

NORTHEAST COMMUNITY COLLEGE POLICY MANUAL

SECTION 3 – GENERAL INSTITUTIONAL SUBSECTION 30 – GENERAL

POLICY NUMBER: BP – 3020

SOLICITATION ON COLLEGE PREMISES

1. POLICY REASON/PURPOSE/INTENT

To establish control of the solicitation of students, employees, and guests on college premises.

2. DEFINITIONS

N/A

3. POLICY

- 3.1 The College and its facilities are dedicated to a mission of education. The College shall control solicitation on college premises, as necessary, to accomplish that mission.
- 3.2 It shall be the purview of the Purchasing Department, in coordination with the appropriate Vice President, or designee, as applicable, to authorize commercial solicitation by non-college related individuals or groups.
- 3.3 The Director of Student Activities, in coordination with the Vice President of Student Services or designee, shall be responsible for approval of student involved solicitation, including solicitation by college-recognized student clubs and organizations.
- 3.4 The President or designee shall be responsible to grant permission for the gathering of signatures for petitions, distribution of materials, or conducting peaceful demonstrations on college property while adhering to established guidelines.
- 3.5 If solicitations are authorized, they may be restricted as to time and place and may not interfere with academic or institutional activities of the College or impede the flow of traffic on campus sidewalks, streets or other facilities.
- 3.6 All authorized solicitation must be conducted in a manner that is not disruptive to college operations.
- 3.7 All authorized solicitation is additionally subject to regulation in accordance with college procedures.

4. APPLICABILITY

N/A

EFFECTIVE DATE: 03/19/2019

ORIGINAL ADOPTION DATE: 08/08/1996 (item #7695)

REVISION DATE (AND BOARD OF GOVERNORS' MINUTES ITEM NUMBER): 03/13/1997
(item #7957); 06/10/1999 (item #8527); 02/18/2014 (item #11392); 02/08/2018 (item
#12220); 03/26/2019 (item #12549)

PRIOR POLICY/PROCEDURE NUMBER: 2210

SCHEDULE FOR REVIEW: 2024

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Finance and Facilities

SPONSORING DIVISION/DEPARTMENT: Finance and Facilities

RESCINDED DATE: none

LEGAL REFERENCE: none

CROSS REFERENCE: none

PROCEDURE(S) FOR POLICY: AP-3020.0

RELATED POLICIES/REFERENCES: none

POLICY KEY WORDS: campus signs; solicitation