

DISTRIBUTION  
AND/OR SALE OF  
PUBLICATIONS  
ON CAMPUS

A publication may be sold or otherwise distributed on campus if it:

1. Meets the U.S. Postal Service requirements for entering as second class mail;
2. Is published by or with the approval of the College President or designee; or
3. Meets the following requirements:
  - a. The person, corporation, public association, or club has made a written application to the President or designee for a permit to sell or distribute publications or leaflets. The application shall contain the following information:
    1. Name of the publisher.
    2. Name or names of owner.
    3. Place where published, with address.
    4. Frequency of publication.
    5. Proposed sales price, if applicable.
  - b. The distributor warrants to hold the District harmless in any dispute, claim, or legal action resulting from the distribution or sale of the publication.

PETITIONS,  
HANDBILLS, AND  
LITERATURE

Each petition, handbill, or piece of literature shall identify the person or organization distributing it.

No person or organization may publicly distribute on College District property one or more petitions, handbills, or pieces of literature that are obscene or libelous, or that contain a non-permissible solicitation. Distribution must be conducted so as not to interfere with free and unimpeded flow of pedestrian and vehicular traffic or to disturb or interfere with academic or institutional activities.

No person or organization may distribute literature by accosting individuals, or by hawking or shouting. The distributor must clean the area around which the literature was distributed.

TIME, PLACE, AND  
MANNER  
RESTRICTIONS

The President or designee shall designate times, locations, and means by which non-school literature that is appropriate for distribution may be made available or distributed by students, registered student organizations, or others at College District facilities.

Distribution of non-school literature shall be conducted in a manner that:

1. Is not disruptive;
2. Does not impede reasonable access to College facilities;
3. Does not result in damage to College facilities;
4. Does not coerce, badger, or intimidate a person;
5. Does not interfere with the rights of others;
6. Does not violate College procedures or policy; and,
7. Does not violate local, state, or federal laws.

SIGNS

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

Except for non-permissible signs, as defined herein, a student or registered student organization may publicly post a sign on District property in areas or locations designated by the Vice President of Student Services. No object other than a sign may be posted on District property.

Before publicly posting a sign, a student or registered student organization must:

1. Deposit in the Vice President of Student Services' office a copy, photograph, or description of the sign to be posted.
2. Give notice to the Vice President of Student Services on a form prescribed by the College President or designee and which may contain the following information:
  - a. The name of the student or organization; and, if an organization, the name of its advisor.
  - b. The proposed general location for posting the sign.

- c. The length of time the sign will be posted.
- d. The signature of the student; or, if an organization, the signature of its authorized representative and the signature of its advisor.

3. Place the date of posting on each sign posted.

A sign may 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.
- f. A statue, monument, or similar structure.

2. Posted:

- a. On or adjacent to a fire hydrant.
- b. On or between a curb and sidewalk.
- c. In a college building except on a bulletin board.

A student or organization shall remove each of its signs not later than 14 days after posting or attaching or, if it relates to an event, not longer than 24 hours after the event to which it relates has ended. At the time of removal, the student or organization shall clean the area around which the sign was posted.

No person may remove a sign posted or attached in accordance with this section without permission from the Vice President of Student Services, the student, or the registered student organization.

NON-  
PERMISSIBLE  
SIGNS

No student or registered student organization may post or carry a sign that:

1. Involves a non-permissible solicitation.
  2. Contains material that is obscene or libelous.
  3. Is larger than 22 inches by 28 inches, unless authorized by the Vice President of Student Services.
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