

# COLLEGE of CHARLESTON

## OFFICIAL POLICY

2.1.2

**Campus Solicitation Policy**

**2/15/16**

### **Policy Statement**

Solicitation activities may not substantially disrupt or materially (or significantly) interfere with the educational, administrative, or operational activities of the College. Events which are in violation of local, state, or federal law, Board of Trustee policy, or rules, regulations, and guidelines of the College are prohibited.

An event that places an undue burden on campus facilities, interferes with the use of campus facilities by other persons, disrupts normal operations, infringes on the protected rights of others, has a principle goal to incite a riot or to disrupt other activities may be denied the privilege to use College facilities (or grounds) for solicitation.

Use of College facilities or grounds for fund raising by student organizations must be approved by the Director of Student Life. Fund raising as it pertains to student organizations is defined as the on-campus seeking of funds or support by a student group from sources other than its members, including the procurement of supplies and other forms of support; the selling or distribution of items, materials, products, or services; and the sponsorship of events where admission is charged. The distribution by student organizations of materials or commercial publications not protected by the First Amendment must also be approved.

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### **Policy Manager and Responsible Department or Office**

Business Affairs

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## **Purpose/Reason for the Policy**

College of Charleston has the duty and responsibility to maintain a safe and healthy environment conducive to its principal mission of education. At the same time, the College recognizes and respects the constitutional protection of free speech as well as the individual student's right to privacy. Accordingly, the College has adopted this solicitation policy for the purpose of establishing reasonable time, place, and manner restrictions on campus solicitation.

For purposes of this policy, solicitation is broadly defined as any and all activity conducted on campus by an individual, group, or organization seeking:

- a. to solicit funds, promote trade, or encourage the acceptance of ideas by persuasion, petition, entreaty, or formal application;
- b. to distribute advertising or other materials;
- c. to compile data for surveys or other programs;
- d. to recruit members or support for an organization or cause.

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## **Departments/Offices Affected by the Policy**

## Procedures Related to the Policy

To be approved, proposed student organization fund raising projects must comply with the following guidelines:

1. Projects may not in any way interfere with normal academic programs or functions.
2. Requests should be submitted to the Department of Student Life at least one week prior to the proposed event.
3. The proposed project must not interfere with existing College operated services or contracts. Projects involving the sale or distribution of a commercially prepared product or service, or a product or service that may be available through an existing College operated service or a College or State contract with a commercial vendor, may be subject to the Campus Solicitation Policy by a Non-College vendor.
4. Priority for requests will be given to fund raising activities that are
  - a. Educational in nature or directly related to the curriculum,
  - b. For philanthropic purposes, or
  - c. For the benefit of a large segment of the College population.

Fund raising requests will not be granted for the personal benefit of an individual.

5. A contract, if applicable, must be signed by the Director of Student Life.
6. Activities involving student organization fund raising or other projects covered by these guidelines are subject to the following:
  - a. Door to door residence hall contact is prohibited.
  - b. Use of campus mail is prohibited.
  - c. Fund raising is not permitted in buildings and other closed areas. Fund raising may be conducted only in such open areas as designated by the Department of Student Life.
  - d. An organization may not use coercive acts that might intimidate those persons from whom support is sought.
7. Fund raising activities by a registered College of Charleston student activity for political, religious, or public issue purposes that do not involve the sale of a product shall be regulated only as to time, place, and manner in the following ways:
  - a. Such fund raising activities may be conducted at the Stern Student Center, the Stern gardens, Cougar Mall, or Physician's Promenade as designated by the Director of Student Life.
  - b. Fund raising may not be conducted in offices, classrooms, food facilities, and other buildings or open areas of the campus.
  - c. An organization may not use coercive acts that might intimidate those persons from whom support is sought.
  - d. Willful failure to comply with these rules will be grounds for denial of future requests to use the approved campus areas.
8. The Director of Student Life must approve all street closings for fund raising events such as street dances or any other activity taking place on city streets. The Department of Public Safety must receive the request two weeks prior to the event in order to request a permit from the City of Charleston for a street closing.

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**Related Policies, Documents or Forms**

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<b>Issue Date:2/15/16</b> <b>Date of Policy Revision:2/15/16</b>	<b>Next Review Date:10/15/2020</b>
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**POLICY APPROVAL**  
**(For use by the Office of the Board of Trustees or the Office of the President)**

Policy Number: 2.1.2

President or  
Chairman, Board of Trustees  Date: 2-15-16