



## NOTICE OF STUDENT ASSEMBLY POLICY

### PURPOSE

To establish procedures for safe and peaceful assembly of students on Long Island University campuses.

### STATEMENT OF POLICY

Long Island University supports the rights of students and recognized student organizations to exercise freedom of expression, free speech and peaceful assembly. In order to avoid disruptions to academic classes and protect the freedoms of the entire community, the University does have the right to review and approve a request for planned assembly, demonstration or picketing and modify the event for time, place and/or manner, if necessary.

Approval of an event may be contingent upon the availability of University support services. Community members may not advertise an event until approval has been granted.

The following are required steps to receive approval for a planned assembly:

- Complete a Planned Assembly Request Form with Student Affairs at least three (3) weeks prior to a planned assembly. No Planned Assembly requests will be considered for events held during study days, final exams, or at times when classes are not in session.
- Hold a planning meeting with the Dean of Students, or their designee, to discuss the event logistics. An approved location for the planned assembly will be at the discretion of the Dean of Students.
- The Marketing and Communications Department must be notified prior to any coordination with outside media outlets or organizations.
- The Department of Public Safety must be notified.
- All publicity for the event must be approved by the Dean of Students or their designee. The event organizers must remove all publicity immediately after the event.

An approved planned assembly is for LIU students only. Non-LIU individuals, including non-LIU organizations, are not permitted on-campus to participate in an assembly.

**POLICY TYPE: STUDENT AFFAIRS**