_\_ I have met with a member of the Office Dean of Students office, Office of Student Activities or designee
  
- \_\_\_\_\_ I have used proper marketing