

APPENDIX H – PUBLIC ASSEMBLIES

1. “Publicly assemble” and “public assembly” include any gathering of persons, including discussions, rallies, and demonstrations. These terms do not refer to the meeting of a scheduled class or educational program of UTRGV.
2. Individuals and organizations may publicly assemble on campus in any place on campus where, at the time of the assembly, the persons assembling are permitted to be. The right to assemble is subject to the rules of this Appendix H, ADM 02-300 Speech, Expression and Assembly, and ADM 10-301 Facility Use. No advance permission to publicly assemble is required in the common outdoor areas of campus.
3. The rules on amplified sound in Appendix F of ADM 02-300 Speech, Expression and Assembly apply to the use of any amplified sound at a public assembly.
4. UTRGV-affiliated individuals and organizations, as well as members of the public, may reserve a space to assemble in the common outdoor areas of campus.
 - a. Administrative units responsible for assignment and scheduling of space are identified in ADM 10-301 Facility Use. Reservation requests must be made in the form prescribed by the administrative unit managing the space.
 - b. Requests will be approved pursuant to ADM 10-301 Facility Use, ADM 02-300 Speech, Expression and Assembly, and other applicable UTRGV policies.
 - c. If the expected attendance at an assembly is 25 or more people, advance notice of no less than ten (10) business days is recommended. UTRGV-affiliated organizations and academic or administrative units are encouraged to seek a reservation of a space that is suited to the assembly’s anticipated size.
5. UTRGV-affiliated organizations and academic or administrative units may reserve space to assemble in limited public forum areas of campus. UTRGV-affiliated individuals may not reserve indoor rooms or space under this policy.
 - a. Administrative units responsible for assignment and scheduling of space are identified in ADM 10-301 Facility Use. Reservation requests must be made in the form prescribed by the administrative unit managing the space.
 - b. Requests will be approved pursuant to ADM 10-301 Facility Use, ADM 02-300 Speech, Expression and Assembly, and other applicable UTRGV policies.
 - c. If the expected attendance at an assembly is 25 or more people, advance notice of no less than ten (10) business days is required. Individuals and organizations are encouraged to seek a reservation of a space that is suited to the assembly’s anticipated size.
6. Any individual or organization with a reservation has the right to the reserved space for the time covered by the reservation. Any individual or organization using or occupying the space without a reservation must yield control of the space in time to permit any user with a reservation to begin using the space promptly at the beginning of its reserved time.

7. Should the size of the assembly exceed the maximum number of participants that is safe for a given location, including a reserved space, assembly participants will be directed by UTRGV administrators to relocate to a space that is better suited to the size of the assembly to the extent relocation is practicable.
8. While reservations are not always required, they are strongly encouraged. Without a reservation, an individual or organization may find a room/facility locked or the space in use by another individual or organization.
9. Individuals and organizations that are planning a public assembly in a common outdoor area (with or without a guest speaker) and that expect attendance of more than 25 participants (including potential counter-demonstrators) are encouraged to provide advance notice of no less than ten (10) business days to the administrative unit responsible for the assignment and scheduling of the space, to help UTRGV improve the safety and success of the expressive activity. If there is uncertainty about applicable UTRGV rules, the appropriateness of the planned location, or possible conflict with other events, individuals and organizations are encouraged to consult with the administrative unit responsible for the assignment and scheduling of the space.
10. UTRGV-affiliated organizations planning an event in the limited public forum areas (with or without a guest speaker) and that expect attendance of more than 25 participants required to provide advance notice of no less than ten (10) business days to the administrative unit responsible for the assignment and scheduling of the space or the Office of University Events, to help UTRGV improve the safety and success of the expressive activity. These notice and consultation requirements do not apply to academic or administrative units.
11. Final authority for scheduling and utilization of all UTRGV facilities and space rests with the President or designee.