

## A GUIDE FOR STUDENT ORGANIZATIONS

Protest activity has a storied history at the University at Albany and is seen as part of the educational environment. The University supports and encourages responsible protest activity from its student organizations.

The University at Albany respects and supports students' efforts to exercise their rights to free speech and assembly. Through the Office of *Student Involvement & Leadership*, the University will provide the appropriate support for the successful implementation of these events. **Following University procedure will ensure a safe and effective protest activity.**

Every effort will be made by the University to respond affirmatively to all requests to engage in protest activity. However, consideration must be given to the time, place and manner of the protest activity ***to insure the health and safety of the participants*** and the ***non-interference with authorized University business, activities or events.***



STUDENT INVOLVEMENT & LEADERSHIP

UNIVERSITY AT ALBANY State University of New York

CAMPUS CENTER 130

518-442-5566

# How to organize a safe, effective and authorized protest:



Contact *Student Involvement & Leadership* in Campus Center 130 **a minimum of 5 business days** prior to the proposed date and time to complete an event registration form. A professional staff member will contact you within 24 hours to discuss the proposed event. Full disclosure regarding the nature of the program is essential in order to approve your activity.



Once your event registration form is reviewed, a professional staff member will notify you of the approval of the event as well as the time, place and manner in which the event will be held.



While every attempt will be made to accommodate all requests, some modifications to your protest activity registration may be required due to the availability of the proposed time and place of the protest/rally activity. Your *Student Involvement & Leadership* liaison will inform you of these modifications and guide you as you plan your protest activity.



*In the event that the proposed activity is planned in direct response to a current event, Student Involvement & Leadership realizes that it may not be possible to submit a request five business days in advance. In such cases, the event organizer should meet **as soon as possible** with a liaison in Student Involvement & Leadership in order to coordinate the protest activity.*

## Important Things to Consider When Organizing a Protest Activity:

- ◆ Protest activity will most likely be confined to an outdoor location.
- ◆ The use of amplified sound will only be permitted when it will not be disruptive of any University programs and as long as it is consistent with the University's Sound Policy. The Sound Policy is available in brochure form from *Student Involvement & Leadership*.
- ◆ Protesters must not intimidate participants of other programs nor prohibit the successful implementation of another group's event.
- ◆ Picket signs will not be permitted inside University facilities.
- ◆ Students whose conduct disrupts authorized University activities or programs will be required to leave the event and will be subject to University judicial action.