

Subject: Solicitation Policy  
Number: 551  
Issued by: Director of Student Life  
Date: July 31, 2007

Purpose: the University of South Carolina Beaufort has the duty and responsibility to maintain a safe and healthy environment conducive to its principle mission of education. At the same time, the University recognizes and respects the constitutional protection of free speech as well as the individual student's right to privacy. Accordingly, the University hereby adopts this solicitation policy for the purpose of establishing reasonable time, place and manner restriction on campus solicitation.

Definition of solicitation: Solicitation is defined as contact for the purpose of:

1. Soliciting funds or sales or demonstrations that result in sales;
2. Distributing advertising or other materials;
3. Compelling data for surveys, programs, or other programs;
4. Recruiting members or support for an organization or cause;
5. Providing educational information sessions (exclusive of formal University of South Carolina Beaufort academic classes).

Even within areas open to solicitation, this contact may not be substantially disrupt or materially (or significantly) interfere with the educational, administrative, or operational activities of the University. Commercial speech which is false, fraudulent, or misrepresentative is not permitted. Events which are in violation of local, state or federal law, Board of Trustees policy, or rules, regulations, an guidelines of the University are prohibited.

An even 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 as a principle goal to incite a riot or to disrupt other activities, may be denied the privilege to use University facilities or grounds for solicitation.

Areas Available for Solicitation:

Although the University is devoted to the public in many ways, the entire campus is not a public forum. Public access to some portions of the campus must be limited to achieve the school's educational mission, to retain student privacy, and to meet safety and health requirements. However, some areas are open for solicitation within the guidelines established by this policy. Prior approval through established registration and reservation procedures (available at the Student Life Office) and the approval of the Director of Student Life are necessary in order to utilize these areas. These areas are:

- A. designated areas in the front lobby of the PAC
- B. the Student Lounge
- C. other specifically designated areas formally contracted through the University for the purpose of advertising goods and services to the USCB community upon the approval of the Chancellor, Vice Chancellor for Student Development, or designee.

### Distribution of Literature

Distribution of literature by University or non-University individuals or organizations is subject to this solicitation policy to prevent harassment of students and to maintain the campus environment. The person-to-person distribution of literature by University or non-University individuals or organizations is restricted to the areas available for solicitation and must be registered and reserved in advance through the Vice Chancellor for Student Development (or designee). The posting of literature by University or non-University individuals or organizations is restricted to appropriate reserved areas of bulletin boards in all University buildings subject to the documented approval and instruction of the Director of Student Life. Some bulletin board space is designated for University activities only. The posing or attachment of flyers, posters, advertisements, or announcements of any type on the exterior of buildings, trees, sidewalks, light posts, parked cars, or other similar structures is prohibited.

### Direct Mail Solicitation

The University of South Carolina Beaufort mailroom is responsible for providing services for USC faculty, staff and students for official University business only. Mail determined to be of a personal nature (such as checks, bank statements, utility bills, personal packages) will be returned to the sender. The only exception to the policy is mail service to the student newspaper.

University Intra-Campus Mail Service cannot be used by faculty, staff, students, or outside businesses or organizations for advertising, campaign notices, solicitation, or for any purpose that is not determined official University business. No USC Beaufort mailing list will be available for use other than for official University of South Carolina business. (Student organizations may be contacted through the Office of Student Activities.)

### Policy on Sales Solicitation

Solicitors and tradespersons, including students, faculty or other University personnel, are prohibited from entering University grounds or buildings of the University of South Carolina Beaufort for the purpose of transacting business with students, faculty, or other University personnel, unless they have been issued a letter of permit for this purpose by the Office of the Vice Chancellor for Student Development (or designee).

### Student Organizations

Registered USCB student organizations may solicit in designated areas under the following conditions:

- a. The organizations must complete a space reservation for available from the Director of Student Life's office.
- b. The Vice Chancellor for Student Development must be made aware of outside speakers and/or performers being brought through sponsorship by USCB student organizations to the campus.
- c. The Vice chancellor for Student Development (or designee) must approve student fund raising activities; a fund raising audit sheet must be completed after each event.

- d. Any use of space not normally designated for use by student organizations and University departments must be requested in writing from the Vice chancellor for Student Development [(((( Director of Student Life)))] or designees.

( Classroom space?)

#### Statement of Equity

Approval to solicit on the University of South Carolina Beaufort campus shall not be granted in an arbitrary or capricious manner upon the basis of the content of the proposed speech related activity. Any constitutionally protected speech will be permitted within the reasonable time, place and manner restriction of this policy.

#### Outside Organizations and Individuals

An outside organization or individual wishing to come on campus for the purpose of solicitation must be sponsored by a registered USCB organization or University department. After obtaining sponsorship. The outside organization or individual must follow the procedure outlined for USCB student organizations.

Additionally, an alternative means of communication is available through the student newspaper.

#### Disclaimer:

The Solicitation Policy of the University of South Carolina Beaufort must undergo constant revision to reflect prevailing community standards and the most recent case law which constitutionally defends the rights of students as citizens as well as protecting the individual privacy of students on the University campus. Contact the Student Life Office in the Hargray Building for the most recent revisions of this policy.