

Matanuska-Susitna College (MSC) is a venue where many voices can be heard and many perspectives debated. The college believes the establishment of clear guidelines for working with off-campus groups will help facilitate and maximize the free speech experience and respect of diversity and all it encompasses at MSC. This policy applies to recognized off-campus groups or individuals that desire, on MSC property, to advocate a position, collect petition signatures or provide information on a service or product. Unlike groups that reserve classrooms for meetings, these groups desire to share information about their group, the position they support on an issue(s) or product/service their organization provides. Their goal is to increase support for their group, cause, product, or service and to provide this information through brochures, pamphlets and one-on-one dialogue with MSC students, faculty, staff and campus visitors. These groups include non-profit and for profit groups and businesses.

### **Guidelines for Solicitation and Use of MSC Facilities**

- The Atrium, between the JKB entry doors and the library, is the designated location for such groups.
- Groups will schedule the Atrium through the director's office at least one week in advance of the planned event.
- Such events will only be permitted during campus business hours.
  - Mat-Su College will provide the group one table and two chairs in the Atrium. Groups are not permitted to bring in additional tables or chairs.
  - Signs and banners up to 3' X 4' will be permitted, and will not be affixed to the walls, but can be placed in front of or attached to the table, or on a group-provided easel.
- The maximum amount of time reserved will be eight hours per semester per group.
  - Groups may schedule one-eight hour period of time in one day or two 4-hour periods over the course of two days.
  - There will be no charge for the setup of a table and two chairs in the Atrium.
- Group representatives will not interfere with the free movement of individuals, cause a safety hazard or disrupt the learning environment for faculty, staff, students or campus visitors.
- Petitioners may collect signatures on college property outside of MSC buildings provided it doesn't interfere with the free movement of individuals, cause a safety hazard or disrupt the education learning environment.

### **Solicitation at Attendance-Mandatory MSC Events**

Non-university organizations will not be invited nor permitted to solicit MSC employees or students at attendance-mandatory events held on campus property. Such organizations may be allowed to disseminate information either before or after the actual event takes place when attendees are free to leave, following the above guidelines for solicitation and use of MSC facilities.

**Contact Information:** 907-745-9726 or <http://matsu.alaska.edu/offices/directors-office/>

**Community Room Request:** <http://matsu.alaska.edu/offices/directors-office/community-room/>