

# Co-Curricular Policy

Villanova University recognizes and supports the right of the community to gather, to organize, and to extend the learning environment of the campus beyond that of the formal classroom. This right, however, is not without corresponding responsibility or limitation.

The expectations which follow are intended to facilitate the integrity, safety and well-being of individuals and groups within our academic community, and the institution. All of the policy statements contained within the Handbook apply to individuals and to recognized student groups. Students and student organizations which are suspected of violating these policies will be referred to the Office of the Dean of Students. The appropriate procedural options for implementing the Code of Student Conduct will be used to resolve conduct which is inconsistent with policies governing the co-curricular life of the University.

## On-Campus Assemblies and Demonstrations

### A. Values

Villanova University is a Catholic, Augustinian institution of higher learning that is committed to academic excellence, academic freedom, and intellectual, spiritual, moral, and social growth. Above all, the University seeks to reflect the spirit of St. Augustine by the cultivation of knowledge and the encouragement of freedom of inquiry, by respect for individual differences, and by adherence to the principle that mutual love and respect should animate every aspect of University life.

Respecting the principles and responsibilities of academic freedom, and recognizing the importance of the perceptions of both internal and external communities, the University encourages the open exchange of ideas on a variety of subjects, including those that are controversial. In fact, Villanova officially recognizes the right and even the responsibility, at times, of the University community to express their collective or individual voices for or against a given issue. The fundamental rights of freedom of inquiry, speech, and lawful assembly both ensure and limit this right to demonstrate. Villanova, to be true to its university status, must foster investigation, concern, and the essential elements which make academic freedom a viable reality. Thus, Villanova University students, student groups or student organizations may peacefully assemble or demonstrate to address the full range of intellectual, moral, and social issues. In keeping with the educational mission of the University, the academic character and educational value of all such events is the motive and rationale for their occurrence.

Opportunities to assemble or demonstrate do not imply University approval or endorsement of the positions taken by those assembled or of their previous or subsequent views. To the best of its ability, the University will ensure that all assembled will be able to express their views and that open discussion will take place. This policy presumes that those organizing an assembly or demonstration will exercise sound judgment in establishing the particulars of a given event.

Although this policy assumes that members of the community will exhibit appropriate and respectful demeanor toward each other, it is recognized (a) that some issues may often challenge existing attitudes and beliefs and/or trigger disagreements, and (b) that no policy, no procedures, and no organizer of an assembly or demonstration, can guarantee against the possibility that an expression

may offend listeners, that some assembled may unexpectedly deviate from anticipated expression, or that participants in the event or other members of the community might engage in inappropriate behavior.

The following conditions, guidelines and responsibilities govern on-campus assemblies and demonstrations by Villanova University students, student groups and student organizations (also referred to as “Event”). If the assembly or demonstration involves an outside speaker, the provisions of the “Events and Speakers Policy” must also be followed.

## B. Conditions

1. The freedom to peacefully assemble and/or demonstrate to express the merits of competing ideas does not mean that individuals may say or do whatever they wish, wherever they wish. The University prohibits expression that violates the law, falsely defames a specific individual, constitutes a genuine threat, violates the [University’s Non-Discrimination and Non-Harassment Policies](#) or other provisions of the Code of Student Conduct, or unjustifiably invades substantial privacy or confidentiality interests.
2. The assembly or demonstration must not involve a substantial risk of disrupting classes, obstructing access to campus facilities, otherwise interfering with other ongoing University events or activities, or creating a seriously intimidating, threatening, scandalizing, and/or uncivil environment. To this end, the University may reasonably regulate the time, place, and manner of expression to ensure that it does not disrupt the ordinary activities of the institution.
3. The property of the University and that of the members of the University community are not to be damaged, destroyed or violated.
4. The assembly or demonstration must not pose a substantial risk to the physical safety of participants, bystanders or other community members.
5. The assembly or demonstration must not place undue burden on the University’s finances, facilities or other resources.
6. It is understood that some assemblies and demonstrations may support and defend positions that differ from Catholic Church teaching. The expectation is that they will do so in a responsible fashion, be open to questions and challenges from members of the community, and respectfully acknowledge, and not disparage, Church teaching. If, in the judgment of University officials, an assembly or demonstration presents a serious risk of violating these principles, the university may impose provisions and restrictions.

## C. Planning and Prior Notification Guidelines

In order to maximize the likelihood that the goals of a demonstration or assembly are met and to ensure the safety of all community members, organizers of a demonstration or assembly should adhere to the following guidelines prior to scheduling an event.

1. If the Event is organized by a recognized student group or organization, organizers should meet with the group or organization’s advisor to discuss strategies to ensure that the event will adhere to the Values and Conditions sections of this policy.
2. If the Event is not organized by a recognized student group or organization, organizers should meet with the Director for Student Involvement or his/her/their designate to discuss strategies to ensure that the event will adhere to the Values and Conditions sections of this policy.
3. After appropriate discussion, organizers should work in collaboration with appropriate university departments (e.g. The Department of Public Safety, Facilities Management) to coordinate logistics of the event to ensure compliance with the Values and Conditions sections of this policy and to meet the responsibilities outlined in Section D below.

4. Organizers should communicate the parameters that have been set for the Event by the University to all participants prior to the Event and should take reasonable measures to ensure the safety of participants.
5. When demonstrations or assemblies are scheduled, participants should expect University personnel, including members of the Villanova University Department of Public Safety, to be present for all or part of the Event. This presence is often necessary to ensure organizers' own rights are protected and the University's regular operations and activities are not interrupted. Accordingly, University representatives may film, photograph or record elements of the event. The presence of University personnel should not be viewed as an effort to deter or otherwise interfere with planned demonstrations or assemblies.

## D. Responsibilities

All Villanova University students, student groups and student organizations have the right to peaceful assembly and demonstration (including, but not limited to, rallies, gatherings, protests, and processions) on campus. However, all assemblies and demonstrations must adhere to the Values, Conditions and Responsibilities sections of this policy and must not be unduly disruptive to the life of the University or place any community member in danger. Disruptive or unsafe assemblies or demonstrations are strictly prohibited.

### *Responsibility to Ensure Safety and Security*

The responsibility of maintaining peace and order rests primarily with the individual(s) or group(s) who organized the Event. All demonstrators are expected to comply with University policies and students are additionally expected to act in compliance with the provisions of the Code of Student Conduct.

During a demonstration, the expression of viewpoints may invite or elicit a response from others, including counter-demonstrators or passersby. In all circumstances the right of others to personal expression must not be denied. Organizers should be aware that other demonstrations may also occur that may include opposing views. Maintaining peace and order is especially important under these circumstances to support a rich campus environment that is accepting of divergent expression. Accordingly, expression that is indecent, obscene or grossly offensive on matters such as race, age, ethnicity, religion, gender, disability, sexual orientation or other legally protected bases is inconsistent with accepted norms of conduct at the University and will not be tolerated.

In order to avoid any misunderstanding of what is a peaceful assembly or demonstration (permitted) and what is a disruptive or unsafe assembly or demonstration (prohibited), the following non-exhaustive list of characteristics is provided.

An assembly or demonstration is disruptive or unsafe if it includes any activity that:

- Places the health or safety of any member of the University community at risk
- Denies or unreasonably interferes with the rights of other students, faculty, or staff of the University, including the rights of others to demonstrate
- Employs force or violence or threatens force or violence against any persons or property
- Violates any ordinance or law.
- Creates a volume of noise that prevents members of the University community from carrying on their normal activities
- Results in actual or threatened destruction, damage or defacement of personal property
- Results in actual or threatened destruction, damage or defacement of University property, grounds or facilities.
- Congregates or assembles in any University building or on University property in ways that disrupts the University's normal functions.

- Takes place overnight and/or involves the establishment of encampments or similar use of tents, walls, barriers, structures or objects on University grounds, property or facilities.
- Occurs in a way that blocks entrances, exits, or passageways from or to any University building or vehicle traffic on or to the campus. Corridors, stairways, doorways, and building entrances may not be blocked or obstructed in violation of the regulations of the University or local fire codes.
- Fails to comply with any other University policy or any other lawful directive, including a directive to cease the Event.

Disruptive or unsafe assemblies or demonstrations will be suspended or stopped immediately at the direction of the Villanova University Department of Public Safety in consultation with The Vice President for Student Life or the University Provost or their designee. The University may also seek the assistance of local law enforcement to disband disruptive, unlawful or unauthorized events.

### *Responsibility to Conclude the Assembly or Demonstration*

The length of any given assembly or demonstration may vary. Demonstrations will usually be permitted to continue until and unless University officials determine that University operations and/or the rights of others have been compromised. This includes staff who may be attempting to close facilities according to the established closing hours of buildings.

At the conclusion of any assembly or demonstration, the organizers are expected to make a reasonable effort to return the grounds/area to the condition it was in before the Event. This includes properly disposing of all garbage. Any unanticipated and accidental property damage should be reported to University administrators immediately. Any property damage related to a demonstration (whether peaceful or disruptive) may result in the assessment of fees for cleaning, repairs, and replacement of property to the organization or individuals involved or both.

## Posting Policy

With respect to informing the University community of various lectures and programs by means of posters or flyers, the following criteria have been established. Posters announcing an approved University or student group sponsored event will be approved provided the criteria set forth in this policy are met.

1. All posters must be sponsored by a recognized University office or student group, whose name will appear on the poster.
2. Posters that speak to issues contrary to the teachings of the Church may be posted, if the poster encourages intellectual discussion and unfettered inquiry of the issues.
3. Poster approval does not imply University endorsement. Posters will be stamped by the office responsible for the student group. Campus Mission and Ministry, Office of Fraternity and Sorority Life, Peace & Justice Education, Residence Life and Student Involvement may all stamp posters with their own stamps. Other University departments and offices, as well as non-student group posters will receive approval through the Office of Student Involvement. Approval stamps must include the notation "Approved for Posting - Approval Does Not Imply University Endorsement."
4. Posters will not be approved if any of the following apply:
  - The message asserts or implies official University approval of any viewpoints expressed.
  - The message offends community standards of good taste.
  - The message contains language or symbols which are abusive or demeaning to specific social groups.
  - The message denies respect for the dignity of individuals.
  - The message appears libelous.
  - The message encourages the sale or use of alcohol or promotes establishments selling alcohol.
  - The message promotes or facilitates any aspect of substance abuse.

- The message encourages or seeks to incite specific illegal acts.
  - The message promotes goods or services sold for personal profit or which are sold by off campus persons or companies who are not sponsored by a University office or recognized student group.
  - The message promotes non-campus related activities of commercial sponsors. Posters promoting activities and events of other non-profit institutions and organizations may be approved in limited numbers provided they do not violate the other criteria listed here.
5. Posters may be placed in designated areas only and never on painted surfaces, walls, glass windows or doors. Chalking including but not limited to the purpose of informing the University community regarding programs, events, or services is prohibited in any area on campus. Posting location guidelines can be found in the Office of Student Involvement in 102 Dougherty Hall.
  6. Student organizations or University offices who wish to hang banners on campus must be approved in advance by the respective office, department, or office representing the student organization. Banners can only be hung from Dougherty Hall, the Connelly Center (inside and outside), and between Sullivan and Sheehan Residence Halls. Banner space will be reserved on a first come, first serve basis by visiting the Office of Student Involvement in 102 Dougherty Hall. Groups are responsible to provide all needed supplies. Facilities management will hang banners for up to one week or approved period by Student Involvement. Please visit 102 Dougherty Hall for assistance in submitting facilities requests to hang banners.
  7. In the unusual circumstance of an appeal for permission to post, the student group will appeal to the Poster Policy Committee. The committee will be convened by the Vice President for Student Life for deliberation. A recommendation will be made to the Associate Vice President for Student Life for final adjudication. The committee will consist of the Associate Vice President for Student Life, Director of the Center for Peace and Justice Education, Director of Student Involvement, faculty member named by the American Association of University Professors, the Student Government President, and the editor of the Villanovan.

For additional information, also see the University's Speakers Policy.

## Publications Policy

The goal of all student publications is to give students the opportunity to develop and polish skills in communication, to express opinions, and to inform, enlighten, and amuse the University community. University support of student publications does not restrict freedom of speech, but does imply honesty, responsibility, and sensitivity in writing and editing.

Under University Guidelines for University-Sponsored Publications, all publications must conform to all applicable state and federal law, may not be inconsistent with their setting in a Catholic University, and must include honest, accurate, and fair reporting.

### Purpose

The purpose of this Student Organization Publication Policy is to establish guidelines for publications by student organizations and other student media organization expression.

Central to a university is the conception, sharing and promulgation of ideas and information. Education of this nature flourishes in an environment of free expression where the institutional community dialogues with itself and other parties outside the University. John Paul II's *Ex Corde Ecclesiae* states, "The source of [a Catholic university's] unity springs from a common dedication to the truth, a common vision of dignity of the human person, and ultimately the person and message of Jesus Christ, which gives the institution its distinctive character." In a Catholic university setting, this discourse must always be respectful and charitable. The University expects its publications, broadcast venues, and any other form of student organization medium to approach discourse with mutual respect, intellectual rigor,

moral integrity, and accepted standards in journalism. An accurate and honest dialogue must ensue while the parties involved maintain a commitment to the community of Villanova University, its mission and its Catholic heritage.

Discourse of ideas and information is realized in countless forms including, but not limited to, student publications such as articles, radio broadcasts, television, student organization promotional materials, student organization blogs or social media posts, or internet broadcasts that are published by student organizations. Likewise, within each of these media, are countless outlets for further expansion of a particular discourse - advertisements, cartoons, comics, and humor segments. It is the obligation of each medium to aid the University and its constituents in promoting discourse and advancing the exchange of ideas and information. Each medium allows members of the University the opportunity for self-reflection and criticism, an openness to opposing perspectives, as well as a window for further development. In expanding viewpoints and perspectives rather than limiting them, an environment of free expression with numerous media approaches the institution's goal of the pursuit of truth.

## Policy

All publications must conform to the standards articulated in the Preamble and Purpose. All state and federal laws that are applicable to publications or expression by any institutions or by individuals are also applicable to Villanova University. Fraudulent, obscene or libelous publications or expression may expose the University to civil or criminal liability. Accordingly, every possible effort must be made to avoid such expression. Publications or expression that include unlawful activity, or activity that endangers or imminently threatens to endanger the safety of any member of the community or of any of the community's physical facilities, or any activity that disrupts or obstructs the functions of the University or imminently threatens such disruption or obstruction, are unacceptable. Likewise, publications or expression that are indecent, obscene, demeaning, threatening, harassing, or offensive on matters, including but not limited to, race, ethnicity, national origin, religion, gender, disability, age, or sexual orientation, are unacceptable in the Villanova community.

## Use of Materials

As members of student organizations, students may be offered and/or provided certain rights or privileges by Villanova, including, without limitation, funding for certain programs and / or access, permission or passes to certain venues, locations, events, programs or interviews. Students shall use any rights or privileges offered or provided by Villanova solely for the benefit of the student organization and solely for the purpose of fulfilling the responsibilities and obligations of their role within their respective student organization.

Student organizations should use content created by Villanova students. Unacceptable content and content that is illegally or improperly obtained as listed in the Policy section is not permitted for publications by student organizations and other student media organization expression. To the extent that student organization members have intellectual property rights in technology or other materials contained in any of the student created content, students grant Villanova non-exclusive license to use such technology or materials in connection with the content. Students may use their own student created content for non-commercial personal use in compliance with applicable law and University policy.

## Archive of Publications

Please refer to the University Retention Policy for guidelines. The recommended practice for student organizations is that after a period of 5 years student content such as images, articles, videos, should be taken down from websites.

## Complaint Procedures

Any member of the University community may submit a complaint against a student publication, student organization, or individual when the complaining organization or individual reasonably asserts that the terms or spirit of this policy have been violated. Complaints arising under this policy should be submitted to the Director of Student Involvement who will forward complaint(s) to the Vice President for Student Life, or designee. The Vice President for Student Life may convene a Publications Advisory Board to obtain greater clarity on the complaint. The Vice President for Student Life, or designee, will ultimately determine whether this policy has been violated and the outcomes for any such violation.

In the event of convening the Publications Advisory Board (the Board) as defined below, the duty of the Board will be to advise the Vice President, or designee, concerning the allegations made under this policy.

- The Publications Advisory Board may vary, but generally will be comprised of the following:
  - 2 student members
  - 3 faculty / staff members

The Vice President for Student Life, or designee, will designate a Chair of the Board.

- The Board shall meet at its earliest opportunity after being convened, but no later than two weeks after being convened (unless approved by the Vice President for Student Life or designee).
- The Board shall gather information from any relevant sources as appropriate in order to understand fully all of the facts and circumstances surrounding the allegations related to the publication or expression, including but not limited to hearing from both the complaining party as well as the “offending” party or parties. The Board may also consult an expert from the field.
- Upon receiving the recommendations of the Board, the Vice President for Student Life, or designee, shall take this recommendation into consideration and determine the final outcome for the violation in question. The Vice President, or designee, are not required to follow the recommendation of the Board. The Vice President, or designee, in addition to the other conditions that student organizations must comply with, shall take appropriate action, which may include one or more of the following outcomes: educational training, loss or privileges to publish content, removal of content to comply with Purpose section of this Student Organization Publication Policy, Organizational Probation, or Loss of Recognition. At any time, the Dean of Students Office may also issue disciplinary sanctions to individuals or the organization as a whole, as outlined in the Code of Student Conduct.
- After review, the Vice President for Student Life (or designee) will issue a decision which will be final and binding.

## Events and Speakers Policy

### A. Values

Villanova University is a Catholic, Augustinian institution of higher learning that is committed to academic excellence, academic freedom, and intellectual, spiritual, moral, and social growth. Above all, the University seeks to reflect the spirit of St. Augustine by the cultivation of knowledge and the encouragement of freedom of inquiry, by respect for individual differences, and by adherence to the principle that mutual love and respect should animate every aspect of University life.

Respecting the principles and responsibilities of academic freedom, and recognizing the importance of the perceptions of both internal and external communities, the University encourages the open exchange of ideas on a variety of subjects, including those that are controversial. Thus, University

recognized student groups or organizations may invite external speakers to an organizational meeting or to a University event, and may host events open to the campus community (on or off campus), that address the full range of intellectual, moral, and social issues. In keeping with the educational mission of the University, the academic character and educational value of all such events is the motive and rationale for their occurrence.

Invitations to speak, or the hosting of events, do not imply University approval or endorsement of the positions taken by invited speakers or of their previous or subsequent views. To the best of its ability, the University will ensure that all legitimately invited speakers will be able to express their views and that open discussion will take place. This policy presumes that those inviting speakers or hosting events will exercise sound judgment in selecting speakers and in establishing the particulars of a given event.

Although this policy assumes that both speakers and audience will exhibit appropriate and respectful demeanor toward each other, it is recognized (a) that speakers or events may often challenge existing attitudes and beliefs and/or trigger disagreements, and (b) that no policy, no procedures, and no sponsor of a speech or event, can guarantee against the possibility that a speech may offend listeners, that a speaker may unexpectedly deviate from anticipated content and style, or that members of an audience might engage in inappropriate behavior.

The following standards and procedures govern external speakers and events being proposed by recognized student groups or organizations:

## B. Conditions

The following conditions must be met for an external speaker or event to be considered for approval:

1. The speech or event must constitute a legitimate educational experience or otherwise contribute to the university's mission.
2. The speech or event must not pose a substantial risk to the physical safety of speakers or members of the audience, other participants, or bystanders.
3. The speech or event must not involve a substantial risk of disrupting classes, obstructing access to campus facilities, otherwise interfering with other ongoing University events or activities, or creating a seriously intimidating, threatening, scandalizing, and/or uncivil environment at the speech or event that would undermine its educational purposes.
4. The speech or event must not violate the law or the nonprofit status of the University. (Note that federal and state laws may prohibit, condition, or limit speeches by political candidates; accordingly, consultation with the General Counsel's office for guidance should occur in these situations).
5. It is understood that some speakers will hold, offer, and defend positions that differ from Catholic Church teaching. The expectation is that they will do so in an academically responsible fashion, be open to questions and challenges from members of the audience, and respectfully acknowledge, and not disparage, Church teaching. If, in the judgment of University officials, a speech or event presents a serious risk of violating these principles, the group seeking permission for such an event must accept provisions to ensure adherence to standards of freely reasoned academic discussion and debate. Such provisions might include, for example, allowing for an appropriate response at the speech or event or contextualizing the event or speech by means of complementary counter-programming.
6. The speech or event must not place undue burden on the University's finances, facilities or other resources.



## C. Procedures

1. A recognized student group or organization wishing to invite an external speaker to an organizational meeting or to a University event, or to an event open to the campus community (on or off campus) must first present a written proposal to its advisor<sup>[i]</sup>. Prior to submitting the proposal, student groups or organizations must consult with their advisor to ensure that the speech or event adheres to the Values and Conditions sections of this policy.
2. The proposal should include the identity of the speaker, the proposed time and place of the speaker's presentation, the subject matter and purpose of the speaker's presentation and what, if any stipend will be required. The proposal should also include information outlining how the speech or event is consistent with the Values and Conditions sections of this policy.
3. The leaders of the student group or organization together with their advisor will present the written proposal for review to the Director, Department Head or Division Head of the area recognizing the student group or organization. Promotion of the event in written, print, electronic or other form shall not take place until the speech or event and all contracts receive final approval.
4. In reviewing the request, the Director, Department Head or Division Head must ensure that the speech or event is consistent with the Values and Conditions sections outlined in this policy. In reaching this determination, the Director, Department Head or Division Head may consult with appropriate members of the University community and may meet with the advisor and/or leaders of the student group or organization.
5. The Director, Department Head or Division Head may: 1) approve the request; 2) deny the request if inconsistent with any of the provisions outlined in the Values and Conditions sections of this policy; or 3) may impose restrictions or conditions to ensure consistency with the provisions of the Values and Conditions sections of this policy. If the request is denied, the Director, Department Head or Division Head will share the reasons for denial with the advisor and the leaders of the student group or organization.
6. If the proposal is denied, the student group or organization may request that the proposal be reviewed by the Provost, Vice-President or Dean overseeing the area recognizing the student organization or group. The Provost, Vice- President or Dean shall meet with the leaders of the student group or organization and their advisor before rendering a decision.
7. The Provost, Vice-President or Dean, after appropriate consultation with other University officials, shall make the final determination. In exercising this authority, the Provost, Vice-President or Dean shall give due consideration to the information contained in the written proposal, the thoughts expressed during the meeting with the student leaders and the provisions of the Values and Conditions sections of this policy. If the request is denied, the Provost, Vice-President or Dean will share the reasons for denial with the advisor and the leaders of the student group or organization.
8. If there is a contract or fees for any speaker, the advisor or the Director, Department Head or Division Head will submit the contract to the Office of the Vice President and General Counsel for approval. If approved, the contract must be signed by an authorized University official. The sponsoring student group or organization is responsible for payment of all costs associated with a speaker or event, including any costs related to safety and security.
9. The University reserves the right to withdraw any speaker invitation, or to cancel any event, at any time for any reason, but it will not do so for reasons judged to be less than fundamental to the University's values and well-being. If the student group or organization has not followed the procedure outlined in this policy, no formal reason needs to be given for the withdrawal or cancellation. If the student group or organization has followed the procedures outlined in this policy, the Provost, Vice-President or Dean will meet with the student leaders of the group or organization before withdrawing the invitation. However, the final decision rests with the Provost, Vice-President or Dean.

[i] Invitations to bishops or other ecclesiastical authorities are excluded from this policy. Such invitations must only be issued by the Office of the President or the Office for Mission and Ministry.