

III. Policies Governing Campus Life

Approved by University Council July 8, 1994

Campus Events

- A. Only recognized university organizations or academic programs may sponsor official university events.
- B. Arrangements for university facilities and equipment must be made in advance with the university facilities office.
- C. University rules and regulations will apply at all campus events.
- D. Events should not be disruptive of the conduct of classes.

Speakers Policy

Recognized university organizations and academic program areas may invite any speaker to speak on any subject on campus provided that:

- A. Proper arrangements for facilities, equipment and supervisory personnel have been made.
- B. Proper event forms have been approved by the Student Life staff.
- C. Speakers who are candidates for public office are not compensated for their appearance.

These policies do not apply to speakers invited by faculty members to address their classes.

Alcoholic Beverage Distribution

- A. Distribution of alcoholic beverages by recognized student organizations and/or other campus programming groups must be reviewed and approved prior to the event by the Dean of Students or a designate through the submission and approval of the proper petition. The request form can be found in the Student Life office and must be submitted at least one week before the event or the event will not be approved. Failure to submit a petition will result in cancellation of the event and may result in the loss of status as a recognized student organization.
- B. No alcoholic beverage shall be consumed by anyone under the age of 21 at any university event. No individual shall furnish or buy alcoholic beverages for a minor or use false identification in order to purchase an alcoholic beverage at university events. Proper identification and proof of age may be required at university events where alcoholic beverages are served.
- C. Beer and wine may only be sold and distributed on campus by the university food service contractor currently holding the alcoholic beverage license.
- D. Distribution of hard liquor, including mixed drinks, will be allowed only at commercially catered events held off-campus by recognized student organizations. Organizations must submit proper petition for approval.
- E. The university will not authorize recognized student organizations to sponsor BYOB (bring your own "alcoholic" beverage) events.
- F. At events where alcoholic beverages are served, a nonalcoholic beverage must be available and displayed throughout the duration of the event.
- G. Food must be available throughout the duration of any event where alcoholic beverages are served.

- H. No alcoholic beverage should be served to any person who appears to be intoxicated.
- I. No one may bring alcoholic beverages into or out of an event where alcoholic beverages are being distributed.
- J. A faculty member or Student Life staff member must be present at a student organization event the entire time alcoholic beverages are being served. Names of these faculty/staff members must be included on the petition for approval of the event.
- K. The university reserves the right to impose the following conditions at student organization events where alcoholic beverage is being served:
 - 1. The organization designates a server who is not drinking alcoholic beverage to pour/serve alcoholic beverages at the event.
 - 2. The organization terminates service of alcoholic beverage at least one hour prior to the end of the event.
 - 3. The organization offers safe transport arranged by the sponsor for anyone unable to drive and post a sign to that effect.
- L. Distribution of alcoholic beverages by faculty, staff or community groups must be reviewed and approved by the appropriate Vice President.

Identification

Persons on the premises of the university or utilizing its services may be required to furnish acceptable proof of identity to university officials. Students are encouraged to carry a validated student ID card with them.

Disabled Individuals

It is university policy that no otherwise qualified disabled individual shall, solely by reason of disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any academic or student services program or activity. Disabled students may request academic adjustments and auxiliary aids through the Coordinator of Health and Disability Services Office (Bayou 1402).

Sale of Food on Campus

UHCL, by contract, grants the exclusive right to a food service contractor to manually sell food and beverages. Contract provisions do allow for bake sale activities as approved by the Dean of Students, under the following guidelines:

- A. Only recognized university organizations or academic program groups may conduct a bake sale.
- B. Signs indicating the name of the selling organization must be posted at the site of the bake sale.
- C. Bake sale items are generally limited to non commercially produced cookies, candies, cakes, donuts, or other finger food items.
- D. Organizations conducting bake sales are responsible for cleaning up any litter that results from such distribution.

Soliciting of Funds, Selling and Advertising

- A. Persons wishing to solicit funds; sell printed matter, products, services or other items or distribute commercial literature of any kind; post or distribute advertising material dealing with commercial items or services must secure approval from the Student Life Office in advance.

- B. Activities related to the sale of goods and/or services must be confined to the public areas of the university. These activities must be sponsored by a recognized university organization. Individuals engaged in selling or soliciting goods or materials on campus must be UHCL students or employees, or duly approved agents authorized to solicit on behalf of a recognized university organization.
- C. Newspapers may be sold from racks in outside locations on campus with the approval of the Vice-President for Administration and Finance.

Bulletin Boards, Posters and Handbills

The following regulations are designed to provide an uncluttered aesthetic environment and the orderly use of university property.

A. Bulletin Boards

1. Posting of printed or pictorial matter is permitted only on university bulletin boards.
2. The Student Life office is responsible for monitoring the use of general university bulletin boards and sign holders. These are generally located in the Atrium areas, in the first floor entrance corridors, and directly outside classrooms. Use of other bulletin boards (located outside administrative offices or faculty suites) requires permission of that particular office.
3. The Student Life Office shall assign priorities and determine removal dates on all general university bulletin boards and sign holders.
4. Limitations on content are regulated by federal, state, and local laws.
5. Any printed or pictorial matter posted in unapproved areas or not stamped by Student Life Office may be removed by university officials.

B. Handbills

1. A handbill is defined as any printed or pictorial matter distributed on university property.
2. The distribution of handbills on campus by any person or organization must be registered with the Student Life Office. The University Life Committee may establish policy determining time, manner and place of distribution of handbills. The university requires that the identification of the sponsoring organization be placed on the handbill.
3. After distribution, the sponsoring organization is responsible for the cleaning up of any litter resulting from the distribution.
4. Anyone not following regulations on the distribution of handbills may be asked to cease the distribution and/or to leave campus.