

# West Los Angeles College Policy on Use of Free Speech Area

**COLLEGES AS NON-PUBLIC FORUMS:** The colleges of the Los Angeles Community College District are non-public forums, except for those portions of each college designated as Free Speech Areas which are hereby designated as limited public forums, which designation may be removed and reverted to non-public forum at any designation by the Los Angeles Community College District Board of Trustees (Article IX, Section 9901).

**STUDENT RIGHTS:** This guide outlines procedures for the use of college space for public forums within the structure outlined by the Board of Trustees of the Los Angeles Community College District (Board Rules Article X). The college recognizes the students' guaranteed rights to assemble for free and peaceful expression of grievances.

**FREE SPEECH AREA:** There are two Free Speech Areas on campus. The first is marked off between the MSB building and the Library (HLRC) on the concrete near the bike racks. The second free speech area is located in front of the College President's Office (CE Building) on the grassy and side walk area near the Globe structure. Necessary campus rules governing the operation of such areas shall govern only the time, place, and manner in which said area is to be used. All such rules shall be applied equally and fairly to all persons desiring to use the Free Speech Area.

**ACCESS:** All persons or organizations that wish to use the Free Speech Area shall notify the Student Activities Office, prior to use, either by phone (310) 287-4426 or in-person at Bldg. A-5 Monday through Thursday between the hours of 8:30 am and 5:00 pm and Friday from 8:30 – 1:00 pm. All persons or organizations that wish to use the Free Speech Area must fill out a Free Speech Area Acknowledgement Form in the Student Activities Office. If there are multiple groups simultaneously using the Free Speech Area, each must recognize the rights and privileges of the others to use the area, allowing equal access and opportunity for expression.

**MANNER:** No restrictions will be placed on subject matter or viewpoints expressed; however persons using the Free Speech Area will be expected to monitor the content and conduct of their speech such that:

- No one shall use coercion, force or impede the progress of a passerby into taking the material or signing a paper. No one shall distribute material in a manner in which disrupts the orderly operation of the college or interferes with the educational process of the college.
- No one shall use obscene, libelous or slanderous speech.
- No one shall create a clear and present danger or commission of unlawful acts.
- Participants are expected to obey college regulations and to not disrupt the orderly operation of the college.

**TIME:** The Free Speech Area may be used during the days and hours the college is in operation, Monday through Thursday 8 a.m. until 10 p.m., Friday 8 a.m. until 5 p.m.; Saturday 8 a.m. until noon. Each organization/person may use the Free Speech Area for no more than two hours per day, subject to availability.

**MATERIALS:** Persons using the Free Speech Area are allowed to distribute petitions, leaflets, newspapers and other printed materials provided that they 1) distribute only within the confines of the Free Speech Area, 2) retrieve, remove and discard all said materials prior to their departure from the Free Speech Area, 3) not impede the progress of passersby, nor force or coerce passersby in taking the proffered materials.

**RESTRICTIONS:** Persons using the Free Speech Area may not 1) use any means of amplification, 2) physically touch, strike or impede the progress of passersby, 3) solicit donations or sell items except where he/she is collecting funds for an organization registered as a nonprofit corporation with the California Secretary of State.

**POSTINGS:** Subject to the Los Angeles Community College District's Free Speech policy (Board Rules section 9901 et seq.), and West Los Angeles College regulations governing free speech on campus, the

College designates one panel on each kiosk as Free Speech Bulletin Boards. All materials posted on the kiosk bulletin boards must be authorized, with a date limit stamp, by the Student Activities Office, Building A-5. No materials may be posted on walls, windows or doors. Unauthorized postings will be removed. Use of departmental and office bulletin boards is at the discretion and approval of the area's supervisor/chair.

**MEDIA COVERAGE:** Print and television media may be permitted with adequate notification and approval by the College President or designee.

**9901**            **COLLEGES AS NON-PUBLIC FORUMS.** The colleges of the Los Angeles Community College District are non-public forums, except for those portions of each college designated as Free Speech Areas are hereby designated as limited public forums, which designation may be removed and reverted to non-public forum designation by the Board of Trustees.  
Adopted 04-20-89

**9902.**            **FREE SPEECH AREAS.** The college president shall designate an area or areas on the college campus as areas for free discussion and expression by all persons. A Free Speech Area may only be located where there is a normal flow of student traffic with unlimited accessibility. Necessary campus rules governing the operation of such areas shall govern only the time, place and manner in which said areas are to be used. All such rules shall be applied equally and fairly to all persons desiring to use the Free Speech Areas. No restrictions shall be placed on subject matter, topics or viewpoints expressed in Free Speech Areas.

EC 76120

Adopted        04-20-89

Historical Note: Former Board Rule 91103, enacted 3-15-72, repealed 4-20-89

**West Los Angeles College  
Free Speech Area**

**Acknowledgement Form**

Name of Organization or Individual: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

If this form is for an organization, please circle the type of organization below.

College                      Public                      Private                      Non-profit

Date and time (**2 hours Maximum**) Free Speech Area is requested: \_\_\_\_\_

How are you planning to use the area? \_\_\_\_\_

As an individual and/or on behalf of the group I represent, I acknowledge that I have received a copy of the Los Angeles Community College District Free Speech policy (Board Rules 9901 et seq.) and the West Los Angeles College Policy on the Use of the Free Speech Area and agree to abide with the Los Angeles Community College Board Rules and West Los Angeles College regulations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note:** If the above named organization seeks to solicit donations or sell items in the Free Speech Area, a copy of their registration as a nonprofit corporation with the California Secretary of State must be attached.



**West Los Angeles College  
Free Speech Area**

**Date(s):** \_\_\_\_\_



**West Los Angeles College  
Free Speech Area**

**Date(s):** \_\_\_\_\_



**West Los Angeles College  
Free Speech Area**

**Date(s):** \_\_\_\_\_