

DESIGNATED PUBLIC FORUM RULES OF CONDUCT

While vigorous discourse and the sharing of ideas is vital to our University, the rights of others to participate in learning, teaching, and other events and activities must not be infringed upon. The State University of New York (SUNY) has specific guidelines for protest activities that protect the rights of all members of the University Community. These are found in rules issued by the Board of trustees (8 NYCRR §535) for the maintenance of public order on campuses of the University and other campus properties used for educational purposes pursuant to NYS educational Law §6430.

Prohibited Conduct – No person either singly or in concert with others shall:

1. Willfully cause physical injury to another person, nor threaten to do so;
2. Physically restrain or detain any other person;
3. Willfully damage or destroy property of the campus or property under its care;
4. Signs supported by standards and/or sticks are not allowed inside University buildings;
5. Enter into any private office of an administrative officer or staff member without implied or explicit permission;
6. Enter into or remain in any campus building or facility for any purpose other than its authorized uses or in such manner as to obstruct its authorized use;
7. Remain in any building or facility after it is closed without authorization;
8. Refuse to leave a campus building or facility after being required to do so by an authorized administrative officer;
9. Obstruct free movement of people and vehicles in any place to which these rules apply;
10. Deliberately disrupt or prevent the peaceful and orderly conduct of business and meetings;
11. Deliberately disrupt or prevent the freedom of any person to express his or her views, including invited speakers;
12. Knowingly have in his or her possession upon the premises to which these rules apply, any rifle, shotgun, pistol, revolver, or other firearm or weapon;
13. Willfully incite others to commit any of the acts prohibited in this section with the specific intent to procure them to do so; or
14. Take any action, create or participate in the creation of any situation, which recklessly or intentionally endangers the mental or physical health of anyone for the initiation into or affiliation with any organization.

Failure to abide by these regulations may result in action by the University Police.



**Application for Use of the Designated Public Forum
State University of New York, System Administration**

**State University Plaza
353 Broadway, Albany
New York, 12246**

1. Formal Name of Organization or Individual (Applicant):		2. Date of Application:	
3. Organization Address:		4. Telephone:	5. Email:
6. Name of Demonstration Leader:		7. Telephone:	8. Evening telephone:
9. Leader's Address:			
10. Date of Event:	11. Day of Week:	12. Start Time:	13. End Time:
14. Nature of Event (Describe Activity):			<input type="checkbox"/> New <input type="checkbox"/> Annual
15. Location of Event: SUNY Plaza	16. Estimated Number of Participants:	17. Estimated Number of Buses:	
18. Will you be bringing any of the following equipment?			
<input type="checkbox"/> Signs, Placards	<input type="checkbox"/> Tables, Quantity_____	<input type="checkbox"/> Chairs, Quantity_____	
<input type="checkbox"/> Podium	<input type="checkbox"/> Lighting equipment	<input type="checkbox"/> Banners, Size_____	
<input type="checkbox"/> Portable Sound System	<input type="checkbox"/> Distribution of Literature	<input type="checkbox"/> Other, Indicate below:_____	
<input type="checkbox"/> Generator	<input type="checkbox"/> Portable Restrooms		
19. Will electrical power be required? <input type="checkbox"/> Yes <input type="checkbox"/> No			
20. Person(s) responsible for cleaning site:			
21. Is there a reasonable possibility that a person(s) may wish to disrupt your activity? <input type="checkbox"/> Yes <input type="checkbox"/> No If so explain:			

This application is intended for use by third parties who want to exercise their rights of free speech by using System Administration's designated public forum.

I, the applicant, have read the foregoing policy and agree to comply with the terms of use of the designated public forum as set forth in the Policy and as outlined within the Designated Public Forum Rules of Conduct.

I, the applicant, acknowledge that I am applying to use the designated public forum for free speech purposes, that I will use the designated public forum for free speech purposes, and that I will not use the forum for any other noncommercial uses that require a revocable permit in accordance with the SUNY Policy of noncommercial use of university facilities by third parties and/or commercial purposes that are not allowed on/in the System Administration facilities.

[Attached hereto and made a part hereof is a map outlining the designated public forum.](#)

I acknowledge System Administration designates this outdoor space for its designated public forum as this space is one of the most highly pedestrian trafficked areas on the State University Plaza property. The use of this space is also not likely to interfere with administrative functions.

Date:

Signature



SUNY Plaza Map

SUNY Plaza

Revised Feb 2016

