

Chapter 9: Student Expression and Use of Collin College Facilities

Board policies [FLA \(LEGAL\)](#), [FLA \(LOCAL\)](#), [GD \(LEGAL\)](#), and [GD \(LOCAL\)](#) are associated with this section.

Definitions

As used within this section, the term “amplified sound” means sound whose volume is increased by any electric, electronic, mechanical, or motor-powered means, such as by a megaphone. The use of a single microphone for a guest speaker, shouting, chanting, and playing some acoustic musical instruments are exempt from this definition and are not subject to the special rules on amplified sound, but they are subject to the general rules that prohibit disruption.

As used within this section, the “common outdoor areas” of Collin College mean:

1. Any outdoor space (such as streets, sidewalks, lawns, plazas, or gathering spaces);
2. That is at least 20 feet from any Collin College building or area of ingress or egress to buildings, including classrooms; and
3. That is not used, on either a permanent or temporary basis, for Collin College’s:
 - a. Business or operations,
 - b. Sponsored events,
 - c. Educational functions, or
 - d. Research functions.

Common outdoor areas do not include the buildings, classrooms, libraries, facilities, student housing or residential outdoor spaces managed by Collin College, the outdoor surfaces of Collin College buildings, the surfaces associated with or connected to a Collin College building, a Collin College structure, the spaces dedicated to temporary outdoor banners, the spaces dedicated to temporary outdoor exhibits, construction sites, or any other space within Collin College’s limited public forum. For more information, see Board policy [GD \(LOCAL\)](#).

As used within this section, the terms “disrupt,” “disruptive,” “disturb,” and “disturbances” are defined as activities or actions that cause disorder or turmoil in Collin College’s classes, programs, and services or that interfere with or interrupt planned activities, or other operations of Collin College by noise, movement, or physical obstruction.

As used within this section, the term “expressive activities” means any speech or expressive conduct protected by the First Amendment to the United States Constitution or by Section 8, Article I, Texas Constitution, and which includes assemblies, protests, speeches, the distribution of written material, the carrying of signs, and the circulation of petitions. The term “expressive activities” as used in this policy does not include:

1. Commercial speech, such as advertisements for products or services,
2. Defamation,
3. Harassment or discriminatory harassment as those terms are defined in this policy,
4. Incitement to imminent unlawful activity,
5. Obscenity, or
6. Threats to engage in unlawful activity.

As used within this section, the term “guest speaker” means an individual speaker or performer who is not a student, faculty member, employee, or Board member of Collin College.

Protected Expression on Campus

In accordance with the [Texas Education Code Section 51.9315](#), it is the policy of the State of Texas and the purpose

of this section to protect the expressive rights of persons guaranteed by the Constitutions of the United States and of the State of Texas by:

1. Recognizing freedom of speech and assembly as central to the mission of institutions of higher education; and
2. Ensuring that students enrolled at and employees of an institution of higher education may assemble peaceably on the campuses of the institution for expressive activities, including to listen to or observe the expressive activities of others.

Collin College observes the rights and freedom of speech, petition, and peaceful assembly as set forth in the Constitutions of the United States and State of Texas. Collin College will permit students enrolled at and employees of the institution to engage in expressive activities in the common outdoor areas of Collin College's campuses freely, as long as the expressive activity:

1. Is not unlawful, and
2. Does not materially and substantially disrupt the functioning of Collin College.

In accordance with the [Texas Education Code Section 51.9315](#), Collin College maintains its right to impose reasonable restrictions on the time, place, and manner of expressive activities of students enrolled at and employees of Collin College in the common outdoor areas of its campuses if those restrictions:

1. Are narrowly tailored to serve a significant institutional interest;
2. Employ clear, published, content-neutral, and viewpoint-neutral criteria;
3. Provide for amply alternative means of expression; and
4. Allow members of the Collin College community to assemble or distribute written material without a permit or other permission from the institution.

Any act or expressive activity that interferes with the normal operations of Collin College including, but not limited to, classes and Collin College business, or interferes with the rights of students, faculty, staff, and others will not be tolerated. Faculty, staff, and students engaging in disruptive activity may be subject to disciplinary action. Any participant involved in disruptive activity may face criminal charges. For more information, see Board policies [FM \(LOCAL\)](#) and [FMA \(LOCAL\)](#) and *Chapter 16: Student Disciplinary Procedures for Non-Scholastic Dishonesty Offenses* in the *Student Code of Conduct*.

Approved activities such as distributing literature, displaying signs, petitioning for change, and disseminating information concerning issues of public concern are protected by the First Amendment. Commercial speech is subject to the guidelines in *Chapter 8: Student Solicitation on Campus* in the *Student Code of Conduct*. Speech that is not protected includes fighting words, language that creates a hostile environment, slander/libel, and obscenity.

Limited Public Forum and Public Assembly Use

The Board of Trustees (Board) delegates to the College District President or designee the authority to designate certain outdoor areas on each campus that are open as public forums for use by community members consistent with the First Amendment to the United States Constitution or by Section 8, Article I, Texas Constitution.

However, the buildings, classrooms, libraries, facilities, grounds, and property owned or controlled by Collin College are not a traditional public forum open for assembly, debate, demonstrations, or similar activities by members of the general public.

Subject to the requirements set forth in policy and in Collin College procedures, members of the public who are not

Collin College students, employees, or officials are welcome to visit Collin College to attend public board meetings and public events, to transact business with Collin college, and to access certain designated facilities and outdoor locations to engage in expressive activities when the use does not conflict with Collin College use or its policies.

Distribution of Literature

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by Collin College will not be sold, circulated, distributed, or posted on any Collin College premises by any Collin College student or registered student organization, except in accordance with this policy. Board policies [FKC \(LEGAL\)](#) and [FKC \(LOCAL\)](#) are associated with registered student organizations.

Collin College will not be responsible for, nor will Collin College endorse, the contents of any materials or literature distributed by students or registered student organizations that are not sponsored by Collin College.

Materials distributed under the supervision of instructional personnel as a part of instruction or other authorized classroom activities will not be governed by this policy.

For information on distribution of materials in Collin College facilities and common outdoor areas by non-students and organizations that are not registered student organizations, see Board policies [GD \(LEGAL\)](#) and [GD \(LOCAL\)](#).

Limitations on Content

Non-school materials or literature will not be distributed by students or registered student organizations on Collin College property if:

1. The materials are obscene. Obscenity is a writing, visual image, or performance as defined in [Section 43.21](#) of the [Texas Penal Code](#) (or successor provisions).
2. The materials contain defamatory statements. Defamation is a false statement of fact about another individual that holds the individual up to hatred, ridicule, or contempt and that is not otherwise privileged. If the defamed person is a private individual, the question is whether the speaker knew or should have known that the statement was false. If the defamed person is a public official or public figure, the question is whether the statement was made with knowledge of the falsity or with reckless disregard of the truth.
3. The materials advocate imminent lawless action and are intended to incite or produce such action.
4. The materials contain a true threat, which is a serious expression of an intent to commit an act of unlawful violence to a particular individual or group of individuals. The speaker of a true threat need not intend to inflict actual harm; the question is whether the speaker consciously disregarded a substantial risk that the communications would be viewed as threatening violence.
5. The materials constitute intimidation, which is a type of true threat where a speaker directs a threat to a person or group of persons with the intent of placing the victim(s) in fear of bodily harm or death.
6. The materials constitute fighting words, which are personally abusive epithets that when addressed to ordinary citizens, are, as a matter of common knowledge, inherently likely to provoke a violent reaction.
7. The materials constitute harassment, which means material that is:
 - a. Hostile, threatening, or intimidating;
 - b. Directed at a specific person or persons; and
 - c. Sufficiently severe, pervasive or persistent, and objectively offensive that it would cause an ordinary and reasonable person to fear violence or bodily harm or creates an objectively hostile or threatening campus environment that unreasonably interferes with the person's ability to access or participate in a Collin College activity, program, service, or privilege.
8. The materials constitute discriminatory harassment based on membership in a protected class recognized under state or federal law and are sufficiently severe or pervasive to create an objectively hostile campus

or academic environment that unreasonably interferes with or diminishes another individual's ability to participate in or benefit from an activity, program, service, or privilege provided by Collin College. For examples of unlawful harassment based on membership in a protected class, see Board policies [DIAA \(LEGAL\)](#), [DIAA \(LOCAL\)](#), [DIAB \(LEGAL\)](#), [DIAB \(LOCAL\)](#), [FFDA \(LEGAL\)](#), [FFDA \(LOCAL\)](#), [FFDB \(LEGAL\)](#), and [FFDB \(LOCAL\)](#).

9. The materials constitute non-permissible selling or solicitation. For more information, see Board policies [FI \(LEGAL\)](#) and [FI \(LOCAL\)](#).
10. The materials infringe upon the intellectual property rights of Collin College. For more information, see Board policies [CT \(LEGAL\)](#) and [CT \(LOCAL\)](#).

Time, Place, and Manner Rules

The vice president of student and enrollment services or designee will designate times, locations, and means by which materials or literature that are appropriate for distribution, as provided in this policy, may be made available or distributed by students or registered student organizations to students or others in Collin College facilities and in areas that are not considered common outdoor areas.

Distribution of the materials will be conducted in a manner that:

1. Is not disruptive. For more information, see Board policies [FLB \(LEGAL\)](#) and [FLB \(LOCAL\)](#);
2. Does not impede reasonable access to Collin College facilities;
3. Does not result in damage to Collin College property;
4. Does not coerce, badger, or intimidate a person;
5. Does not interfere with the rights of others; and
6. Does not violate local, state, or federal laws or Collin College policies and procedures.

The distributor will clean the area around which the literature was distributed of any materials that were discarded or leftover.

Petitions, Handbills, and Literature

This section is covered in the Campus Provost's Office at each campus.

Each petition, handbill, or piece of literature submitted for approval for distribution will include the name of the person or organization wanting to distribute it.

A person or organization will be prohibited from publicly distributing on Collin College property any non-school literature that is obscene or libelous or that contains non-permissible solicitation. Distribution of non-school literature will be conducted so as not to interfere with the free and unimpeded flow of pedestrian and vehicular traffic or disturb or interfere with academic or institutional activities.

A person or organization will not distribute non-school literature by accosting individuals or by hawking or shouting. The distributor will ensure the area around which the non-school literature was distributed is clean and free of discarded or leftover materials.

Signs

For the purposes of this policy, "sign" will be defined as a billboard, decal, notice, placard, poster, banner, or any kind of handheld sign; and "posting" will be defined as any means used for displaying a sign.

"Non-permissible sign" will mean a sign that contains material that is obscene, libelous, or includes non-permissible solicitation and/or is larger than 11 inches by 17 inches, unless authorized by the appropriate assistant director of

student engagement.

A person or organization will not post a non-permissible sign. For more information, see Board policies [FI \(LEGAL\)](#), [FI \(LOCAL\)](#), [GD \(LEGAL\)](#), and [GD \(LOCAL\)](#).

A student, registered student organization, department, or community member may publicly post a sign on Collin College property in areas or locations designated by the appropriate assistant director of student engagement in conjunction with the appropriate campus provost and the appropriate campus manager of facilities or in common outdoor areas as allowed by Board policies [GD \(LEGAL\)](#) and [GD \(LOCAL\)](#). No object other than a sign may be posted on Collin College property.

Before publicly posting a sign on Collin College facilities (outside of common outdoor areas), a student or registered student organization will:

1. Deliver a copy, photograph, or description of the sign to be posted.
2. Provide pertinent information including the:
 - a. Name and phone number of the student, registered student organization, department, or community member;
 - b. Proposed general location for posting the sign;
 - c. Length of time the sign will be posted; and
 - d. Signature of the student, authorized representative, and/or advisor.

Rules

Upon receipt, the appropriate Student Engagement Office staff will ensure that the pertinent information listed above is included and that the following guidelines are applied:

1. Approved items, with a maximum size of 11 inches by 17 inches will be posted neatly on appropriate bulletin boards by Student Engagement Office personnel, subject to space availability;
2. Each item to be posted will receive an approval stamp dated and signed by Student Engagement Office personnel;
3. Materials will generally be approved for a maximum period of four (4) weeks; and
4. Materials that do not conform to these posting guidelines will be subject to immediate removal.

A sign will not be:

1. Attached to:
 - a. A shrub or plant;
 - b. A tree, except by string to its trunk;
 - c. A permanent sign installed for another purpose;
 - d. A fence or chain or its supporting structure;
 - e. A brick, concrete, or masonry structure; or
 - f. A statue, monument, or similar structure.
2. Posted:
 - a. On or adjacent to a fire hydrant;
 - b. Outside of a common outdoor area; or
 - c. In a Collin College building, except on a bulletin board designated for that purpose.

Removal

The Student Engagement Office will remove all signs no later than one (1) week after the expired approval stamp date. A sign posted or attached in accordance with the provisions of this policy will not be removed by anyone without permission from the appropriate assistant director of student engagement.

Classroom Bulletin Boards

Bulletin boards located inside and directly outside each classroom will be under the jurisdiction of the campus provost on each individual campus or designee.

Expressive Activities by Students or Registered Student Organizations in Common Outdoor Areas

Common outdoor areas are designated as areas for expressive activities by students or registered student organizations.

Students and registered student organizations may engage in expressive activities in common outdoor areas, unless:

1. The person's conduct is unlawful (i.e., obscenity, defamation, incitement of lawless action, true threats, fighting words, or intimidation, as defined in the *Limitations on Content* subsection in this document);
2. The use would constitute an immediate and actual danger to the peace or security of Collin College that available law enforcement officials could not control with reasonable efforts;
3. The use would materially or substantially disrupt or disturb the regular academic program or other Collin College operations;
4. The use would result in damage to or defacement of property;
5. The material constitutes harassment, which means material that is:
 - a. Hostile, threatening, or intimidating;
 - b. Directed at a specific person or persons, and
 - c. Is sufficiently severe, pervasive or persistent, and objectively offensive that it would cause an ordinary and reasonable person to fear violence or bodily harm or creates an objectively hostile or threatening campus environment that unreasonably interferes with the person's ability to access or participate in a Collin College activity, program, service, or privilege; or
6. The material constitutes discriminatory harassment based on membership in a protected class recognized under state or federal law and is sufficiently severe or pervasive to create an objectively hostile campus or academic environment that unreasonably interferes with or diminishes another individual's ability to participate in or benefit from an activity, program, service, or privilege provided by Collin College. For examples of discriminatory harassment based on membership in a protected class, see Board policies [DIAA \(LEGAL\)](#), [DIAA \(LOCAL\)](#), [DIAB \(LEGAL\)](#), [DIAB \(LOCAL\)](#), [FFDA \(LEGAL\)](#), [FFDA \(LOCAL\)](#), [FFDB \(LEGAL\)](#), and [FFDB \(LOCAL\)](#).

Consistent with [Section 51.9315\(g\)](#) of the [Texas Education Code](#), Collin College may not take action against a registered student organization or deny a registered student organization any benefit on the basis of a political, religious, philosophical, ideological, or academic viewpoint expressed by the organization or of any expressive activities of the organization. The prohibition on harassment in this policy applies, however, when the words or conduct satisfy the definition of harassment as stated in items five (5) and six (6) above.

Students or registered student organizations do not need a Collin College reservation or approval for the exercise of expressive activities in common outdoor areas of Collin College.

Students and registered student will reserve a space to assemble in the common outdoor areas of Collin College.

Once a person or group reserves a certain space in a common outdoor area for assembly or expressive activities, it is not available for another person's or group's use or reservation at the same time. Therefore, any person or group using or occupying the space without a reservation must yield control of the space in time to permit any user with a reservation to begin using the space promptly at the beginning of the reserved time.

In addition, when outdoor space is being used, even on a temporary basis, for Collin College business, operations, events, an educational function, or a research function, it is not part of the common outdoor area available for use for others' expressive activities.

Reservations for assembly or expressive activities in the common outdoor areas of Collin College may be made through the Conference Services Department on a form prescribed by them or through a request sent to [Conference Services@collin.edu](mailto:Conference_Services@collin.edu). If the expected attendance at an assembly or expressive activity is 15 or more people, advance notice and a reservation of no less than two (2) weeks is required. Individuals are encouraged to seek a reservation of a space that is suited to their assembly's anticipated size.

Time, Place, and Manner Rules for Common Outdoor Areas

In addition to the specific rules addressed in this policy for distribution of literature, expressive activities by students or registered student organizations in common outdoor areas are subject to all of the time, place, and manner rules listed in Board policy [GD \(LOCAL\)](#), as outlined below.

In addition to the specific rules addressed in Board policy [GD \(LOCAL\)](#) for required conduct, distribution of literature, and permissible solicitation, the following rules will also apply to the use of common outdoor areas:

1. Expressive activities may not be disruptive.
2. Expressive activities may not include statements directed to inciting or producing imminent violations of law under circumstances such that the statements are likely to actually and imminently incite or produce violations of law, including, but not limited to, violence or threats of violence.
3. Literature may be distributed, but not sold.
4. Any person who uses common outdoor areas or distributes literature or materials in common outdoor areas is responsible for cleaning up any literature, materials, or other trash that was discarded or leftover.
5. Signs may not be larger than 24 inches by 24 inches. Signs may be held or carried by hand. However, signs may not be attached to sticks, poles, wooden or metal handles, a person (i.e., a sandwich board sign), or other similar assembled items.
6. Signs constructed of rigid materials, including sticks, poles, wood, metal, hard plastic, or other materials that could be construed as a hazard, are not permitted.
7. Any person holding or carrying a sign will exercise due care to avoid bumping, hitting, or injuring any other person.
8. Banners on poles may not be carried by individuals.
9. Hand-held banners carried by two (2) or more individuals (without poles) are permitted in temporary banner spaces designated by Collin College.
10. Tables may not be set up in common outdoor areas, unless they are requested by a student or student organization in advance through a request submitted to the Conference Services Department. Otherwise, individuals or community groups may not set up any tables in common outdoor areas of Collin College.
11. Amplified sound may not be used in common outdoor areas, particularly when it disrupts Collin College business, operations, meetings, events, an educational function, a research function, or otherwise violates state law.
12. Guest speakers are allowed in common outdoor areas.
13. Guest speakers may not distribute literature that violates the rules in this policy.

14. Guest speakers may not accost bystanders or others who have chosen not to attend the speech or discussion.
15. Guest speakers may not set up exhibits or tables outside of the common outdoor areas or inside Collin College buildings or facilities.
16. For any assembly, with or without a guest speaker, that has an expected attendance of 15 or more participants (including counter-demonstrators), advance notice and a reservation are required to help the Conference Services Department improve the safety and success of expressive activity.
17. Requests or reservations to schedule events during the last two (2) weeks of a semester or term may be denied to prevent disruption of Collin College operations and instructional programs or to comply with state law.
18. Tents, awnings, camps, temporary living accommodations, and shelters will not be permitted in common outdoor areas, as also prohibited in Board policy [GD \(LOCAL\)](#).
19. In accordance with state law, individuals engaging in expressive activities on campus may not wear a mask, facial covering, or disguise that:
 - a. Conceals the identity of the wearer and
 - b. Is calculated to obstruct the enforcement of these rules or the law, to prevent identification, or to intimidate, hinder, or interrupt a Collin College employee or police officer in the lawful performance of their duties.This prohibition is not intended to prohibit masks worn for religious reasons, for health reasons, or as part of Collin College-sponsored activities or performances.
20. Individuals engaging in expressive activities on campus are prohibited from lowering Collin College's institutional flag, the flag of the United States, or the Texas flag with the intent to raise the flag of another nation or the flag of an organization or group of people.
21. Individuals engaging in expressive activities on campus are prohibited from assembling during hours which the Collin College campuses may be closed or other hours as reasonably determined by Collin College to prevent disruption of campus operations and instructional programs.

If there is uncertainty about applicable rules, the appropriateness of the planned location, or possible conflict with other events, persons and organizations are encouraged to consult the district dean of students or designee. Should the size of the assembly exceed the maximum number of participants that is safe for a given location, participants will be directed by campus authorities to relocate to a space that is better suited to the size of the assembly.

Facilities Use

Other than the use of common outdoor areas, the facilities of Collin College will be made available to students or registered student organizations when such use does not conflict with use by, or any of the policies and procedures of, Collin College. The requesting students or registered student organization will pay all expenses incurred by their use of the facilities in accordance with a fee schedule developed by the Board of Trustees (Board). For more information on registered student organizations, see Board policies [FKC \(LEGAL\)](#) and [FKC \(LOCAL\)](#).

The use of facilities and the distribution of materials in College District common outdoor areas are subject to the policies set out in Board policy [GD \(LOCAL\)](#).

Requests

To request permission to meet in Collin College facilities, interested students or registered student organizations will submit a request through [CougarConnect](#) with the Office of Student Engagement in accordance with administrative procedures.

The students or the registered student organization making the request will indicate that they have read and understand the policies and rules governing use of Collin College facilities and that they will abide by those rules.

Students and registered student organizations may, and are encouraged to, reserve a space to assemble in the common outdoor areas of Collin College. Once a person or group reserves a certain space in a common outdoor area for assembly or expressive activities, it is not available for another person's or group's use or reservation at the same time. Therefore, any person or group using or occupying the space without a reservation must yield control of the space in time to permit any user with a reservation to begin using the space promptly at the beginning of the reserved time.

Approval

The appropriate assistant director of student engagement will approve or reject the request in accordance with provisions of and deadlines set out in this policy and administrative procedures, without regard to the religious, political, philosophical, ideological, academic viewpoint, or other content of the speech likely to be associated with the student's or registered student organization's use of the facility.

Approval will not be granted when the official has reasonable grounds to believe that:

1. The Collin College facility requested is unavailable, inadequate, or inappropriate to accommodate the proposed use at the time requested;
2. The applicant is under a disciplinary penalty or sanction prohibiting the use of the facility;
3. The proposed use includes non-permissible solicitation. For more information, see Board policies [FI \(LEGAL\)](#) and [FI \(LOCAL\)](#) and *Chapter 8: Student Solicitation on Campus* in the *Student Code of Conduct*;
4. The proposed use would constitute an immediate and actual danger to the peace or security of Collin College that available law enforcement officials could not control with reasonable efforts;
5. The applicant owes a monetary debt to Collin College and the debt is considered delinquent;
6. The proposed activity would disrupt or disturb the regular academic program;
7. The proposed use would result in damage to or defacement of property or the applicant has previously damaged Collin College property; or
8. The proposed activity would constitute an unauthorized joint sponsorship with an outside group.

The appropriate assistant director of student engagement will provide the applicant a written statement of the grounds for rejection if a request is denied.

Identification

Students or registered student organizations distributing materials on campus or using Collin College facilities will provide identification when requested to do so by a Collin College representative or Collin College Police Department officer.

Additionally, as required by state law, any currently enrolled student is required to present proof of identity or Collin College issued identification card on request by a Collin College employee or public official on the campus who is engaging in an official duty.

Any student who refuses to identify himself or herself fully may be subject to Collin College discipline, which may include suspension.

Violations of Policy Regarding Common Outdoor Areas

Failure to comply with this policy and procedures regarding use of Collin College common outdoor areas, Collin

College facilities, or distribution of literature will result in appropriate administrative action, including but not limited to, the suspension of the individual's or organization's use of Collin College facilities and the confiscation or discarding of nonconforming materials. A student or registered student organization who fails to comply with or violates this policy may be disciplined under applicable procedures provided by other Collin College policies and rules, including the *Collin College Student Handbook*, and may be referred to the District Dean of Students Office for disciplinary action. For more information, see Board policies [FM \(LOCAL\)](#) and [FMA \(LOCAL\)](#) and *Chapter 16: Student Disciplinary Procedures for Non-Scholastic Dishonesty Offenses* in the *Student Code of Conduct*.

Interference with Expressive Activities in Common Outdoor Areas

Students or registered student organizations that interfere with the expressive activities permitted by this policy will be subject to disciplinary action in accordance with Collin College's discipline policies and procedures. For more information, see Board policies [DH \(LOCAL\)](#), [FM \(LOCAL\)](#), and [FMA \(LOCAL\)](#) and *Chapter 16: Student Disciplinary Procedures for Non-Scholastic Dishonesty Offenses* in this *Student Code of Conduct*.

Appeals

With the exception of disciplinary decisions rendered through the student disciplinary process, a student who is aggrieved by a violation of this policy or by an administrative decision under this policy may file a complaint and seek review in accordance with Board policies [DGBA \(LOCAL\)](#) or [FLD \(LOCAL\)](#), as applicable. Unless there is an extension or exigent circumstances, the appeal will be heard within 10 College District business days of the filing of the appeal.

Use of Facilities and Grounds by Students and Registered Student Organizations

The facilities and grounds of Collin College will be made available to students or registered student organizations when such use does not conflict with use by, or any of the policies and procedures of, Collin College. The requesting students or registered student organization will pay all expenses incurred by their use of facilities in accordance with a fee schedule developed by the Board of Trustees (Board). For more information on registered student organizations, see Board policies [FKC \(LEGAL\)](#) and [FKC \(LOCAL\)](#).

Requests

To request permission to meet or host a speaker in Collin College facilities, interested students or registered student organizations will file a written request through [CougarConnect](#) with the Office of Student Engagement in accordance with administrative procedures.

The students or the registered student organization making the request will indicate that they have read and understand the policies and rules governing use of Collin College facilities and that they will abide by those rules.

Approval

The appropriate assistant director of student engagement will approve or reject the request in accordance with provisions and deadlines set out in this policy and administrative procedures, without regard to the religious, political, philosophical, ideological, academic viewpoint, or other content of the speech likely to be associated with the student's or registered student organization's use of the facility.

Approval will not be granted when the official has reasonable grounds to believe that:

1. The Collin College facility requested is unavailable, inadequate, or inappropriate to accommodate the proposed use at the time requested;
2. The applicant is under a disciplinary penalty or sanction prohibiting the use of the facility;
3. The proposed use includes non-permissible solicitation. For more information, see Board policies [FI \(LEGAL\)](#)

and [FI \(LOCAL\)](#) and *Chapter 8: Student Solicitation on Campus* in the *Student Code of Conduct*;

4. The proposed use would constitute an immediate and actual danger to the peace or security of Collin College that available law enforcement officials could not control with reasonable efforts;
5. The applicant owes a monetary debt to Collin College and the debt is considered delinquent;
6. The proposed activity would disrupt or disturb the regular academic program;
7. The proposed use would result in damage to or defacement of property or the applicant has previously damaged Collin College property; or
8. The proposed activity would constitute an unauthorized joint sponsorship with an outside group.

The appropriate assistant director of student engagement will provide the applicant a written statement of the grounds for rejection if a request is denied.

Announcements and Publicity

In accordance with administrative procedures, all students and registered student organizations will be given access on the same basis for making announcements and publicizing their meetings and activities.

Violations of Policy Regarding Use of Facilities

Failure to comply with this policy and associated procedures regarding the use of facilities will result in appropriate administrative action, including, but not limited to confiscation of nonconforming materials, suspension of a student's or registered student organization's use of Collin College facilities, and/or other disciplinary action in accordance with Collin College's discipline policies and procedures. For more information, see Board policies [FM \(LOCAL\)](#) and [FMA \(LOCAL\)](#) and *Chapter 16: Student Disciplinary Procedures for Non-Scholastic Dishonesty Offenses* in the *Student Code of Conduct*.

Interference with Expression

Faculty members, students or registered student organizations that interfere with the expressive activities permitted by this policy will be subject to disciplinary action in accordance with Collin College's discipline policies and procedures. For more information, see Board policies [DH \(LOCAL\)](#), [FM \(LOCAL\)](#), and [FMA \(LOCAL\)](#) and *Chapter 16: Student Disciplinary Procedures for Non-Scholastic Dishonesty Offenses* in the *Student Code of Conduct*.

Appeals

Decisions made by the administration with respect to students or registered student organizations in accordance with this policy may be appealed in accordance with Board policies [DGBA \(LOCAL\)](#) or [FLD \(LOCAL\)](#), as applicable.

Publication

This policy and associated procedures must be posted on Collin College's website and distributed in the current *Collin College Student Handbook*. They must also be distributed to students at orientation.