



CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA POSTING and CHALKING POLICY

This does not include the complete University Housing Services Policies.

Responsibility

The Office of Student Life and Cultural Centers (OSLCC) maintains administrative responsibility for all posting on campus. Posting by off-campus groups is limited to non-profit organizations only – commercial advertising is not permitted. Non-profit organizations must present proper non-profit status identification, such as a tax identification number.

Freedom of Speech Statement

Posters, flyers, signs and banners serve an important purpose at Cal Poly Pomona. They communicate upcoming events and activities and disseminate information and opinions on important issues. Sometimes, however, posted materials have appeared to direct hurtful and/or hateful messages and meaning toward an individual or group. While there will always be disagreements over what may constitute good taste or appropriate comment, there can be no question particularly in a university, that freedom of expression as guaranteed by the First Amendment of the Constitution, is a cherished and protected right.

Accordingly, the campus community is asked to be tolerant of differing points of view and to respect the rights of others to express themselves. While you may find certain materials to be quite offensive or even insulting, the appropriate way to counteract such materials is through discourse, criticism, and the expression of contrary points of view. Any member of the campus community who finds posted materials to be offensive or disrespectful is encouraged to contact the responsible organization or individual to address their objections. For further information contact OSLCC at osl@csupomona.edu or (909) 869-2841.

Chalking Policy

Chalking is permitted only in the University Park grounds. Chalking must be at least 20 feet away from the entrances to the Bronco Student Center and Building 66 (Bookstore). The chalking area will be cleaned off two times a month. Chalking on the stairs outside the Bronco Bookstore is permitted only on the top portion of the steps.

Posting Policy

All printed advertisements, announcements and signs must be identified with the name of the person or organization responsible in order for the material to be stamped by the OSLCC. Also, OSLCC must have the name, telephone and email of the contact person responsible for posted material by any group/individual. If any member of the campus community finds the material offensive or wishes further information, this contact information ensures the potential for dialogue and still guarantees the rights of expression under the First Amendment of the Constitution. It is requested that the organization have the original/master stamped before printing. The stamp will therefore be printed on each copy, saving time and resources for the club and the OSLCC. OSLCC must be provided with one copy of the poster or flyer (this does not apply to banners), and a copy of translation in English, if written in a language other than English. Organizations currently chartered with the OSLCC, committees, colleges, departments and individual students, faculty or staff members are allowed to publicize on campus providing they comply with the regulations established by the OSLCC. Off-campus individuals or groups may not publicize on campus with the exception of non-profit organizations as stated above and employers with approval. Off-campus employers must first receive approval from the Career Center and then be approved by OSLCC with the posting stamp.

Time Limits

All posters, flyers, banners and signs must be stamped at OSLCC, indicating that they have met the above criteria. For special dated events, an expiration date of 48 hours following the event will be noted on the poster/flyer/banner. For general information (club meetings, department announcements, etc.) an expiration date of one month from the time of stamping will be noted on the poster/flyer/banner. The stamp does not regulate the content of the flier nor the actions and opinions of the entity seeking approval and does NOT necessarily reflect those of the students, faculty or administration of Cal Poly Pomona.



Posting on University Housing Services (UHS) and University Village Property

In addition to the above, the University Housing Services and the University Village have additional posting policies and must be contacted before materials are posted in these areas.

University Housing Services: Go to building 59 to have your postings approved. UHS property includes all the residence halls and land west of University Drive, Los Olivos Dining Commons, Residence at the Lyle Center for Regenerative Studies, the Vista Suites and surrounding property. Check out the UHS website for the UHS posting policy:

http://dsa.csupomona.edu/uhs/files/UHSPostingPolicy2006_1683.pdf

University Village: Go to Foundation Housing Service, 3400 Poly Vista Building 300 to have your posting approved.

General Use Bulletin Boards

Posting is permitted on any "General Use Bulletin Board." Such boards are located in the hallways of most campus buildings. Check with the appropriate Dean's office or department for questions on posting policies and locations of their respective general use bulletin boards. General use bulletin boards may be completely cleared off once a quarter by representatives of the college or school where the bulletin board is located. The following criteria apply to all materials posted on general use bulletin boards: Posters/flyers must not exceed 11" x 17" and only one poster per group/individual may be placed on general use bulletin boards. Material may not overlap other approved posters/flyers and must be fastened with tacks or staples - NO TAPE.

Grounds

Staked signs (not to exceed 11" x 17") and banners (not to exceed 3' x 6') are only permitted on non-lawn & non-flowering areas. The only lawn area where staked signs and banners are permitted on the lawn is the stretch of lawn in front of the Bronco Student Center (BSC), beginning at the corner of the Kellogg Art Gallery to Round Table Pizza as illustrated in the picture below.



Staked signs and banners may not be placed in flowerbeds, lawn areas, blocking sprinklers, walkways, driveways or streets. Marketing material may not be wrapped around trees or any campus structures without prior approval by campus facilities. Call (909) 869-3030 to speak to a facilities representative for permission. Violations will result in the removal and disposal of the signs and banners without notification.

Wood Kiosks

Posting is permitted on the two outside Kiosks located in the University Quad and the ENV Quad. Posters/flyers must not exceed 11" x 17" and only one poster per group/individual on each side may be placed on any of the Kiosks. Materials may not overlap other approved posters/flyers and must be fastened with tacks or staples -NO TAPE.

Restrictions

No chalking and/or posting on buildings, steps, windows, posts, lawn areas, railings, trees, traffic control signs, utility poles, construction fences, vehicles, in newly planted garden areas, flower beds or newspaper racks. In addition, no chalking and/or posting on campus directories, within ponds or fountains, trash or recycle bins, the Calla Lily walkway between the Bronco Student Center and the Bookstore, the Rose Garden, the Japanese Garden, University Drive from the residence hall area west to the Health Center and in the vicinity of the two major entrances to campus (where the marquees are located). Writing signs, ads, promotions or placing drawings of a non-instructional nature on any classroom chalkboard or dry-erase board is prohibited and is a violation of this Posting Policy and subject to sanctions.

Violations

Unauthorized removal of properly approved and posted materials is an act of vandalism and subject to appropriate disciplinary action. Violators to this policy will be referred to the Director of Judicial Affairs.



Please direct all questions regarding the Posting and Chalking Policies to the Office of Student Life & Cultural Centers at (909) 869-2841.

Approved:


J. Michael Ortiz, Ph.D.
President


Date

6/15/2007