

PROCEDURE 3.18.0: ASSEMBLY, RALLY OR DEMONSTRATION

General procedure

Discussion and expression of all views are permitted at Sandburg subject only to requirements for the maintenance of order. Cause may be supported in an orderly manner as long as it isn't in violation of law doesn't disrupt college operation and doesn't interfere with the rights of others.

Sandburg policy allows freedom of expression and lawful assembly at the college at campus venues available for lawful expression of opinions, demonstrations and protests. Sandburg retains the right to regulate the time, place and manner of demonstrations to assure the safety of individuals, the protection of property and the continuity of the educational process.

Scheduling process

These procedures don't apply to activities sponsored by the college, including college educational and social activities, college and career fairs, invited speakers, college-sponsored academic or social programming, and activities sponsored by student organizations and clubs recognized by the college.

These procedures don't apply to the rights and responsibilities of Sandburg faculty. The expressive activities of faculty are addressed in other policies, procedures or guidelines adopted by the college.

These procedures don't apply to areas the college makes available for rent to individuals or organizations seeking to rent space from Sandburg for meetings, conferences, or other types of business or social events. The use of those facilities is governed by the college's rental agreements and the terms of its facilities rental program.

These procedures don't allow individuals to use college facilities to engage in commercial activities including the advertising or sale of goods or services. The purpose of the policy and these procedures is to facilitate the right to engage in expressive activity for informational, non-commercial purposes.

Sandburg students and employees, along with members of the community, who wish to schedule a demonstration rally or similar activity, can request to use one of the locations specified below through the regular reservation procedure. Any such request should be submitted to the chief public safety officer, with a completed informational form at least one week in advance of the activity. The chief public safety officer will respond promptly to any

reservation request. In the event a request is denied, an appeal can be made to the vice president of student development, who will respond promptly to any such appeal.

Sandburg allows individuals to reserve defined areas of the campus for expressive activity. These areas have been designated as free-speech areas that can be reserved in advance for priority use during the reserved period. Demonstrations are permitted at the following locations, unless a college department or another organization has previously reserved the location:

- Galesburg campus — Grass area between parking lot A and C located just west of Tom L. Wilson Blvd.
- Carthage campus — Deck area on southeast corner of building

Demonstrations or similar activities by five or fewer students, faculty or staff may occur in the above-mentioned approved areas without advanced reservations or notification. Such demonstrations are subject to regulations that apply to larger demonstrations. Accordingly, Sandburg encourages persons planning a demonstration or similar activity to contact the chief public safety officer to discuss their plans and the applicable regulations of this procedure.

Organizers and participants must observe regulations pertaining to the use of campus facilities as well as this procedure.

Conduct during demonstrations or similar activities

Prohibited conduct, as stated in the procedure on disciplinary due process, which relates specifically to demonstrations and protests, along with conducting oneself in a reasonable manner at any college-sponsored activity or other event on college property includes:

- Intentionally disrupts the orderly processes of the college or interferes with the lawful rights of others
- Conducts himself/herself in a manner which significantly interferes with college's teaching, research administration, disciplinary procedures or other college activities and public service functions
- Damages, steals, defaces or destroys college property or property of a member of the college community or campus visitor
- Assaults, threatens, abuses or endangers the health or safety of a person at the college or a college-sponsored event
- Violates college policies or regulations, such as guidelines for student events, use of the college network computer system and activities; use of college facilities, or the time, place and manner of public expression

Procedure for handling disruptive demonstrations of similar activities

In situations where there's an individual or group demonstration, Sandburg Public Safety, on consultation with the vice president for student development, will determine the point at which a demonstration or similar activity becomes disruptive based on the criteria above.

If the situation permits, Sandburg Public Safety, vice president of student development, or a designee will inform demonstrators they must discontinue their disruptive activities, explaining which activities are in violation of this procedure and will advise them how to continue their demonstration in a manner which isn't disruptive. If the disruption continues, appropriate action will be taken, which may include police action. An immediate physical threat to persons and/or property may require immediate police action as well as situations in which the vice president of student development or designee determines a warning won't provide adequate protection for persons or property.

Consequences of violating this procedure

Once individuals are advised by a college official that they're violating Sandburg policy, state law or both, the individuals may disperse or move to another location identified by Sandburg. If they choose to remain, they're subject to arrest and/or college discipline. Illinois law prohibits interference with the operation of public institutions of higher education. Violations of this law can lead to arrest, incarceration and fines. Criminal damage to state property is a felony and criminal trespass on state property is a misdemeanor. Students who violate college or campus policy, including this procedure or the law may be subject to disciplinary action and/or criminal action. Students should refer to the Procedure 3.16.0 Student code of conduct & disciplinary due process for specific information regarding campus rules and regulations. Disciplinary action can range from a reprimand to expulsion from the college. Faculty and staff who violate college policy, including this procedure or the law may be subject to disciplinary and/or criminal action. Faculty and staff should refer to Human Resources for specific information.

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