

APPENDIX G – GUEST SPEAKERS

1. “Guest speaker” means a speaker or performer who is not a student, faculty member, or staff member of UTRGV.
2. Subject to the rules of this Appendix G and ADM 02-300 Speech, Expression and Assembly, UTRGV-affiliated individuals and organizations and members of the public may present guest speakers in the common outdoor areas of campus. No reservation or prior approval is necessary, but notice and reservations are strongly encouraged for assemblies of twenty-five (25) or more people as more fully addressed in Appendix H – Public Assemblies.
3. UTRGV-affiliated organizations and academic or administrative units may present guest speakers in the limited public forums of campus. Guest speakers may present a speech or lead a discussion of specific duration at a time announced in advance in a fixed location.
 - a. In the case of registered student organizations, advance permission from the Office of Leadership and Mentoring through a process prescribed by that office is required. Departmentally sponsored student organizations are an extension of the sponsoring academic or administrative unit and are encouraged to consult with the Office of Leadership and Mentoring when presenting a guest speaker.
 - b. In the case of faculty or staff organizations, advance permission of the appropriate executive vice president through a process prescribed by that office is required.
 - c. Individuals may not present a guest speaker in the limited public forums of campus.
 - d. Any viewpoint-neutral rules or processes established by an approving office for the submission of requests must be made readily available in the main office of the unit or on the unit’s webpage.
 - e. Requests must be made at least ten (10) business days in advance of the event or any planned advertising for the event, whichever is earlier.
 - f. Properly made requests will be approved, unless the request must be disapproved under ADM 10-104 Solicitation on Campus, ADM 10-301 Facility Use, ADM 02-300 Speech, Expression and Assembly, or other applicable UTRGV or UT System policy.
 - g. UTRGV-affiliated organizations may not invite the public at large to events in UTRGV buildings or facilities.
4. No UTRGV-affiliated individuals or organizations or members of the public may present a guest speaker in violation of UTRGV rules on solicitation found in ADM 10-104 Solicitation on Campus or ADM 10-301 Facility Use.
5. A guest speaker may distribute literature in the limited public forum only immediately before, during, and immediately after the normal course of their speech, presentation, or performance, and only to persons in attendance. Only literature that complies with Appendix A – Distribution of Literature may be distributed.
6. A guest speaker may not:

- a. Accost potential listeners who have not chosen to attend the speech, performance, or discussion; or
 - b. Help staff a table or exhibit set up outside the common outdoor areas or in UTRGV buildings or facilities.
7. A UTRGV-affiliated organization that presents a guest speaker in a UTRGV building or facility must make clear that:
- a. The organization, and not UTRGV, invited the speaker; and
 - b. The views expressed by the speaker are their own and do not necessarily represent the views of UTRGV, The University of Texas System, or any UT System institution; and
 - c. Members of the general public are not invited to attend the guest speaker's presentation.