

UNIVERSITY POSTING PROCEDURES

Where MAY I Post?

University Information Boards are reserved for University departments or student organizations **ONLY**. Postings on these boards must include:

1. Name of the sponsoring department/organization
2. Contact information
3. Expiration date (or date of the final event)

All postings will be removed that:

- Do not have an expiration date or for which the expiration date has passed.
- Were not created by a member of a University department or recognized student organization.
- Advertise an event which violates University policy (e.g. alcohol on campus).
- At the end of each semester, all University Information Boards will be cleared.

Public Information Boards

Public information boards are available for any individual or organization who is or is not affiliated with the University.

Brandt

Second floor near entrance across from room 205.

Kent Library

First floor across from elevator

Serena

Second floor across from 204

Scully

Second floor across from room 238

University Center

First floor west entrance near elevator

University Information Boards

Art Building

- Inside each of the main entrances stairwells

Brandt

- First floor across from stairwell
- Second floor near room 205

Carnahan

- Inside student lounge, room 106, near door 106A
- Across from room 111
- Outside room 206

Crisp

- First floor, near Campus Health Clinic entrance
- First floor, near room 128, across from vending machines
- First floor across from room 130, by water fountain

Dempster

- First floor north stairwell
- First floor south stairwell

Grael

- With recent renovations, locations are yet to be determined

Johnson

- First floor near women's restroom
- First floor, near men's restroom
- Second floor across from room 200

Kent Library

- Third floor outside or across from elevator
- Fourth floor near elevator

Merick Hall

- First floor to left of the front desk leading into residential rooms

North Recreation Center

- Near the locker room entrance

Parker

- First floor near Copy Center
- Outside of room 103

Residence Halls

- Please contact Residence Life, (573) 651-2274, Towers First Floor, for information on posting in the residence halls. Typically need 110 copies.

University Information Boards

Rhodes

- First floor in breezeway across from Magill
- First floor north breezeway
- Second floor main entrance across from Scully

River Campus

- Seminary Building: four boards-one on each stairwell landing
- Cultural Arts Center: one board near the box office

Scully

- First floor stairwell near entrance
- Fourth floor across from student lounge

Seabaugh Polytechnic

- First floor east entrance across rooms 111 & 112
- First floor across from student lounge between 114 & 115
- Second floor between rooms 204/205

Serena

- Second floor near middle entrance facing Academic Hall
- Second floor across from elevator

Towers Complex

- First floor near main entrance across from restrooms and mailboxes
- Second floor walkway between the cafeteria and Towers North & Towers West

University Center

- First floor near Bookstore entrance
- Second floor—CSI Bulletin Board

Where may I NOT Post?

NO posters, signs or other articles shall be pasted, nailed, taped, stapled or otherwise attached to any part of glass, wood or painted walls/door frames of any part of buildings, light posts, telephone poles, trees, trash receptacles, or automobile windshields. **Posting may only occur on bulletin boards provided throughout campus.**

Campus Life & Event Services
Southeast Missouri State University
University Center, Room 414
Cape Girardeau MO 63701
(573) 651-2280

<http://www.semo.edu/campuslife/>
2017-2018

Expression Policy

Freedom of Expression Guidelines

The exchange of ideas is critical to the University's mission and is central in the University's role to "challenge students to extend their intellectual capacities, interests, and creative abilities; develop their talents; and acquire a lifelong enthusiasm for learning" (Southeast Mission Statement, 2015).

Members of the University community

The University encourages students, faculty, and staff to exercise the right of assembly, free speech and expression throughout the campus. The outdoor areas of the Southeast Main Campus, River Campus, and Regional Campuses are considered traditional public forums areas. Protests, rallies, demonstrations, and other similar expressive activities are not permitted inside any University building. In support of free expression and the University encourages use of, but does not restrict expressive activities to designated public forum areas.

Non-affiliated organizations or individuals (non-commercial activities)

Expressive activities by any non-University organization or individual are permitted in the public forum areas. Additionally, public forums are provided on the city sidewalks and right of ways that are adjacent multiple areas of the Southeast Main Campus, River Campus, and Regional Campuses. Any rally, protest, demonstration or similar expressive activity conducted by organizations or individuals that are not members of the University community must be registered with the University. Non-affiliated organizations or individuals must contact the Office of Campus Life and Events Services at 573.651.2280 to register their activity.

Time, place, and manner restrictions

The following time, place and manner restrictions apply to public forum location as well as to expressive activities by members of the University community across all other areas of the campus. These restrictions include:

- The activity does not create unreasonable safety risk to any participant, bystander, or University property;
- The activity does not disrupt the academic mission or daily operation of the University;
- The activity does not unduly disrupt vehicular or pedestrian traffic;
- The activity does not damage or destroy University property, including buildings, grounds, vehicles, or equipment. The location

must be left in its original condition at the conclusion of the event. The group or individual damaging University property is responsible for costs directly associated with the repair to the damaged property or area;

- The activity does not violate City of Cape Girardeau, or other relevant municipal ordinances or state or federal laws;
- The activity does not utilize amplification equipment that interferes with the educational mission of the University. Any use of amplification equipment is limited to one of four designated public forum areas;
- The activity does not include expression that is not protected speech. This includes expression that is obscene, defamatory, consists of fighting words, represents direct threats of physical harm, or insightful of Imminent lawless action.

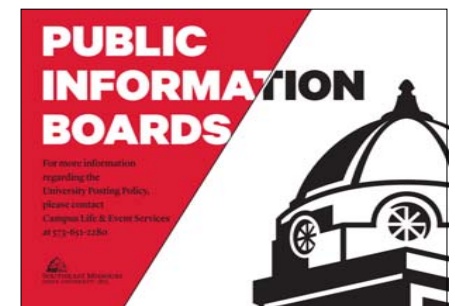
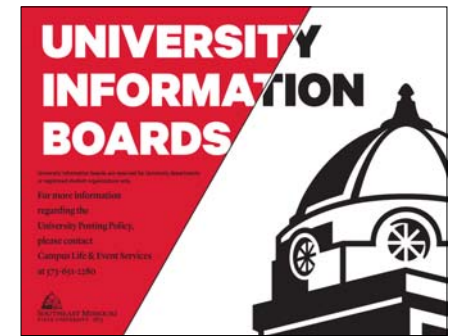
Chalking

Chalking is permitted on campus. However, the only permissible places to chalk are on horizontal, uncovered sidewalks and walkways.

Chalking is NOT permitted on any vertical surfaces (including stairs) or any surface that is under overhangs or entryways of buildings. If it doesn't wash off with the rain, don't chalk there.

Wall Painting

To reserve a wall space, please contact Campus Life & Event Services at 573-651-2280.



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