

Administrative Procedure 3900

Speech: Time, Place, and Manner

Students and employees of the District and members of the public shall be permitted to exercise their right of free expression subject to the time, place, and manner policies and procedures contained in Board Policy 3900 and these procedures.

The District shall not restrict free expression in areas generally available to students and the community. Areas generally available to students and the community are grassy areas, walkways or other similar common areas. Areas generally available to students and the community are designated public forums.

In areas generally available to students and the community, no person may engage in the circulation of petitions, leaflets, newspapers and other printed matter in the following areas: within 25 feet of doorways opening to outdoor areas of campus, all indoor facilities including, but not limited to campus offices, classroom facilities, libraries, performing art facilities, indoor or outdoor athletic facilities, parking lots, warehouses, and maintenance yards. All areas generally available to students and the community, as set forth above, may be temporarily reserved by the District, including recognized student organizations, for specific uses.

The use of areas generally available to students and the community shall be subject to the following:

- A. Groups of persons wishing to engage in speech or expressive activities in areas generally available to students and the community are encouraged to inform the Student Development Office of their intent to be present in such areas. The District encourages such check-in as a means to provide for safety and for the equitable use of such areas. Individuals availing themselves of such areas generally available to students and the community, whether they decide to check-in or not, may remain anonymous.
- B. No person using the areas shall touch, strike, or physically impede the progress of passerby, except for incidental or accidental contact or contact initiated by a passerby.
- C. Persons using areas shall not use any means of amplification that creates a noise or diversion that disturbs the orderly conduct of the campus or classes taking place at that time.
- D. Persons using the areas reserved for expressive activities shall not disrupt the orderly operation of the college.

No illegal activities, no activities that violate District or campus rules, including rules and laws on illegal harassment and discrimination, and none that will substantially interfere with or disrupt activities already scheduled for that day and time in the designated areas, as described in this procedure, will be permitted. In the event the area sought to be used for expressive activities has already been reserved for another activity so that there will be substantial interference or disruption based on noise, overcrowding, or other considerations unrelated to content, the District will make a good faith and reasonable effort to offer alternative areas or if none are available offer alternative dates. Students, outside organizations, and others are encouraged to make reservations in advance to use the areas for their expressive activities through the use of reservation forms.

Distribution of Materials

All persons using the areas that are designated public forums shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within those areas. Those persons distributing printed material must, prior to their departure from the areas that day, make reasonable efforts to retrieve, remove, or properly discard material that is discarded or dropped in or around the areas other than in an appropriate receptacle.

Posting

Bulletin boards shall be provided for use in posting materials at campus locations convenient for use by students, staff, and members of the public. All materials displayed on a bulletin board shall clearly indicate the author or agency responsible for its production and shall be dated with the date of posting by the Student Development Office. Materials displayed shall be removed after the passage of the date of the event or after the passage of ten days.

Solicitation on Campus Related to Conducting Research

Anyone conducting research and soliciting on campus for human subjects must obtain permission to do so pursuant to the Institutional Review Board policies and procedures. Please contact the office of Institutional Research & Planning.

References:

Education Code Sections 76120 and 66301 Board

Board Review: 4/18/16

Amended: 10/17/2016