**UCNJ Community Policies (Student Handbook, P. 29, First Amendment/Free Speech Activities)**

Freedom of expression is a highly valued and indispensable quality of College life, and the College seeks to allow its students and employees the opportunity to utilize the College facilities and grounds to the fullest extent possible. The College’s commitment to this ideal does not grant to individuals or groups an unlimited

license to engage in activity which limits, interferes with, or otherwise disrupts the normal activities for and to which the College’s buildings, facilities and grounds are dedicated. The purpose of these time, place, and manner regulations is to establish procedures and reasonable controls for the use of the College’s limited public forum area by both College and non- College groups and persons. The College seeks to balance its

responsibility to fulfill its mission as a public educational institution with the interests of College and non-College groups and persons who are interested in using the College campuses for purposes of constitutionally protected speech, assembly, or expression.

The College has four campuses, in Cranford, Elizabeth, Plainfield, and Scotch Plains, in Union County, New Jersey. The College is able to declare a “limited public forum area” as a place for expressive activities protected by the First Amendment, subject to reasonable time, place or manner restrictions, only on its Cranford campus. The College’s locations in Elizabeth, Plainfield, Rahway, and Scotch Plains are congested urban areas with substantial public safety concerns, including fire safety and ingress/ egress; therefore, expressive activities protected by the First Amendment in those locations are limited to the public areas surrounding the College’s facilities and subject to local ordinances.

First Amendment activities include, but are not necessarily limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speechmaking, demonstrations, rallies, protests, meetings to display group feelings or sentiments and/or other types of constitutionally protected assemblies to share information, perspective, or viewpoints. College and non-College groups and persons may use the College’s limited public forum area on the Cranford campus, the Victor M. Richel Commons (the Commons), and the plaza area in front of the MacKay Library, for those activities protected by the First Amendment, subject to the following regulations:

The Commons is available for use only Monday-Friday, 11:30 a.m. - 1:30 p.m. and 5:30 p.m. - 8:30 p.m.

Request to use the Commons is to be presented to the Office of the Executive Director of College Relations between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, with a copy of such request presented to the Office of Public Safety.

All groups and persons must provide the required request no later than fourteen days in advance; however, events may be permitted with less notice as long as the event does not interfere with any other function. The request will contain:

**• The name, address, and telephone number of the individual, group, entity, or organization sponsoring the event or use (hereinafter “the sponsoring organization”); and**

**• The name, address, and telephone number of a contact person for the sponsoring organization; and**

**• The date and time of the event;**

**• The nature and purpose of the event; and**

**• The estimated number of people expected to participate in the event.**

**• The use of sound amplification devices for free speech purposes is not allowed.**

To allow for the expression of a wide range of viewpoints and discussion of an array of issues, events may not last longer than five hours per day and may continue no longer than five days from beginning to end. These limitations upon the duration of events will be excused, on a day-today basis, upon request when there are no competing requests to use the facility.

Signs, posters, literature, handbills, leaflets, and pamphlets may be distributed in accordance with relevant College policies. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information. Speech that does no more than propose a commercial transaction is prohibited in connection with any event.

The Commons must be cleaned up and left in its original condition and is subject to inspection by a College representative after the event. Reasonable charges may be assessed against the sponsoring organization for the costs of cleanup or for the repair of damaged property.

The use of the Commons must comply with all other relevant College requirements.

The College and/or local public authorities may specify additional fire, safety, sanitation, and special regulations for the event, and the user must obey those regulations.

The College will not provide utility connections or hook-ups.

The Commons may not be used on the same date as any previously scheduled College event or activity at the Commons.

The College President or designee or any College Vice President or designee may, at any time, terminate, cancel, or prohibit the use of facilities if the event is disrupting normal College functions. Any of these individuals may refuse to allow a proposed use of facilities if they determine, after reasonable inquiry, that the use or event cannot be conducted without disrupting normal College functions. Such determinations will be made without consideration of the content or message of the First Amendment activities.