

EvCC6140P: COLLEGE DISTRIBUTION OF LITERATURE PROCEDURE

Original Date: May 23, 2007

Revision Date: December 2017

Policy Contact: Executive Vice President of Instruction & Student Services

POLICY

In order to ensure an atmosphere in which the discussion of diverse points of view and ideas may exist, the following policy with regard to the distribution of printed matter will be implemented.

- (1) Printed matter by students and student organizations may be distributed in an orderly and non-forceful manner in only such areas as may be designated by the chief student affairs officer or designee except that:
 - a. Non-instructional printed matter shall not be distributed in the classroom during regularly scheduled class time unless otherwise approved by the class instructor. Exceptions to this procedure may be made for special educational purposes and/or emergencies by the president, chief student affairs officer, or designee. If and when this occurs, the class instructor, appropriate academic dean, and students in the class shall be notified in a timely fashion;
 - b. Printed matter shall not be distributed in college buildings other than in specifically designated areas or in any area where the distribution of printed matter would restrict the physical passage of students or interfere with the instructional program and administrative and student support functions unless otherwise approved on a temporary basis for a specific informational purpose by the chief student affairs officers or designee;
 - c. Printed matter shall not be placed on any vehicle parked on the campus;
 - d. Posters and advertising bulletins must be approved before they may be posted on campus, and they shall be posted only on informational display boards/areas designed for this purpose. In general, students have the right to display posters and advertising bulletins and are expected to do so per the campus posting procedures. Class projects by students to be displayed outside of the classroom must be on designated boards or areas designated for this purpose and approved by the class instructor. Posters and advertising generated for student activity related events and programs must be approved for posting by the office of student activities. Posting rules and guidelines may change periodically and in some cases be specific to a building and/or area of the campus. In general, material concerning off-campus activities will not be approved unless it is determined to be special services to EvCC students;
 - e. In addition, designated points of distribution will be made available on campus.
- (2) As the content of printed matter, the college will be guided by state and federal laws and principles regarding free speech.
- (3) A system of prior censorship is to be avoided if at all possible. Therefore, maximum cooperation of students, faculty and administration will be necessary. Matters of interpretation regarding these procedures and questions as to the content of any displayed material will be handled by the chief of student affairs officer.
- (4) Printed matter originating with an off-campus individual(s) or organization must be registered with the director of student activities before distribution will be permitted.

RELEVANT LAWS AND OTHER RELATED INFORMATION:

[RCW 28B.50.140](#)

[WAC 132E-122-140](#)

REVISION HISTORY

Original Date: May 23, 2007

Revision Date: January 27, 2014
December 2017

APPROVED BY

Board of Trustees