

AP 138.00 Political Activity

Associated Board Policy: 138.00 Political Activity

Procedure Owner: Vice President of Finance & Administration

Related Procedures: none

I. Procedure Scope and Purpose

In the interest of the fullest participation in public affairs, individuals are free to express opinions speaking or writing as an individual in a personal capacity and not as a representative of the institution in signed advertisements, pamphlets and related material in support of or opposition to parties and causes. There shall be the commensurate responsibility of making plain that each person so doing personally and not on behalf of Cowley College. This precludes the use of College letterhead and stationery and other official College designations. As a professional courtesy, employees testifying before the Legislature will notify, in advance, the College's Director of Public Relations.

II. Definitions

Assembly: An assembly is a group of persons gathered together, usually for a particular purpose, whether religious, political, educational or social.

College Grounds: College grounds are property owned, maintained and/or operated by the College. This includes interior or exterior of any and all buildings and/or structures, sporting facilities, parking lots, streets, sidewalks, and thoroughfares.

College-Sponsored Events: College-sponsored activities or programs include all activities funded or organized in any way through the College or College-recognized club/activity.

Demonstration: A demonstration is a manifestation of grievances, support, and protest or to express a particular view by public meeting, a gathering, a parade or a march.

Leafleting: Leafleting is defined as printed material, usually folded and offered or posted for free, and intended for advertising or promotion about a particular cause or view.

Rally: A rally is a group of people that come together for a purpose or common cause.

III. Procedure

1. Demonstrations and Leafletting
 - a. The College maintains the right to define the time, place, and manner in which activities occur on campus.

- b. Prior approval for any such demonstration, assembly, rally, leafleting, or equivalent activity shall be obtained in writing from the Director of Campus Security and Public Safety at least 48 hours in advance of the requested activity.
- c. The safety and well-being of members of the campus community collectively and individually must be protected at all times. Persons may not block or otherwise interfere with the free flow of vehicular, bicycle or pedestrian traffic. The right-of-way on streets, alleys and sidewalks must be maintained.
- d. College property must be protected at all times.
- e. Normally the acceptable demonstration site at the Arkansas City Campus will be the area of the Calder-Bonfy amphitheater to the north of the Brown Center but the college reserves the right to determine the most appropriate location for the College and all campus community members for each occurrence at any College location.
- f. Student organizations sponsoring or organizing demonstrations, assemblies, rallies, leafleting or other equivalent activities shall be held responsible for compliance with these procedures. Student organization sponsorship in no way relieves participating individuals of responsibility for their conduct. Each individual participating in a demonstration or equivalent activities, whether sponsored or not, is accountable for compliance with the provisions of these procedures. Any violation of these procedures may be grounds for disciplinary action against the individuals and/or the sponsoring or participating student organization and their officers.
- g. Although persons who are not members of the College student body, faculty or staff may participate in demonstrations, assemblies, rallies, leafleting or equivalent activities upon invitation by a bona fide student, faculty or staff member engaged in such activity, all non-College participants are obligated to the terms of this procedure. Persons who invite non-College participants may be held accountable for such participants' compliance with this procedure. In addition, since non-College participants are not subject to college discipline procedures, their failure to comply with this procedure may result in appropriate action under City, State or Federal Law.
- h. In addition, all demonstrations, assemblies, rallies, leafleting and other equivalent activities shall also comply with the following orders:
 - i. Persons may not block or otherwise interfere with the ingress or egress into or out of campus buildings or facilities.
 - ii. Persons shall not obstruct, disrupt, interrupt, or attempt to force the cancellation of any event or activity sponsored by the College or by any users authorized to use College facilities.
 - iii. Persons shall not engage in harassing, physically abusive, threatening or intimidating conduct toward any person.
 - iv. Person shall comply with the directions of any College official acting in the performance of his or her duty.
 - v. Classes or other scheduled activities shall not be disrupted.
 - vi. Use of a public address system and/or amplified sound will not be permitted without prior approval.
 - vii. Where an invited speaker is the object of the protest, persons may demonstrate and/or leaflet outside the building in the designated area. Persons who wish to enter the building must do so as members of the audience and must give the speaker a respectful hearing. Failure to grant

the speaker a respectful hearing may result in the offending person being asked to leave or other disciplinary sanctions. Signs, placards, or similar paraphernalia associated will not be carried into the building.

IV. Effective Date(s)

This procedure first became effective April 11, 2023. This procedure was reviewed _____.

V. Signature and Title

A handwritten signature in cursive script that reads "Hally Harper".

This procedure is implemented by:

Title: Vice President of Finance and Administration