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No one shall enter or otherwise remain on University Property between the hours of 10 p.m. and 6 a.m., or at such other times as published or posted by University housing and residential programs, and other similarly specialized University programs. This prohibition shall not apply to persons possessing valid written authorization from a University official, persons on legitimate University related business, or persons attending a specific University sponsored event. Those persons with legitimate University business reasons, valid written authorization, or attending a University sponsored event, shall be allowed to remain and access University Property as allowed in their authorization or through the duration of the specific event, after which time they shall leave University Property without any appreciable delay. This prohibition shall not apply to persons transiting on a roadway or path designated as open to the public.

Access to and use of designated University Property must be scheduled and registered in advance, as noted in the list of University Property set forth below. Certain uses of University Property may be subject to fees, require liability insurance, and/or an indemnity agreement which must be provided by those who seek to engage in such uses. All users assume responsibility for all damage they cause to University Property. Failure to pay for damage to University Property may jeopardize future access to and/or use of University Property and can result in discipline for Students and Employees who are responsible for the damage, as well as civil or criminal action.

For purposes of this Addendum the following terms shall apply, as set forth in the CSU's Systemwide Time, Place, and Manner Policy:

A Public Area is University Property that is available for public assembly, marches, demonstrations, protests and debate. Right of access and equality of access are provided in these areas, so long as activities are lawful and do

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
1.	Paved pedestrian walkways and lawns on University Property, except to the extent the particular walkway or lawn is expressly categorized otherwise in this Addendum	6:00 a.m. to 10:00 p.m.	Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum	Public
2.	FO2 – FO3 Courtyard	8 a.m. to 5 p.m.		
		N/a		

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
13.	COB North Lawn	6:00 a.m. to 10:00 p.m.	Non-amplified speech and expression permitted including distribution of non-commercial printed m	

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	Place	Day and Time Available	Permitted Manner of Use	Type of Place
25.	FA2 North Palm Tree Courtyard	8:00 a.m. to 10 p.m.	Tabling, receptions	Limited
26.	Ficus Grove (East and West)	8:00 a.m. to 5:00 p.m.	Tabling, non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum	Limited
27.	FO3 East Lawn	8:00 a.m. to 5:00 p.m.	Tabling	Limited
28.	FO4 South Courtyard	N/a	N/a	Non-Public
29.	Friendship Walk			

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
33.	Hardfact Hill	6:00 a.m. to 10 p.m.	<p>Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum</p> <p>\$ P S O L V I R X Q G S H U P L W W H G Z L W K D G Y D Q F H Z U D W W H R P D S S U R Y W K H I L F H R I 6 W X G H Q W / L I H D Q G ' H Y H O R S P H Q W Z L W K L Q W K H W L P H S H U L R G W R E G O L P L W D W L R Q V V H W I R U W K L Q , 6 H F W L R X Q G \$ P S O L I L F E H W L R Z '</p>	Public
34.	Horn Center	N/a	N/a	Non-Public
35.	Horn Center Patio North & South	8:00 a.m. to 10 p.m.	<p>Tabling, receptions, non-amplified speech and expression permitted, including distribution of non-commercial</p>	

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
36.	HHS1 West Lawn	6:00 a.m. to 10 p.m.	Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum \$PSOLILHG VRXQG SHUPLWWHG Z DGYDQFH ZBYDWHR DSSU WKH 2IILFH RI 6WXGHQW /LIH DQG 'HYHORSPHQW ZLWKLQ WKH WLP SHULRGWDXHU OLPLWDWLRQV VHW IRUWK LG, 6HFRXQG \$PSOLILFDWLRQ' EHZ	Public
37.	HHS2 East Lawn	6:00 a.m. to 10 p.m.	Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum \$PSOLILHG VRXQG SHUPLWWHG Z DGYDQFH ZBYDWHR DSSU WKH 2IILFH RI 6WXGHQW /LIH DQG 'HYHORSPHQW ZLWKLQ WKH WLP SHULRGWDXHU OLPLWDWLRQV VHW IRUWK LG, 6HFRXQG \$PSOLILFDWLRQ' EHZ	Public
38.	HSD North Lawn	8 a.m. to 10:00 p.m.	Outdoor Learning Space, tabling, receptions	Limited
39.	Killingsworth Plaza	N/a	N/a	Non-Public
40.	LA 1 North Lawn	8 a.m. to 5 p.m.	Tabling, receptions	Limited
41.	LA 2 North Lawn	8 a.m. to 5 p.m.	Tabling, receptions	Limited
42.	LA 3 North Lawn	8 a.m. to 5 p.m.	Tabling, receptions	Limited
43.	LA 4 North Lawn	8 a.m. to 10 p.m.	Tabling, receptions, outdoor learning space	Limited
44.	Japanese Gardens	N/a	N/a	Non-Public

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
52.	KIN Courtyard	8:00 a.m.- 10 p.m.	Tabling, receptions, non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum	Limited
53.	Pyramid Parking Structure South Lawn	6:00 a.m. to 10 p.m.	Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum \$ P S O L I L H G V R X Q G S H U P L W W H G Z D G Y D Q F H D S S U W W D I O I U R P W K H 2 R I L F W X G H Q W / L I H D Q G ' H Y H O R S P H Q W Z L W K L Q W K H W L P H S H U L R G V D Q G R W K H U O L P L W D W L F I R U L V Q K 6 H F , W L R Q 6 R X Q G \$ P S O L I L F D W L R Q ' E H O R Z	Public
54.	Psychology Courtyard	8:00 a.m. to 6 p.m.	Tabling, Receptions	Limited
55.	Pyramid	N/a	N/a	Non-Public
56.	Pyramid East Green Plaza	8:00 a.m. to 10:00 p.m.	Tabling, non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum	Limited

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
57.	Pyramid North Lawn	6:00 a.m. to 10 p.m.	<p>Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum</p> <p>\$PSOLILHG VRXQG SHUPLWWHG Z DGYDQFH ZBYDWHR DSSU WKH 2IILFH RI 6WXGHQW /LIH DQG 'HYHORSPHQW ZLWKLQ WKH WLP SHULRGVWKHU OLPLWDWLRQV VHW IRUWK LG, 6HFXRG \$PSOLILFDWLRQ' EHZ</p>	Public
58.	Pyramid North Red Plaza	8:00 a.m. to 10:00 p.m.	<p>Tabling, non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum</p>	Limited

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
70.	SRWC Entry Plaza	8 a.m. to 10 p.m.	<p>Tabling, Receptions, Activities, Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum</p> <p>\$PSOLILHG VRXQG SHUPLWWHG Z DGYDQFHDZSLURWVRO\$TURP •¥P@LWM WKH 2IILFH</p>	

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
75.	UMC South West Lawn	6:00 a.m. to 10 p.m.	Non-amplified speech and expression permitted, including distribution of non-c	

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
79.	USU South Plaza	8:00 a.m. to 10:00 p.m.	<p>Tabling, Receptions, Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum</p> <p>\$ PSOLILHG VRXQG SHUPLWWHG Z DGYDZQLHWWHQ DSSURYDO IURP WZHLHFH RI 6WXGHQW /LIH DQG 'HYHORSPHQW ZLWKLQ WKH WLPH SHULRGRWDEG OLPLWDWLRQV VHW IRUWK LQ ,6HFWRXQG \$ PSOLILFDHWLRQ</p>	Limited
80.	USU Southwest Terrace	8 a.m. to 10:00 p.m.	<p>Tabling, Receptions, Activities, Non-amplified speech and expression permitted, including distribution of non-commercial printed materials in conformance with this Policy and Addendum</p> <p>\$ PSOLILHG VRXQG SHUPLWWHG Z DGYDZQLHWWHQ DSSURYDO IURP WZHLHFH RI 6WXGHQW /LIH DQG 'HYHORSPHQW ZLWKLQ WKH WLPH SHULRGRWDEG OLPLWDWLRQV VHW IRUWK LQ ,6HFWRXQG \$ PSOLILFDHWLRQ</p>	Limited
81.	University Telecommunications Center (UTC)	N/a	N/a	Non-Public
82.	University Telecommunications Center (UTC) Courtyard	8 a.m. to 5 p.m.	Tabling	Limited
83.	University Theatre	N/a	N/a	Non-Public
84.	Vivian Engineering Center (VEC)	N/a	N/a	Non-Public

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
85.	Vivian Engineering Center (VEC) Courtya0.5 (n)-18]6.12			

- x Approval required at least 5 business days in advance.

Tier 3 Events: Tier 3 events include engagements with paid speakers and programs or events publicized outside the sponsoring organization but intended solely for a CSULB audience where an authorized University official has determined, on a viewpoint neutral basis, that the program or event requires ticketing or entry by invitation only.

- x The requesting individual or group must reserve with the Campus Events Office, located in USU-221,
- x Approval required at least 10 business days in advance.

Tier 4 Events: Tier 4 events are programs and events that are open to the general non-CSULB public and may include youth, ticketing, and national conferences. This tier typically includes contracts with off-campus vendors and/or with speakers who are expected to attract Non-Affiliates to campus.

- x The requesting individual or group must reserve with the Campus Events Office, located in USU-221,
- x Approval required at least 15 business days in advance.

Tier 5 Events: Tier 5 events are events sponsored by Non-Affiliates that have been determined by University Police, on a viewpoint neutral basis, to require a security/threat assessment.

- x The requesting individual or group must reserve with the Events Services Office, located in Brotman Hall 320,
- x Approval required at least 30 business days in advance.

Recognized Student Organizations and University-affiliated individuals or departments wishing to construct temporary art installations on University Property as part of a class or academic-related project must consult with the SLD Director before the proposed installation date.

Once reviewed, information concerning the proposed art installation will be forwarded by the SLD Director to the Campus Events Office for further processing. Final approval must be received by the requesting individual or department no less than 10 business days before the proposed installation date.

University and Associated Students, Inc. (ASI) sponsored events with anticipated attendance of 200 persons or more should have a qualified interpreter/translator to provide access to attendees who may be deaf or hearing impaired. For events with an anticipated attendance of less than 200 persons, campus community members may request a qualified interpreter/translator. To inquire about obtaining such services, contact the Bob Murphy Access Center (BMAC) in the Student Success Center, Room 110, BMAC@csulb.edu, at least two weeks prior to the event.

Individuals or organizations in violation of these scheduling policies and procedures are subject to discipline or penalties, including (without limitation) a written warning, a charge to cover restitution for damages, restriction from future use of facilities, and/or other sanctions, as appropriate to the circumstances and the violation. Sanctions may be imposed by the venue operator as defined in the CSULB Facilities Use Procedural Guidelines and/or by the University Hearing Officer for students found to be in violation of the Student Code of Conduct.



Recognized Student Organizations may submit requests for an approved exception to these scheduling and 4th (x7) up to 8 (x1) 1318



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WKL8YHUXLONOW 8QLRQ HVFDODWRU QHZVSDSHU UDFNV
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L L No materials may be placed within 200 feet of the Bellflower Boulevard and Beach Drive entrances to campus or within 200 feet of the 7th Street entrances at East and West Campus Drives. This restriction includes the campus perimeter between East

- b) Date Posted: All posted material must clearly indicate the date posted.
- c) Number Limits: Only 2 flyers or 1 poster per campus event, activity, or program is allowed per kiosk.
- d) Size Limits: Flyers should be no more than 8½ x 11 inches in size. Posters cannot exceed 17 x 22 inches in size.
- e) Time Limits: Material cannot be posted more than 10 business days before the event or activity and must be removed within 3 business days after the event or activity. Recognized student organizations may post their general meeting materials for no more than 10 business days during the first four weeks of each semester.
- f) No Obstruction: Postings may not cover or obscure previously posted material.

3) Interior Announcement and Bulletin Boards:

- a) Interior announcement boards are located inside academic and administrative buildings. Interior announcement boards are hosted, managed, and maintained by individual CSULB Departments, Colleges, or Divisions.
- b) Only material that conforms to the posting requirements and procedures established by the applicable CSULB Department, College, or Division is permissible.
- c) Check with the appropriate Dean's Office, Department, or Division for information concerning the posting requirements and procedures applicable to specific announcement boards.

4) Outdoor Signs, Posters, and Banners: With approval from the Office of Student Life and Development, Recognized Student Organizations and University-affiliated groups or departments may display signs, posters, or banners for the purpose of publicizing campus events, activities, or programs. Such displays must comply with all of the requirements in Section IV.B.1 above as well as with the following additional requirements:

- a) The name of the Recognized Student Organization or the University-affiliated Department sponsoring the campus event must be clearly indicated, together with the date, time, and location of the event.
- b) Signs cannot exceed 3 x 3 feet. Banners cannot exceed 3 x 6 feet. Posters attached to stakes cannot exceed 17 x 22 inches, be more than 3 feet from the ground, or have stakes longer than 3 feet. Sign stakes not to exceed 12" into the ground. All damage of underground utilities and landscape because of staking is at the organization's expense. Any staking deeper than 12" needs to be preapproved by facilities management.
- c) Signs and banners used in a tandem configuration (i.e., by placing one above the other) cannot exceed 6 feet in height.
- d) The maximum number of displays allowed per event is 20 special event signs or 25 posters on stakes and 3 banners.
- e) Signs and posters on stakes may be placed in grassy areas, provided they are placed no less than 3 feet away from all other special events signs or posters on stakes; do;

f) Signs, posters, and banners may be placed no more than 7 business days before the campus event and will be removed within 3 business days after the campus event. Signs, posters, and banners not removed within 3 business days after the campus event may be charged a clean-up fee and/or restricted from posting for a period of time. Students and student organizations will be referred to the Office of Student Conduct and Ethical Development.

5) University Student Union (USU) Display Cases: The display cases in the USU Union Plaza and Terrance are available for students, faculty, and staff of CSULB for a period of 5 business days only, one case at a time. To request permission for use, complete and submit the USU Display Case form available on BeachSync ([https://csulb.campuslabs.com/engage/submitter/forno\(ai\)16.3 \(ln\)10.1 \(f \)TJ0.046 Tc -0 of](https://csulb.campuslabs.com/engage/submitter/forno(ai)16.3 (ln)10.1 (f)TJ0.046 Tc -0 of)

x : Two versions (15-20 minutes and 45-60 minutes) covering effective communication, listening skills, and understanding free speech.

x : Students will learn to identify and utilize communication and listening skills, engage in conflict resolution, and access relevant resources.

2. :

x Three levels of training focusing on self-reflection, balancing care and accountability, and learning from advocates.

x Staff will develop strategies for facilitating a safe and respectful learning environment, understand university p, undening

- x [Faculty/Staff Assistance Program](#)
 - o 562-985-7434
- x [LifeMatters](#) by Empathia
 - o (800) 367-7474

[Student Life & Development | California State University Long Beach \(csulb.edu\)](#)

[Disciplinary Procedures for Officially Recognized Clubs and Organizations](#)