

Hartwick College

Peaceful Assembly/Protest Scheduling Information for Students

Students wishing to conduct peaceful assemblies or protests must follow the *Peaceful Assembly/Protest Guidelines*, as outlined in the document of that name that will accompany this document, with relevant excerpts from our *Code of Student Conduct* and instructions on registering the event through Campus Activities and reserving space. There are three steps, which should be followed in the identified order, so that the College may best support your efforts:

1. Register your event through the Office of Campus Activities, utilizing Hartlink. *This allows you to then move onto step 2.*
2. Once your event is registered, reserve your space through the Scheduling Office (<https://www.hartwick.edu/campus-life/dining/event-scheduling/>).
3. Meet as needed with identified staff, to ensure that all parties are clear on Hartwick's expectations to ensure a smooth and successful event.

Below are some additional guidelines that may assist a student in scheduling a peaceful assembly or protest on the Hartwick College campus:

- Peaceful assembly, in the form of meetings in designated college meeting spaces, may be arranged through standard College procedures for event registration and room reservations, as outlined on the webpage of the Office of Campus Activities (<https://www.hartwick.edu/campus-life/activities-organizations/>) and the Scheduling Office (<https://www.hartwick.edu/campus-life/dining/event-scheduling/>).
- If an outdoor location is desired, the area designated as *appropriate* for peaceful assembly/protest is Frisbee Field, between the hours of 8:00 a.m. and 8:00 p.m. Whether an indoor or outdoor location, you must adhere to the following stipulations:
 - Any pedestrian(s) not interested or involved may not be impeded,
 - Classes and necessary College business are not to be disrupted, and
 - All other College policies and procedures must be followed.

The Office of Campus Activities will work with the Vice President for Student Experience or designee and Campus Safety to review and decide upon requests to reserve a designated location when an indoor location or a different outdoor location has been requested.

- If there is a request for peaceful assembly/protest in response to a scheduled speaker or other College event, a location for peaceful assembly/protest will be designated by

Campus Activities, in consultation with the Office of the Vice President for Student Experience or designee and Campus Safety.

- Students who make prior requests to peacefully assemble or protest will be advised of the location in response to their request.
- Please note that should a spontaneous assembly/protest form, a new location may need to be identified. Students may reference *Peaceful Assembly/Protest Procedures and Protocols*, specifically the second bullet.
- Permission to engage in peaceful assembly or protest at any Hartwick College location does not imply acceptance of or endorsement by the College of the views expressed.

We ask that you please remember that those who choose to peacefully assemble can only do so when the assembly does not conflict with the good of the community, and are not in direct conflict with how Hartwick defines appropriate behavior.

Please ensure that your assembly or protest meets the criteria outlined in the *Peaceful Assembly/Protest Procedures and Protocols*. Failure to comply may result in student conduct action or a directive to leave campus. For further discussion about how to do so or to address directly with the College administration the concern that underlies your assembly or protest, please contact the Office of Campus Activities (607-431-4502, campusactivities@hartwick.edu).