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Responsible University Administrators:
Vice President for Business and Finance

Responsible University Office:
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Policy Contact:
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BF-02: Use of University Facilities and Grounds

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Scope

This policy applies to all buildings, facilities, grounds, and spaces owned or controlled by the University of Nebraska Office of the President (hereafter referred to collectively as “property”) and extends to members of the academic community, including guests of the University, and members of the general public lawfully present on University premises. This policy is intended to accompany the University of Nebraska Board of Regents Policy regarding the commitment to free expression, guide for facilities use, and education (RP-6.4.10) and provide guidance for the scheduling and conduct of events and activities which are not administrative or academic activities.

Policy Statement

While University property is not open to unrestricted public access, many spaces are available for use by faculty, staff, students, student groups, and members of the public, with appropriate approval and when scheduled in advance.

All users of University property assume responsibility to comply with all applicable laws, regulations, and policies and assume responsibility for fees and charges applicable to associated events and activities. All persons on University property are required to comply with the instructions of a properly identified University official or member of the University of Nebraska-Lincoln Police Department (UNLPD). Persons engaging in actions that do not comply with applicable laws, regulations, or policies shall be subject to disciplinary measures, including separation from the University, and also to charges of violation of the law.

An individual may not materially disrupt activities conducted within the context of the University’s mission. The University may reasonably regulate the time, place, and manner of expression, in accordance with the law, in order to ensure that the ordinary activities of the University are not disrupted. Such regulations must be narrowly tailored to serve significant, viewpoint-neutral

interests, and cannot substantially burden more speech than necessary to protect the University's interest.

Spaces such as classrooms, where teaching takes place; or labs where research is conducted; or offices where administrative business is carried out, are not freely open to the public. There are, however, spaces within the University that may be opened to both members of the University and the public for a variety of purposes, including speech and expression.

University of Nebraska Office of the President spaces have been designated as:

Designated Public Forums

These are places designated as open for expressive applications to all or part of the University community, or the community at-large. Reasonable time, place, and manner restrictions may be implemented in a viewpoint- or content-neutral application.

Limited Public Forums

These are places, events, or other avenues for expression, which can be designated for use by a particular group and limited to particular topics or types of speech, as long as the limitations are reasonable and viewpoint neutral.

Non-Public Forums

All places and resources not otherwise categorized as Designated Public Forums and Limited Public Forums. In none of these instances may the University implement rules or processes which differentiate use of properties or resources, or disciplinary outcomes, based upon the viewpoint of the user.

Outdoor Spaces

While outdoor spaces are broadly available only to members of the University community for events and activities, including spontaneous peaceful and nondisruptive expressions, scheduling in advance is recommended. Certain outdoor spaces have been identified as either a designated public forum or limited public forum where events may be hosted (see attached map). Use of all limited public forum outdoor spaces by groups require the completion and approval of the reservation request and all necessary paperwork.

Within designated public forum space only, completion of the information and request form is not required for groups wishing to use the space. However, groups wishing to host events in these spaces are encouraged to make a formal reservation, complete the required paperwork, and have a formal, approved reservation as groups with approved reservations will be given preference in these spaces.

Reason for Policy

University resources and its land and buildings are to be applied first and foremost to its mission of teaching, research, and public service, and therefore, such University properties are primarily dedicated to this mission, which encompasses all academic activities, student life,

intercollegiate athletics, and the administrative functions that support this mission. These properties are not generally open and available to the public—they are provided to and by the University, in order that it might carry out its educational charge.

Procedures

Prior scheduling is required for events and activities that occur within limited or nonpublic forum spaces and are encouraged for designated public forum spaces. Scheduling includes making a reservation by completing the reservation request and all necessary paperwork. To begin the scheduling process, contact the unit set forth in the Contacts section for the appropriate location.

Contacts

Office of the President - Varner Hall
(402) 472-8636

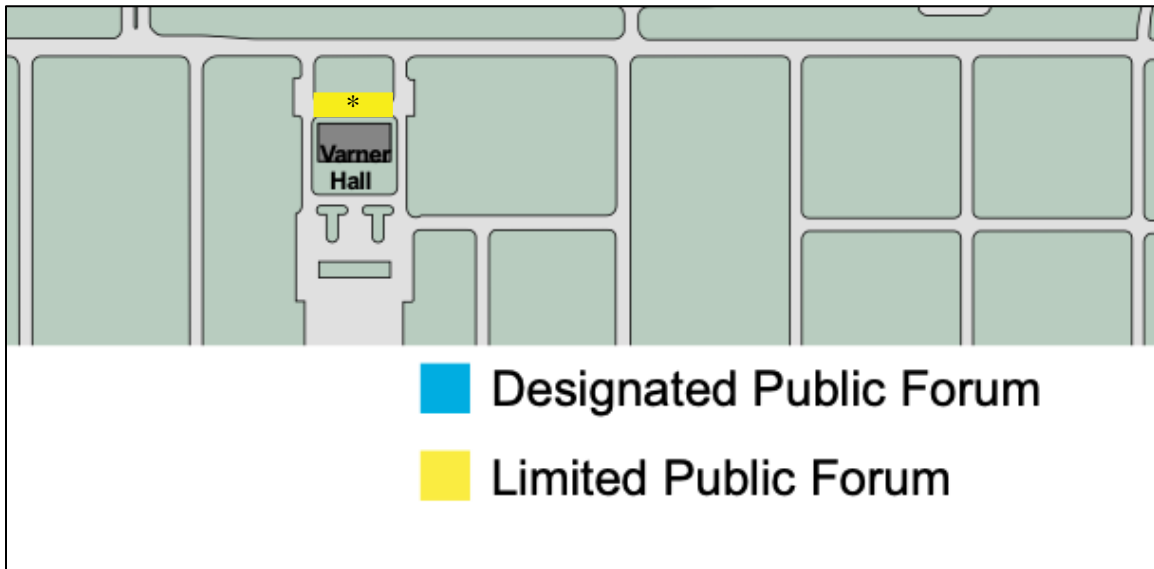
Forms and Related Information

Outdoor Spaces Map (see attached)

History

July 27, 2021 Approved by the President

Outdoor Spaces Map



*The University has identified the paved area immediately north of Varner Hall as a Limited Public Forum on dates in which the Board of Regents is meeting. For dates of upcoming Board of Regents' meetings, please visit <https://www.nebraska.edu/regents>.

On all other dates, Varner Hall and the surrounding outdoor spaces (e.g., front lawn, parking lot, garden) are identified as Non-Public Forums dedicated to the administrative functions that support the University's mission.