



**SAINT LOUIS
UNIVERSITY™**

Student Involvement Center
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2016-2017 Student
Organization
Policies

Performance, Presentation and Speaker Events Policy (3.4)

When collecting money for organizational purpose, i.e. *membership dues, ticket or event sales, fundraising, or selling of items*; please use the following guidelines:

A. Introduction

Saint Louis University understands that the exchange of ideas and the opportunity to critically analyze and express different viewpoints is essential to the University's mission, which emphasizes the pursuit of truth for the greater glory of God and for the service of humanity. However, speech and expression are not absolute rights at a private institution and must be examined in light of both particular circumstances and the broader values and aspirations of Saint Louis University as a Catholic, Jesuit institution. While restrictions on expression must be reluctant and limited, in some situations they may be deemed appropriate.

B. Purpose

1. This policy provides guidance for Students and recognized Student Organizations who seek to sponsor a performance, presentation or speaker (hereafter, referred to as "program") at Saint Louis University, such that: (a) the freedom to pursue truth may flourish; (b) the teachings of the Catholic Church will always be respected even when examined; and, (c) the opportunity to exchange ideas will not conflict with the rights or safety of others in the Saint Louis University community, or interfere with the University's mission, traditions, responsibilities, and objectives as a Catholic, Jesuit institution of higher education.

2. In providing guidance, this policy integrates concepts of inquiry, expression, dialogue and the exchange of ideas with an expectation of social responsibility. Saint Louis University acknowledges the distinct roles that activities "outside of the classroom" have on the University campus. To effectively accomplish the integration of these concepts, this policy and appendices outline a way of proceeding that focuses Students on both the pursuit of truth and how that pursuit is expressed.

C. Individuals Affected

1. **Target audience:** Students and recognized Student Organizations by Saint Louis University seeking to sponsor a campus performance, presentation or speaker. This policy excludes Student and Student Organizations affiliated with the Law school, which has their own policy.

2. **Department oversight:** The Student Involvement Center, under supervision of the Assistant Vice Presidents of Student Development, oversees this policy on behalf of Saint Louis University.

3. **Other departments affected:** Academic Affairs, General Counsel, Marketing and Communication, Mission and Ministry and Public Safety may be involved in the review of some program proposals. Depending on the nature of the program proposal, the review may not be limited to these areas.

D. Definitions

1. **Program:** A campus performance, presentation or speaker, sponsored by Students and/or recognized Student Organizations.

2. **Sponsorship:** The approved hosting of a program does not imply approval or endorsement, by the sponsoring group or by Saint Louis University, of the views expressed by speakers, presenters, or others who participate.

3. **Appeals:** Requests to appeal decisions by the Student Involvement Center may be sent to the Vice President for Student Development (See Section 3.4. (H)).

E. Policy

1. While Saint Louis University acknowledges a Student's individual right to express and explain his or her own beliefs, by virtue of its Catholic, Jesuit character, the time, place and manner of exercising speech on campus for events planned by Students and recognized Student Organizations is subject to policies and procedures adopted by the University. As such, the University reserves the right to review programs proposed by Students and recognized Student Organizations, including those which are funded in full or in part by University sources (e.g., Student activity fee). It also reserves the right to reject or alter programs that the University deems to be inconsistent with its values and mission. This means that a balanced program, one that would include opportunities for opposing viewpoints to be presented, may be necessary in order for controversial societal, political, moral and/or ecclesiastical topics to be addressed in a way that provides a more complete educational experience and understanding of the subject matter.

2. Examples of programs that the University would not approve would include those deemed to encourage, celebrate or glorify hatred, violence, abusive behavior, religious intolerance, irresponsible or illicit drug and alcohol use, and the objectification of human beings. Furthermore, the University will not approve any campus program which it determines cannot be held in a safe, orderly way, in adherence to its policies and procedures, and without significant interference to other University events or normal functions.

3. While acknowledging there may be approved programs which include critiques of Catholic teaching and/or of Saint Louis University, the University does not knowingly make available its facilities to individuals, organizations or businesses, whose activities will deride, mock or ridicule the Roman Catholic Church or the University's mission and values.

F. Procedures

1. Students and recognized Student Organizations of the University who seek to sponsor a campus program may apply to do so according to the procedures outlined below.

2. Students must complete the Program Planning Form, available online through the Student Involvement Center. Completing a Program Planning Form does not guarantee approval.

3. Completed Program Planning Forms must be submitted to the Student Involvement Center at least twenty (20) business days prior to the proposed program. Completed forms will include the review and signature of the recognized Student Organization's advisor, when applicable.

4. The submitted Program Planning Form will be forwarded to the Director for the Student Involvement Center or designee to initiate the program review process.

5. The Director for the Student Involvement Center or designee will provide a written notification of any procedural questions or concerns about the program within five (5) business days of submission.

6. Procedural questions or concerns may include, but are not limited to, clarification of issues related to Sections E and F.

7. After receiving program approval from the Student Involvement Center, Students may reserve a campus venue for the program through the Department of Event Services, or the department responsible for the space.

8. Students must complete the Student Event Registration Form.

9. Completed Student Event Registration Forms must be submitted to the Office of Event Services at least two (2) weeks prior to the anticipated program date.

10. Event Services will provide a written notification of which University space is available for the event within three (3) business days of submission. Any notification of space availability does not guarantee approval of the Program Planning Form.

G. Additional Guidelines and Process

1. Additional program planning guidelines and program review guidelines for the process is provided in Appendices A and B of the official Performance, Presentation, and Speaker Policy, which can be found online at the Student Involvement Center website.

2. The guidelines are included with the Program Planning Form

H. Appeals

1. Students or recognized Student Organizations of the University who seek to sponsor a campus program, may appeal a decision by the Student Involvement Center to the Vice President for Student Development. The appeal process for program proposals is as follows:

2. A written appeal addressed to the Vice President for Student Development should include, in detail, an explanation of how the Student or recognized Student Organization believes they followed the program planning guidelines or, how the program review guidelines were not followed by the Student Involvement Center.

3. The Vice President for Student Development shall contact the Student or recognized Student Organization within five (5) business days of submission of the written appeal to arrange a meeting time. During the

appeals meeting, the Vice President for Student Development shall gather all necessary information regarding the process.

4. After meeting with the Student or recognized Student Organization, the Vice President for Student Development shall gather all other pertinent information at his/her discretion from any other parties involved in the process.

5. The Vice President for Student Development shall provide a written notification of his/her decision within ten (10) business days of the initial meeting with the Student or recognized Student Organization.