
1. CALL TO ORDER**1.1. Land Acknowledgement (Adé)**

We stand upon a land that carries the footsteps of millennia of Kumeyaay people. They are a people whose traditional lifeways intertwine with a worldview of earth and sky in a community of living beings. This land is part of a relationship that has nourished, healed, protected and embraced the Kumeyaay people to the present day. It is part of a world view founded in the harmony of the cycles of the sky and balance in the forces of life. For the Kumeyaay, red and black represent the balance of those forces that provide for harmony within our bodies as well as the world around us.

As students, faculty, staff and alumni of San Diego State University we acknowledge this legacy from the Kumeyaay. We promote this balance in life as we pursue our goals of knowledge and understanding. We find inspiration in the Kumeyaay spirit to open our minds and hearts. It is the legacy of the red and black. It is the land of the Kumeyaay.

Eyay e'Hunn My heart is good.

—Michael Miskwish, Kumeyaay Nation

1.2. [SDSU University Senate Resolution on Principles of Shared Governance, April 9, 2019](#)

WHEREAS: Shared governance is a system of partnership, equity, accountability, and ownership that forms a culturally sensitive, inclusive, and empowering framework for developing and implementing sustainable and accountability-based decisions in service to all members of our campus and broader communities; and...

WHEREAS: Shared governance is an ongoing process in which faculty, staff, students, and administrators actively engage to share responsibility for 1) identifying and pursuing an aligned set of mission-driven sustainable outcomes and priorities and 2) active monitoring and evaluating of shared governance successes and pitfalls in service to continual improvement and the embodiment of a learning organization; and...

WHEREAS: A shared practice of, and shared commitment to, respect, communication, and responsibility will promote and support the growth and sustainment of trustworthiness within our University community...

1.3. Welcome (Butler-Byrd)**2. APPROVAL OF AGENDA (Fuller)****3. APPROVAL OF SENATE MEETING MINUTES (Fuller)****3.1. SENATE meeting Minutes for [5/7&9/2024](#)**

4.ACTION ITEMS

4.1. Academic Policy and Planning (AP&P)(Lach)

4.1.1. Emeritus Employee Policy Updates.....Page 04

4.2. Staff Affairs Committee (SAC)(Walls)

4.2.1. Staff emeritus.....Page 07

5.RESOLUTION

5.1. SDSU University Senate Resolution Condemning the Expansion of Administrative Policies Undermining the Right to Peaceful Campus Protest.....Page 08

6.INFORMATION ITEMS

6.1. Graduate Council (GC)(Love)

6.1.1. Annual Report AY2023-24.....Page 10

6.2. Undergraduate Curriculum Committee (UCC)(LaChance)

6.2.1. Modified-course.....Page 11

6.2.2. Undergraduate Programs.....Page 15

6.3. University Relations and Development (URAD)(Vargas)

6.3.1. Philanthropy Report.....Page 16

6.4. Staff Affairs Committee (SAC)(Walls)

6.4.1. AY2023-24 Annual Report.....Page 26

6.5. Campus Development Committee (CDC)(Peterson)

6.5.1. Campus Improvements Update.....Page 27

6.6. California Faculty Association (CFA)(Rhodes)

6.6.1. CFA Report.....Page 36

7.REPORTS

7.1. Senate Executive Committee (Butler-Byrd)

7.1.1. AY2024-25 Senate Goals Survey.....Page 39

7.2. Senate Vice Chair Report (Adé)

7.2.1. Referral Chart.....Page 60

7.3. Senate Treasurer Report (Seshagiri)

7.3.1.	Senate Expenditures (AY2024-25).....	Page 61
7.4.	President's Report (de la Torre) [TIME CERTAIN 3:05pm]	
7.4.1.	CSU Systemwide Time Place and Manner policy (Rentto).....	Page 62
7.5.	President's Budget Advisory Committee (PBAC)(Wong Nickerson/ Little) [TIME CERTAIN 3:30pm]	
7.5.1.	Budget Update.....	Page 153
7.6.	Interim Provost Report (Tong) [TIME CERTAIN 3:50pm]	
7.6.1.	Enrollment Update.....	Page 164
7.6.2.	AY 2023/24 Faculty Hiring	
7.6.3.	SDSU Space Issues and Policies (Pruitt-Lord).....	Page 174
7.7.	Associated Students President Report (AS)(Hernandez) [TIME CERTAIN 3:00pm]	

8.ADJOURN

To: SEC / Senate
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)
Date: August 14, 2024; revised August 22, 2024
Subject: ACTION: Emeritus Employee Policy Updates

The Academic Policy and Planning Committee (AP&P) moves that the Senate adopt the following changes to University Policies: Emeritus Employees:

UNIVERSITY POLICIES: Emeritus Employees

Emeritus status is a right extended to all eligible faculty, ~~and staff,~~ **and administrators.** Emeritus status brings with it continued affiliation with the institution and specific benefits (listed in 4.0). Emeritus status, and its accompanying benefits, have associated responsibilities. In order for emeritus status and/or benefits to continue, an emeritus employee must remain in good standing with the University.

1.0 Eligibility: ~~Faculty and staff~~ Employees **who retire from SDSU after having served** ~~shall have served~~ 10 or more full-time years, or the part-time equivalent, either continuously or at different times at SDSU or elsewhere in the California State University (CSU) system, **are eligible for emeritus status.** In addition to the length of service, either at SDSU or elsewhere within the CSU, employees must be eligible to activate their annuities from the CSU system.

1.1. Faculty: Emeritus status is granted at a campus, and may be conferred at more than one campus or university system. All faculty, as defined by 1.1 in the Bylaws, are eligible for emeritus status. Full-time appointments may be 10- or 12-month, as specified in Bylaw 1.1.1.

1.2. Administrators: Emeritus administrator status shall be granted by and at the pleasure of the President of the university.

2.0 Nomination: At least once a semester, a list of employees who have announced their intention to retire and meet the eligibility requirements shall be distributed by the appropriate office to the ~~Senate Office for inclusion on an upcoming SEC/Senate agenda.~~ **appropriate Senate committee (Faculty Honors and Awards Committee and Staff Affairs Committee).** The Center for Human Resources shall compile the list of retiring eligible staff, and the President's Office (or designee) shall

compile the list of retiring faculty. Committees will review the recommended names to ensure that nominated individuals meet the eligibility criteria. After finalizing the nominations, the names of nominated employees shall be sent to the Senate for consideration.

2.1. The Senate shall vote on these lists no later than the final meeting of that semester.

2.2. If eligible persons are omitted from emeritus status, they may request from the Chair of the Senate that conferral of emeritus status be considered through the established nomination process.¹~~This includes currently retired employees who become eligible for emeritus status under newly formed rules.~~

3.0 Conferral: Emeritus status shall be granted by formal vote of the Senate.

3.1. Upon approval, Senate officers shall include the full list of emeritus employees in their Action Memo to the President. A copy of that memo shall be sent by the Senate Office to the following individuals and offices to ensure the continuation of access and timely conferral of benefits: Senior HR Director, Director of IT User Services, University Library Circulation Department Head, Director of Parking and Transportation Services, Provost, Curriculum Services (in order to update the Catalog), and the employee's supervisor (department chair, school director, college dean, MPP, etc.).

3.2. The names of emeritus faculty and administrators shall be listed in the back of the ~~General~~ Catalog and with department and school faculty in the body of the Catalog for a period of 10 years, with extension granted upon request of the faculty member. Departments are responsible for communicating with Curriculum Services the names of emeritus faculty for their department page in the Catalog.

3.3. ~~The names of emeritus staff shall be listed on the Senate, Staff Affairs Committee, and departmental, school and/or college websites.~~ The names of emeritus staff and their division or college

¹ This includes currently retired employees who become eligible for emeritus status under newly formed rules.

shall be listed in the Catalog for a period of 10 years, with extension granted upon request of the staff member.

- 3.4 Human Resources shall be responsible for maintaining historic and current lists of emeritus employees, and for sharing publishable-ready lists with Curriculum Services to add to the Catalog. Curriculum Services shall annually deposit the Catalog in the University Library's Department of Special Collections and University Archives in order to memorialize past emeritus employees.

4.0 Benefits: Emeritus employees in good standing shall receive the following benefits as available and following normal procedures for allocation: (a) library privileges accorded to all employees, (b) free annual parking permits, (c) email continuation, (d) access to site licensed software suites when licensing agreements allow, and (e) identification cards indicating emeritus status. Emeritus benefits are managed by the appropriate service unit.

- 4.1. When available, emeritus employees may be granted office space and/or computer access upon the recommendation of the appropriate departmental unit (school, department, college, center).
- 4.2. Emeritus employees are eligible to serve on Senate appointed and campus ad hoc committees as appropriate.

Rationale:

These changes seek to clarify the current Emeritus Employee policy adopted by the Senate in May, 2023. Based on feedback from the first year of implementation, AP&P recommends these changes to clarify the roles of the Faculty Honors and Awards Committee and Staff Affairs Committee in reviewing recommendations for emeritus status; the role of HR in compiling, distributing, and maintaining lists of emeritus employees; and the general mechanisms by which those names will be shared publicly via the Catalog and then archived in Special Collections and University Archives.

To: SEC/Senate
From: Pat Walls, Chair, Staff Affairs Committee
Date: August 15, 2024
Subject: ACTION: Staff Emeritus Nominations

ACTION: The Staff Affairs Committee moves that the Senate confer Staff Emeritus Status to the following retired employees:

Name	Division/College	Department	Jobcode Name	Yrs of Serv-Original Hire Dt
Poddig,David Liegh	IT	Instructional Technology Serv	Info Tech Consultant 12 Mo	41.6
Ryan,Rebecca	AA SDSU GC	SDSU Global Campus, PDA	Extended Ed Specialist II	20
Mccabe,Laura Kimi	SACD	SA Residential Education	Admin Support Coord 12 Mo	18.3
Morris,Shannon Rachael	SACD	Student Disability Services	Admin Support Coord 12 Mo	19.3
Putko,Adriana G	AA ARTSLET	Department of History	Admin Support Coord 12 Mo	29.5
Pacheco,Mark A	AA SCIENCE	Department of Biology	Admin Analyst/Spclst 12 Mo	19.3

RATIONALE: The above named staff have retired with more than 10 years of service to the university per the University Policies included in the [Policy File](#) (p192).

SDSU University Senate Resolution Condemning the Expansion of Administrative Policies Undermining the Right to Peaceful Campus Protest

WHEREAS, the California State University (CSU) Chancellor's Office and San Diego State University (SDSU) Administration have drafted new overly restrictive policies and amendments that impinge on the eroding democratic rights to assemble and protest on campus;

WHEREAS, the Academic Senate of the California State University (ASCSU) and SDSU Senate leadership received these revised policies during the summer when faculty and students are away and with extremely short notice:

- Tuesday, August 6, 2024, ASCSU Chair Elizabeth Boyd received a draft of the *California State University [INTERIM] Systemwide Time, Place and Manner Policy* for review and feedback, which she forwarded to the ASCSU Executive Committee on August 7, 2024;
- Friday, August 16, 2024, SDSU Senate Chair Nola Butler Byrd received SDSU's *San Diego State University Addendum to CSU Systemwide Time, Place and Manner Policy and Building and Grounds Regulations*;

WHEREAS, the SDSU Senate condemns the lack of shared governance in the development of these policies and the lack of faculty, staff and student involvement in the implementation and enforcement in the SDSU amendment plan;

WHEREAS the SDSU Senate supports the American Association of University Professors' (AAUP) condemnation of the wave of policies being implemented on campuses across the U.S.¹

WHEREAS, the SDSU University Senate reaffirms its strong commitment to shared governance;

RESOLVED, That the Senate supports students' First Amendment rights to protest and engage in direct actions condemning acts of terrorism, war crimes, crimes against humanity, and genocide against all people, as well as the erosion of democracy, equity and social justice;

RESOLVED, The Senate demands that these policies be fully vetted using shared governance processes and be put on hold until this happens;

1

<https://www.aaup.org/news/aaup-condemns-wave-administrative-policies-intended-crack-down-peaceful-campus-protest>

RESOLVED, The Senate urges SDSU, CSU, and San Diego-area administrations to engage in the difficult conversations and mediations necessary to end and avoid policies that erode democracy and the right to protest, which exacerbate and trigger additional violence and suffering.;

RESOLVED, The Senate calls for the SDSU Administration to employ peaceful responses rather than deploy police on campus to address student actions given that police presences on campuses across the nation have led to an escalation in violence and inhibited open and peaceful dialogue;

Rationale

These policies appear to be an attempt to appease politicians who are calling for university administrators to use heavy-handed strategies against faculty and student protestors;

Authored by:

SDSU University Senate Officers

Submitted By:

Nola Butler Byrd, Chair

Endorsed By:

Nola Butler Byrd, Senate Chair
Taharka Ade, Vice Chair
Sridhar Seshagiri, Treasurer
Amanda Fuller, Secretary
Marissa Vasquez, Senator-at-Large
Pamella Lach, AP&P Chair
Keven Jeffery, AA Chair
Eniko Csomay, ASCSU Senator
Savanna Schuermann,
Erlinde Cornelis,
David Kanaan,
Gloria Rhodes
Roberto Hernández

To: SEC/Senate
From: Dean Tracy Love, Graduate Council Chair
Date: August 16, 2024
Subject: INFORMATION: Graduate Council Annual Report AY 2023-2024

In AY 2023-2024 the Graduate Council (GC) approved numerous new policy guidelines, new graduate programs, and new graduate courses. GC also had presentations from a variety of community members from Stefan Hyman (Enrollment Services), Melissa Henss and Jackie Fuller (URAD - Commencement), Madhavi McCall and David Marx (Curriculum Services), Devin Hallquist (P-CAST), Nick Hodge and Chris Thomas (GSA), and Cynthia Torres (Undocumented Resource Center). The Graduate Council will continue to address the needs of graduate programming, students, faculty and staff this upcoming year.

The Graduate Curriculum Committee (GCC) approved:

- Eight (8) new graduate programs and concentrations, including:
 - [Food Science, M.S.](#)
 - JD/MPA program - dual degree program with USD
 - Masters of Music (MM), Music Education
 - [Doctor of Nursing Practice \(DNP\)](#), with three (3) concentrations
- Three (3) graduate program elevations
 - [Mathematics and Science Education, M.A.](#)
 - [Communicative Sciences, M.A.](#)
 - [Financial and Tax Planning, M.S.](#)
- 95 new graduate courses, including:
 - 23 new 500 level courses (e.g., ART 55: UX/UI Design; MUSIC 510: Conducting Workshop; COMPE 510: Machine Learning for Engineers)
 - 63 new 600+ level courses (e.g., CS 679: Advanced Multimedia Networks; PH 670: Public Genomics & Epigenetics; NUTR 604: Sustainable Foods)
 - 9 new 600-level Special Topics courses (e.g., RA 696: In Vitro Diagnostic Regulations)

The Graduate Policy Committee (GPC) approved:

- The Master's Advisor and Doctoral Director expectations and guidelines
- [Inclusive Practices](#) for Graduate Admissions Committees
- University Policy File and Catalog updates
 - 1. [Graduate Council Fac-Student Relations 04182024](#)- Senate passed May 2024
 - 2. [Graduate Council Academics 04182024](#)- Senate passed May 2024
- Revised Master's Thesis Committee Petition
- Other things:
 - Passed Resolution #2324-01 - Subject: [Reaffirm use of Montezuma Publishing for thesis and dissertation publishing policy](#)
 - Established [Professional Standards of Conduct and Good Progress Policy for SDSU Graduate Programs](#)

2025-2026 University Catalog - Information - Undergraduate Courses TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: August 20, 2024 / September 3, 2024									
	Prefix	Course #	Title	Information (Revised)	Modificaitons / Notes	Non-GE Designations	Units	Effective	Proposal Link
	ARAB	101	Elementary Arabic I	Course Description	Updating foreign langauge courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3509/form
	ARAB	301	Advanced Arabic I	Course Description	Updating foreign langauge courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3510/form
	ARAB	302	Advanced Arabic II	Course Description	Updating foreign langauge courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3511/form
	ARAB	350	Advanced Conversational Arabic	Course Description	Updating foreign langauge courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3512/form
	ARAB	360	Advanced Arabic Grammar	Course Description	Updating foreign langauge courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3513/form
	ARAB	361	Advanced Arabic Grammar II	Course Description	Updating foreign langauge courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3516/form
	ARAB	102	Elementary Arabic II	Course Description	Updating foreign langauge courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3514/form
	ARAB	201	Intermediate Arabic I	Course Description	Updating foreign langauge courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3515/form
	ARAB	202	Intermediate Arabic II	Course Description	Updating foreign langauge courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3543/form
	ASIAN	110	Elementary Conversational Chinese	Course Description	Updating foreign langauge courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3545/form
	CHIN	301	Advanced Chinese I	Course Description	Updating foreign langauge courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3517/form
	CHIN	302	Advanced Chinese II	Course Description	Updating foreign langauge courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3518/form
	CHIN	100	Elementary Conversational Chinese	Course Description	Updating foreign langauge courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3550/form
	CHIN	101	Elementary Chinese I	Course Description	Updating foreign langauge courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3552/form
	CHIN	102	Elementary Chinese I	Course Description	Updating foreign langauge courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3555/form
	CHIN	201	Intermediate Chinese I	Course Description	Updating foreign langauge courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3574/form
	CHIN	202	Intermediate Chinese II	Course Description	Updating foreign langauge courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3575/form
	CLASS	101G	Ancient Greek I	Course Description	Updating foreign langauge courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3582/form
	CLASS	101L	Latin I	Course Description	Updating foreign langauge courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3592/form
	CLASS	120	English Words from	Course Description	Updating foreign langauge courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3601/form
	CLASS	202G	Ancient Greek I	Course Description	Updating foreign langauge courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3601/form

	CLASS	202L	Latin I	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3607/form
	FILIP	101	Elementary Filipino I	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3561/form
	FILIP	102	Elementary Filipino II	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3562/form
	FILIP	201	Intermediate Filipino	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3563/form
	FRENC	100A	Elementary French I	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3564/form
	FRENC	100B	Elementary French II	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3565/form
	FRENC	201	Readings in French	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3566/form
	FRENC	210	French Grammar	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3567/form
	FRENC	221	Speaking and Writing French	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3568/form
	FRENC	301	Advanced Grammar and Composition	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3519/form
	FRENC	302	Advanced Grammar and Translation	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3520/form
	FRENC	421	French Civilization	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3521/form
	GERMN	100A	First Course in German	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3569/form
	GERMN	100B	Second Course in German	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3570/form
	GERMN	202	Readings in German	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3571/form
	GERMN	205A	Third Course in German	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3572/form
	GERMN	205B	Fourth Course in German	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3573/form
	GERMN	301	Grammar and Composition	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3522/form
	HEBRW	101	Elementary Hebrew I	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3576/form
	HEBRW	102	Elementary Hebrew II	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3577/form
	HEBRW	201	Intermediate Hebrew	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3580/form
	ITAL	100A	Elementary Italian I	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3581/form
	ITAL	100B	Elementary Italian II	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3583/form
	ITAL	201	Reading and Speaking Italian	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3584/form
	ITAL	211	Intermediate Italian I	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3585/form

ITAL	212	Intermediate Italian II	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3587/form
ITAL	301	Advanced Oral and Written Composition	Course Description	Updating foreign language courses to capture cultural learning.	3	8/20/2025	https://sdsu.curriculog.com/proposal:3523/form
JAPAN	111	Elementary Japanese I	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3588/form
JAPAN	112	Elementary Japanese II	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3589/form
JAPAN	211	Intermediate Japanese I	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3590/form
JAPAN	212	Intermediate Japanese II	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3591/form
JAPAN	311	Third Year Japanese I	Course Description	Updating foreign language courses to capture cultural learning.	3	8/20/2025	https://sdsu.curriculog.com/proposal:3524/form
JAPAN	312	Third Year Japanese II	Course Description	Updating foreign language courses to capture cultural learning.	3	8/20/2025	https://sdsu.curriculog.com/proposal:3525/form
KOR	101	Elementary Korean I	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3593/form
KOR	102	Elementary Korean II	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3594/form
KOR	201	Intermediate Korean I	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3595/form
KOR	202	Intermediate Korean II	Course Description	Updating foreign language courses to capture cultural learning.	5	8/20/2025	https://sdsu.curriculog.com/proposal:3596/form
KOR	301	Advanced Korean I	Course Description	Updating foreign language courses to capture cultural learning.	3	8/20/2025	https://sdsu.curriculog.com/proposal:3526/form
KOR	302	Advanced Korean II	Course Description	Updating foreign language courses to capture cultural learning.	3	8/20/2025	https://sdsu.curriculog.com/proposal:3527/form
LATAM	110	Elementary Mixtec I	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3597/form
LATAM	111	Elementary Mixtec II	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3599/form
LATAM	120	Elementary Zapotec I	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3600/form
LATAM	130	Elementary Nahuatl I	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3602/form
LATAM	131	Elementary Nahuatl II	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3604/form
LATAM	210	Intermediate Mixtec I	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3605/form
LATAM	230	Intermediate Nahuatl I	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3606/form
PERS	101	Elementary Modern Persian I	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3554/form
PERS	102	Elementary Modern Persian II	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3557/form
PERS	201	Intermediate Persian I	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3559/form
PERS	202	Intermediate Persian II	Course Description	Updating foreign language courses to capture cultural learning.	4	8/20/2025	https://sdsu.curriculog.com/proposal:3560/form

PERS	301	Advanced Persian I	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3528/form
PERS	302	Advanced Persian II	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3529/form
PORT	101	Elementary Portuguese I	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3546/form
PORT	102	Elementary Portuguese II	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3548/form
PORT	110	Beginner Portuguese for Spanish Speakers	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3549/form
PORT	203	Intermediate Portuguese I	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3551/form
PORT	204	Intermediate Portuguese II	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3553/form
RUSSN	100A	Beginning Russian 1	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3540/form
RUSSN	100B	Beginning Russian 2	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3541/form
RUSSN	200A	Intermediate Russian 1	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3542/form
RUSSN	200B	Intermediate Russian 2	Course Description	Updating foreign language courses to capture cultural learning.		5	8/20/2025	https://sdsu.curriculog.com/proposal:3544/form
RUSSN	301	Advanced Grammar and Composition	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3530/form
SPAN	281	Intermediate Spanish for Heritage Language Learners I	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3532/form
SPAN	282	Intermediate Spanish for Heritage Language Learners II	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3531/form
SPAN	101	Introduction to Spanish I	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3537/form
SPAN	102	Introduction to Spanish II	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3538/form
SPAN	181	Introduction to Spanish for Heritage Language Learners I	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3539/form
SPAN	201	Intermediate Spanish I	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3536/form
SPAN	202	Intermediate Spanish II	Course Description	Updating foreign language courses to capture cultural learning.		4	8/20/2025	https://sdsu.curriculog.com/proposal:3535/form
SPAN	211	Intermediate Conversation and Reading	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3534/form
SPAN	212	Intermediate Conversation and Writing	Course Description	Updating foreign language courses to capture cultural learning.		3	8/20/2025	https://sdsu.curriculog.com/proposal:3533/form

2025-2026 University Catalog - Information - Undergraduate Programs TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: August 20, 2024 / September 3, 2024								
	Title	Information (Revised)	Program Type	Modifications	Major Code	SIMS Code	Proposal Link	Notes
	Nursing, Registered Nurse, B.S. in Applied Arts and Sciences	x	Degree Program	In Curriculum Plan core updated units for NCLEX credit from 15 to 18; in Program core removed NURS 307, NURS 400, and NURS 400L, added NURS 307W and NURS 444 removed International Experience core	12032	554604	https://sdsu.curriculog.com/proposal:2879/form	informational item from 24/25, modality was updated
	Africana Studies, B.A. in Liberal Arts and Sciences	x	Degree Program	added AFRAS 323	22111	110301	https://sdsu.curriculog.com/proposal:2883/form	informational item from 24/25

TO: SEC/University Senate

FROM: Adrienne D. Vargas, Vice President, University Relations and Development

DATE: August 20, 2024

RE: Information

Philanthropy Report:

TCF Board Member and Alumnus Jason Campbell and Carlota Guarana Campbell have made pledge payments and gifts totaling \$120,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium, and to the Coach Fisher Basketball Endowment in the Department of Intercollegiate Athletics.

The Estate of Alumnus Timothy A. Dunn has made a bequest payment of \$70,000 to support the Aztec Athletic Scholarship Fund in the Department of Intercollegiate Athletics.

Jeff Harris has made pledge payments totaling \$78,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium.

Alumnus Mark Howard and Melissa Howard have made a pledge payment of \$30,444 to support the Howard Family Adapted Athletics Scholarship in the Division of Student Affairs and Campus Diversity.

Jay Jeffcoat has made a pledge payment of \$25,000 to support the Performing Arts District in the College of Professional Studies and Fine Arts.

Alumnus Mark Jones has committed to a bequest to support an endowed scholarship for student athletes in the Department of Intercollegiate Athletics.

Alumna Mary Lynne Lawlor, Ph.D. has made a pledge payment of \$149,557 to support the Marylinn J. Metzke Endowment in the Fowler College of Business.

The Estate of James F. Mason has made a bequest payment of \$238,972 to support the Cheryl L. and James F. Mason Scholarship Endowment in the College of Education.

Faculty Emerita Randi E. McKenzie has made a pledge of \$72,857 to support the T & R McKenzie ARC Instructor Development Fund for SDSU Associated Students.

TCF Board Member and Alumna Dr. Patti L. Roscoe has made a pledge payment of \$71,302 to support the Patti Roscoe Meetings & Events Professorship - Institute for Meetings & Events Fund in the College of Professional Studies and Fine Arts.

Alumna Anne Rosser has made a pledge of \$105,000 to support the Anne Rosser Residential Endowment in the Division of Student Affairs and Campus Diversity.

Glenn and Lynne Rossman have established a charitable gift annuity valued at \$129,998, in which the remaining assets will support the Glenn and Lynne Rossman Endowed Scholarship in the Department of Intercollegiate Athletics.

Sudberry Properties, on behalf of Colton Sudberry and Marco Sessa, has made pledge payments totaling

\$63,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium. AVID Center has made a \$52,635 pledge to support the Stephen L. Weber AVID Alumni Scholarship in the Division of Faculty Advancement and Student Success.

Beta Alpha Psi has made a gift of \$25,000 to support the Beta Alpha Psi Scholarship Endowment in the Fowler College of Business.

Alumnus William J. Brack and Karen G. Brack have made a gift of \$75,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumna Darcy Brody has committed to a bequest to support the SDSU Men's Basketball, Soccer, and Football teams in the Department of Intercollegiate Athletics.

Marilyn Brown has made a gift of \$30,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumnus Lloyd De Llamas has made a \$252,500 pledge to support the de Llamas Opportunities Fund in the Division of Academic Affairs.

The Estate of Faculty Emeritus Deborah M. Dexter, Ph.D. has made a bequest payment of \$326,917 to support the Deborah M. Dexter Endowed Scholarship in Biology in the College of Sciences and the Deborah M. Dexter Endowed Scholarship in Musical Theatre in the College of Professional Studies and Fine Arts.

Joseph Fisch and Joyce Axelrod have recommended a grant of \$50,000 from the Joseph J. Fisch Fund at the Jewish Community Foundation to support the Joseph Fisch Fund for Excellence in Music in the College of Professional Studies and Fine Arts.

Ray E. Glass has made a \$25,000 pledge to support the Karen Wilcken Special Project Student Endowment in the Fowler College of Business.

Alumni Deborah A. and David A. Hawkins have made a \$64,000 pledge to support the Deborah A. and David A. Hawkins Fund for Career and Professional Readiness in the Charles W. Lamden School of Accountancy in the Fowler College of Business.

Matthew C. Hervey has recommended a grant of \$175,000 from the Hervey Family Fund at the San Diego Foundation to support the Guardian Scholars Program in the Division of Student Affairs and Campus Diversity and the Consensus Organizing Center in the College of Health and Human Services.

TCF Board Member and Alumna Zeynep Ilgaz and Alumnus Serhat Pala have made pledge payments totaling \$51,452 to support the Ilgaz - Pala Family Aztec Cooperative Fund Endowment in the Fowler College of Business and the SDSU Women's Athletics Fund in the Department of Intercollegiate Athletics.

Bob and Nancy Leone have made a \$25,000 pledge payment to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumna Betsy McCullough and James Hare have made a \$25,000 pledge to support the Betsy McCullough and James Hare Fund for Guardian Scholars in the Division of Student Affairs and Campus Diversity.

Faculty Emeriti Randi E. McKenzie and Thomas L. McKenzie have committed to a bequest to support the

T & R McKenzie ARC Instructor Development Fund for Associated Students.

Alumni Vance and Myra Mills have committed to a bequest to support student athlete scholarships in the Department of Intercollegiate Athletics.

Rosa Moreno has committed to a bequest to support the Cesar Chavez Commemorative Scholarship in the Division of Student Affairs and Campus Diversity.

Oceana, Inc. has made a \$46,920 pledge to provide continued support for the Oceana Fund for Brazilian Studies in the College of Arts and Letters.

Ocean Bluffs Estates, at the recommendation of John L. Baldwin, has made a gift of \$25,000 to support the John L. and Shawn A. Baldwin Scholarship for Excellence in Opinion Journalism Endowment in the College of Professional Studies and Fine Arts.

Alumni Mike and Chris Pack have made a gift of \$50,000 to support Teach the Teacher Coding Workshops in the College of Education.

Alumni Gordon and Janis Shackelford have made a \$50,000 gift to support the Shackelford Faculty Research Startup Fund for SDSU.

Gerald M. Starek has made a gift of \$27,600 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

TCF Board Member and Alumnus John Wills and Jane Wills have committed to an increase in their existing bequest to the Wills Family Trust Endowment to support financial need and high-achieving scholarships in the Fowler College of Business and recruitment scholarships for students of all majors at SDSU.

TCF Board Member and Alumnus Terry L. Atkinson has made pledge payments totaling \$202,018 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium, and to the Terry L. Atkinson Endowed Professorship in Finance in the Fowler College of Business.

TCF Board Member and Alumnus Ed Brown and Kathy Brown have made a gift of \$26,000 to support the James Silberrad Brown Foundation Aztecs Going Pro Fund in the Department of Intercollegiate Athletics.

Deborah Gann Carstens has committed to a bequest to support the Department of Women's Studies in the College of Arts and Letters.

Crankstart Foundation has recommended a grant of \$25,000 from the Crankstart Scholarship Fund at the San Francisco Foundation to support the Crankstart California Community College Transfer Student Scholarship for SDSU.

Crest Beverage, LLC has made a gift and pledge payment totaling \$230,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium, and to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Gene and Kathleen Dente have made a gift of \$30,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumni Richard and Sandra Diehl have committed to a bequest of \$50,000 to support the College of Education Scholarship fund.

TCF Board Member and Alumnus Dr. Stephen Patrick Doyle and Lynne Doyle have made a pledge payment of \$25,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumnus Kenneth Gerdau and Wendy Gerdau have recommended a grant of \$25,000 from the Gerdau Family Fund at the Orange County Community Foundation to support the Director of The Corky McMillin Center for Real Estate Endowment in the Fowler College of Business.

TCF Board Member and Alumnus Jeffrey Glazer and Lisa Braun Glazer have made a pledge payment of \$75,000 to support the Glazer Outstanding Lecturer Fellowship Endowment in the Fowler College of Business.

Alumnus Thomas Golich and Donna Golich have made a gift of \$121,359 to support the Tom and Donna Bergelis Golich Endowed Scholarship in Communication in the College of Professional Studies and Fine Arts.

Charles W. Lamden School of Accountancy Lecturer, Julie Hansen has committed to a bequest to establish a named, endowed scholarship to support students in the Fowler College of Business.

Alumnus Lt Col (Ret.) Clyde A. Hartshorn, Jr. has committed to a bequest of \$50,000 to support the Lt Col (Ret.) AF Clyde A. Hartshorn, Jr. Endowed Scholarship in the Division of Student Affairs and Campus Diversity.

Alumni Deborah A. and David A. Hawkins have made a pledge payment of \$30,000 to support the Deborah A. and David A. Hawkins Fund for Career and Professional Readiness in the Charles W. Lamden School of Accountancy in the Fowler College of Business.

Jane W. Hopkins has committed to a bequest to support the Bruce and Jane Hopkins Endowed Fund in Theatre in the College of Professional Studies and Fine Arts.

The Estate of Alumnus Donald Kelm has made bequest payments totaling \$394,200 to support the San Diego State University Annual Fund for Excellence Endowment, and the Geological Sciences Fund and Donald Kelm Geological Sciences Endowment in the College of Sciences.

TCF Board Member and Alumnus Kim Kilkenny and Alumna Mary Kilkenny have committed to a bequest to provide unrestricted support to the greatest needs of the University.

Gary A. and Maxine A. Kreitzer have made a gift and pledge payment totaling \$110,396 to support the Kreitzer Fowler Scholars Scholarship Endowment in the Fowler College of Business, and to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumnus Richard Michael Lizon has made a gift of \$33,000 to support the Lizon Family Endowed Scholarship in the Division of Student Affairs and Campus Diversity.

Alumna Robin B. Luby has made gifts and pledge payments totaling \$62,000 to support the following areas of the University: the Charles S. Luby & Robin B. Luby Endowment for Library Excellence and the University Library Dean's Excellence Fund for the University Library; the Performing Arts District, Chuck and Robin Luby Endowed Scholarship for Musical Theatre, and the Chuck and Robin Luby Endowment for Musical Theatre in the College of Professional Studies and Fine Arts; the College of Arts and Letters Dean's Excellence Fund; the College of Sciences Fund; and the College of Education Fund.

Alumni Ken and Mollie McCain have made a gift of \$30,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Kevin R. and Leann McCarthy have made a gift of \$30,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumni Chuck and Kathy Mendenhall have made gifts and pledge payments totaling \$47,018 to support the Guardian Scholars Housing Fund in the Division of Student Affairs and Campus Diversity, the Women's Water Polo Excellence Fund and student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Hans and Ursula Moede have recommended a grant of \$40,000 from the Ursula and Hans Moede Charitable Fund at the Schwab Fund for Charitable Giving to support the Healthy Early Years & Joyner Elementary Partnership in the College of Education.

Alumna Nancy D. W. Moure has committed to a bequest and made a gift of \$55,000 to support the Nancy D. W. Moure Endowed Scholarship in Art History in the College of Professional Studies and Fine Arts.

Gregory and Barbara Nelson have made a gift of \$30,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumnus James Ryan Norgan has committed to a bequest to SDSU to establish a named, endowed fund with the area(s) of support under consideration.

Alumnus Jeffrey Partrick and Trulette Clayes have made a gift and pledge payment totaling \$121,205 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium, and to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumnus Richard S. Porter has made a gift of \$52,631 to support the Michael and Anne-Charlotte "A.C." Harvey Scholarship Endowment in the College of Professional Studies and Fine Arts.

Price Philanthropies Foundation has made a \$504,000 pledge to support the seventh cohort of the Price Community Scholars Program in the Division of Student Affairs and Campus Diversity.

Quantum Design has provided a gift-in-kind donation valued at \$296,960 to the College of Sciences.

Alumnus Paul E. Robinson and Trudy Stambook have committed to a bequest of \$50,000 to establish a named, endowed fund with the area(s) of support under consideration.

Glenn and Lynne Rossman have made pledge payments and gifts totaling \$42,000 to support the Women's Golf Excellence Fund, Women's Basketball Excellence Fund, Men's Golf Excellence Fund, SDSU Women's Athletics Fund, James Silberrad Brown Foundation Aztecs Going Pro Fund, the Stadium Excellence Fund in support of the construction of Snapdragon Stadium, and support for student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Jahaziel Anazai Sanchez has committed to a bequest of \$50,000 to establish an endowed scholarship to support formerly incarcerated students (Project Rebound) in the Division of Student Affairs and Campus Diversity.

San Diego Gas & Electric has made gifts totaling \$40,000 to support the following areas of the University: the Mesa Engineering Fund, Ellen Ochoa Femineer Program Fund, SDSU Chapter of the

Society of Hispanic Professional Engineers, SDSU Chapter of the National Society of Black Engineers, and the Zahn Innovation Platform Launchpad - Women in STEM Entrepreneurship Initiative in the College of Engineering; Women in Business in the Fowler College of Business; and the SDSU Chapter of the Society for Advancement of Chicana and Native Americans in Science in the College of Sciences.

TCF Board Member and Alumnus Kit Sickels and Alumna Karen Sickels have made a \$190,000 pledge and have increased an existing bequest by \$500,000, to support the Kit and Karen Sickels Chair in University Heritage and Community Engagement in the College of Arts and Letters.

Alumnus Craig T. Stevens and April S. Buchner have committed to a bequest to support the Entrepreneurship Center and programs in the Fowler College of Business, and the SDSU Men's Football Program in the Department of Intercollegiate Athletics.

TC Construction Company has made pledge payments totaling \$30,000 to support the Jim Ryan Chair in Construction Management in the College of Engineering, and support of student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Bill Turpin and Alumna Jayne Turpin have made gifts totaling \$42,000 to the Men's Basketball Excellence Fund and support of student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Faculty Member Sandra A. Wawrytko, Ph.D. has made pledge payments totaling \$40,000 to support the Charles Wei-hsun Fu Center for Asian and Pacific Studies Endowed Scholarship and the Charles Wei-hsun Fu Center for Asian and Pacific Studies Program Fund in the College of Arts and Letters.

Alumna Debra J. Zaleschuk and Timothy Zaleschuk have made a gift of \$30,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumni Laura E. Angel-Zavala and Francisco M. Zavala have committed to a bequest to support the Angel Zavala Endowment Fund for the Healing Arts in the College of Health and Human Services.

Presidential & Special Events:

On Monday, April 29, President Adela de la Torre, Dean Janis McKay and Vice President Adrienne Vargas hosted a cultivation and stewardship dinner at the University House for the College of Professional Studies and Fine Arts donors who support the School of Journalism & Media Studies.

On Tuesday, April 30, a special reception was held at the Parma Payne Goodall Alumni Center for graduates receiving "Outstanding Graduate" recognition at the undergraduate and graduate level. President de la Torre provided congratulatory remarks and each academic dean distributed the awards. Nearly 120 graduates received this recognition.

On Tuesday, May 7, President Adela de la Torre, Dean Jeff Roberts and Vice President Adrienne Vargas hosted a lunch at the University House for College of Sciences donors. The purpose of this lunch was to engage life sciences prospects and donors and to educate / inform them about SDSU's STEM Forward initiatives, specifically the new construction of the Life Sciences Building.

On Monday, May 1, President Adela de la Torre and Vice President Vargas hosting the annual stewardship appreciation event for members of the Heritage & Legacy Societies aboard the USS Midway. Guests include members of the Legacy Society (donor advised funds) and Heritage Society (estate gifts). These are donors who have left San Diego State in their estates. The featured speaker was Dr. Greg Daddis, Director of the Center for War and Society and the USS Midway Chair in Modern U.S. Military

History. Nearly 125 guests were in attendance for the breakfast and program. Commencement 2024, May 9-12, included the SDSU Imperial Valley ceremony with 315 graduates participating and nine ceremonies at Viejas Arena (7 undergraduate and 2 graduate). Close to 9,000 of nearly 12,000 eligible graduates participated at the main campus ceremonies and 50,000 guests attended across the three days. The ceremonies continued to have a student-centric focus with the addition of a second College of Graduate Studies ceremony to enhance the experience for our graduate students. The overall hooding process was quicker and over 1,400 doctoral, terminal degree and master's degree candidates participated across both ceremonies.

Special Events continuously looks at ways to enhance and streamline the commencement ceremonies. A big initiative this year was to move to an all-digital commencement program to be more sustainable and, in doing so, we were able to eliminate over \$100,000 in printing costs.

Two Honorary Doctorate conferrals took place during the 2024 Commencement ceremonies. During the College of Arts and Letters ceremony, Adam Day received the honorary degree of Doctor of Humane Letters. Among his most notable service to the California State University is his tenure as a member of the CSU Board of Trustees where he served as both vice chair and chair. During the Fowler College of Business ceremony, James Silberrad Brown posthumously received the honorary degree of Doctor of Humane Letters in recognition of his service to the San Diego community and his many successful entrepreneurial endeavors. His family was in attendance to accept his award. Private receptions were held in conjunction with both conferrals.

On Thursday, May 16, President Adela de la Torre and Vice President Adrienne Vargas hosted the annual gathering for The Campanile Foundation (TCF) at the home of Mike Neal, a current TCF board member. This year marks the 25th anniversary for The Campanile Foundation and several key accomplishments were celebrated for the period of 1999-2024: 1) annual giving increased from \$35M to \$137M; 2) the endowment total increased from \$30M to \$468M; 3) TCF board member lifetime giving and commitments now exceeds \$192M; and, 4) total campus fundraising has now reached \$1.8 billion. Nearly 90 current and former board members attended the reception along with current TCF committee members.

On Tuesday, June 4, The Campanile Foundation Stewardship Committee meeting was held at the Parma Payne Goodall Alumni Center. The committee chair is Dr. Joyce Gattas. The committee Goal is to determine best practices for stewarding donors to San Diego State University. Presentations and discussions focused on commencement 2024 highlights; Tower Society brainstorming; the Gus and Emma Thompson Black Resource Center \$5M gift from the Dong families; a review of the SDSU Alumni Awards of Distinction; a CSU and SDSU budget update; and, remarks from a student who directly benefits from philanthropic support.

On Monday, July 29, Vice President Vargas hosted the annual Tower Society appreciation reception at Snapdragon Stadium. The purpose of this annual event is to steward Tower Society members. Tower Society consists of lifetime members who have donated \$50,000 or more to San Diego State. Vice President Vargas provided university highlights, including upcoming fundraising initiatives; John David Wicker, Director of Intercollegiate Athletics provided stadium and program updates; Head Football Coach Sean Lewis shared his vision for the upcoming football season; and, player Mekhi Shaw shared his experience as a student-athlete and how philanthropy has impacted his experience. Over 200 guests joined the event.

On Wednesday, July 31, Vice President Vargas hosted a division-wide meeting for University Relations and Development. Each department provided an update on FY23-24 accomplishments. Additionally, there were presentations about the CSU and SDSU budget, Commencement 2024, prospect management, the anatomy of the Gus and Emma Thompson Black Resource Center gift and how best to manage donor email preferences. The division theme is “Year of Gratitude” and each department also provided

There were four naming requests respectfully put forth and subsequently approved by the Senate Executive Committee and the Office of the President during the April meeting: 1) As part of the Africana Studies Collection within the University Library; the first study room will be named on behalf of Queen Mother Dr. Kathleen Harmon and is sponsored by President Adela de la Torre and Mr. Stephen Bartlett will; Study Room LL378; 2) Charles Wei-hsun Fu Center for Asian and Pacific Studies; 3) David Belenzon Lobby within the Main Stage Theatre; and, 4) the Skatepark Project Center for Skateboarding, Action Sports and Social Change at SDSU.

The Donor Relations team continues to create a stewardship foundation through strategic donor stewardship tactics that express appreciation, impact, and recognition. Recent stewardship activities include:

- Sent over 740 thank-you notes in appreciation for gifts made throughout campus in support of colleges, departments, and athletics and 40 notes for honorary and memorial gifts
- Welcomed 110 first-time SDSU donors

A critical component of the donor relations team's stewardship foundation is to share how scholarship donors' gifts impact students. Recent scholarship stewardship activities include sharing an Academic Year 2023-24 campus-wide scholarship impact to donors.

[illegible]

Distribution: Sent 604 households (endowed/non-endowed donors/stewardees) received an invitation to view their digital scholarship impact report and personalized summary via their personalized Mythos microsite

3. Digital Email sample

Digital report link https://issuu.com/sdsudonorrelations/docs/final_4-page_brochure_only?fr=xKAE9_zU1NQ

Distribution: Sent to 3,400+ endowed scholarship stewardees; all donors of named, annual scholarships (non-endowed); and/or contributors to endowed and non-endowed scholarships (includes donors who made a gift of any amount within the past two FYs).

Email sample which



To: SEC/Senate
From: Pat Walls, Chair, Staff Affairs Committee
Date: August 20, 2024
Subject: INFORMATION: Staff Affairs Committee Annual Report AY 2023-2024

In AY 2023-2024 the Staff Affairs Committee (SAC) sought and gained non-MPP staff emeritus status for 29 retired staff. SAC worked with IT, Human Resources, Faculty Advancement, and the President's office to codify the emeritus designation process and present it in a new website

<https://hr.sdsu.edu/benefits/emeritus-designation>

Previously, SAC received quarterly reports on staff who had retired, which led to a gap in email access since staff emails were deprovisioned the day after a staff quit, was let go, or retired. Emeritus status is not granted until a vote by the Senate as a whole and affirmed by the President. Now, for staff who retire (especially important in the summer), their emails are not deprovisioned until 180 days after their last day, closer in line with students and faculty. Thus there will be uninterrupted email access so retired staff can maintain contact with the university at large.

Throughout the academic year SAC filled staff seats in Senate Standing Committees, Senate Committees, and other Campus Committees.

SAC members also conducted the Presidential Staff Excellence Awards which will be announced in late August.

In the April 2024 Senate meeting the SAC was approved to be a Senate Core Committee and the SAC chair, or designee, to *ex officio* serve on the Senate Executive Committee (SEC) instead of having an elected staff senator. Additionally, the role of non-MPP staff was further defined in the Policy File.

In AY 2024-2025 SAC will work to update their roster and committee composition to better align with other existing committees. SAC will also continue working on a Staff Planning Committee. Staff are also eager to be involved in the next five-year strategic planning committees.

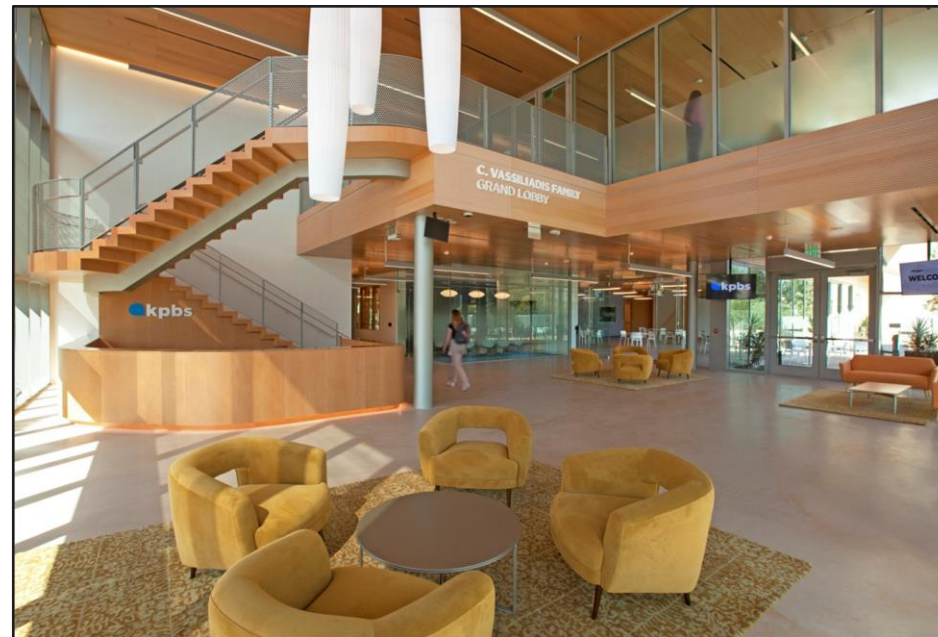
Senate Executive Committee Campus Improvements Update

August 20, 2024



KPBS Renovation & Expansion

- 13,500 SF addition to the broadcast facility and renovations to the 1st and 2nd floors of the existing building
- Project Budget: \$41M
- Completed: Spring 2024



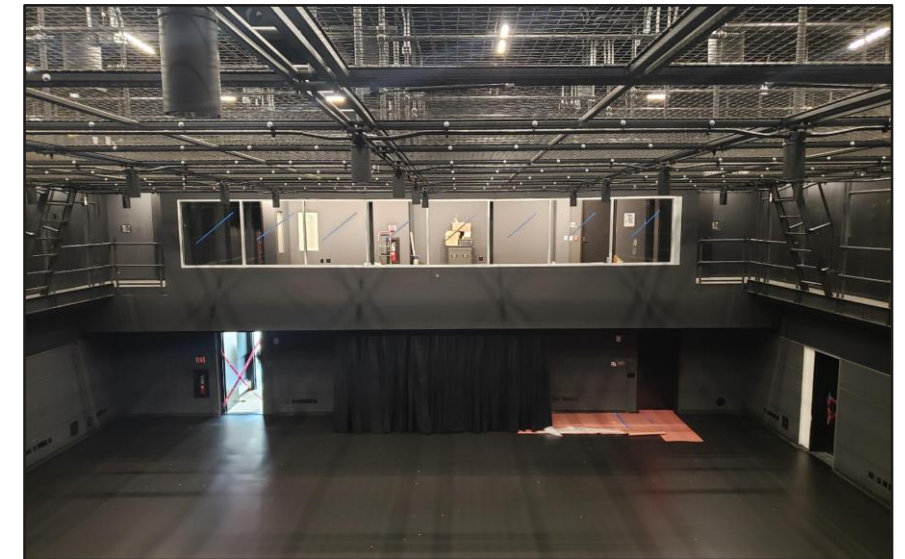
Dramatic Arts Building Renovation: Main Stage Theatre, Prebys Stage, Amenities Building



Main Stage Theatre Audience Hall



Prebys Stage - Exterior



Prebys Stage - Interior

- Renovations to the Dramatic Arts Building, including code and accessibility upgrades to the Main Stage Theatre
- Construction of the new flexible-use Prebys Stage
- Construction of the new Amenities Building with ticket office and concessions
- Project Budget: \$44M (includes \$6M donor funds)
- Estimated Completion: August 2024

Brawley Sciences & Engineering Laboratories

- New 37,000 GSF / 2-story teaching and research laboratory building
- Project Budget: \$80M
- Projected Completion: August 2025

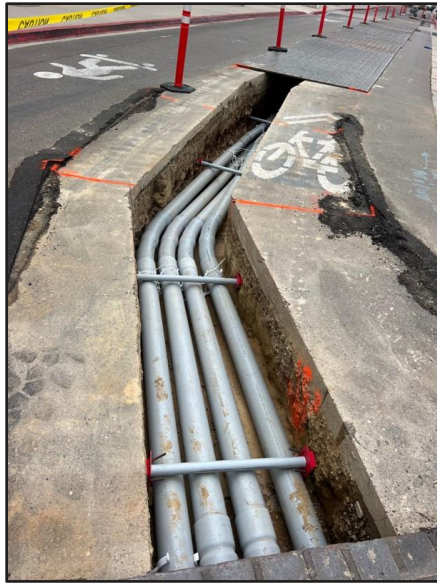


Project Design Rendering



Structural Steel and Metal Decking Installation

Electrical Infrastructure Upgrades



New Conduits



New Substation A



5 Overall Project Impact Area

- Includes the relocation of Electrical Substation A, the installation of new underground utilities, and the replacement of outdated electrical equipment
- Project Budget: \$36M
- Projected Completion: Spring 2025
- Completed: New Substation A and underground work for infrastructure installation
- Current progress: Upgrade existing distribution systems and transformers to 12kV within each affected building. Coordination of electrical outages to install new equipment in buildings.



Overall Site Plan – Current Construction Progress

SDSU Mission Valley Site Development and River Park



River Park Looking South

- Site development includes the 34-acre River Park and Murphy Canyon Creek Revegetation and Restoration
- Project Budget: \$225M
- Completed: Spring 2024



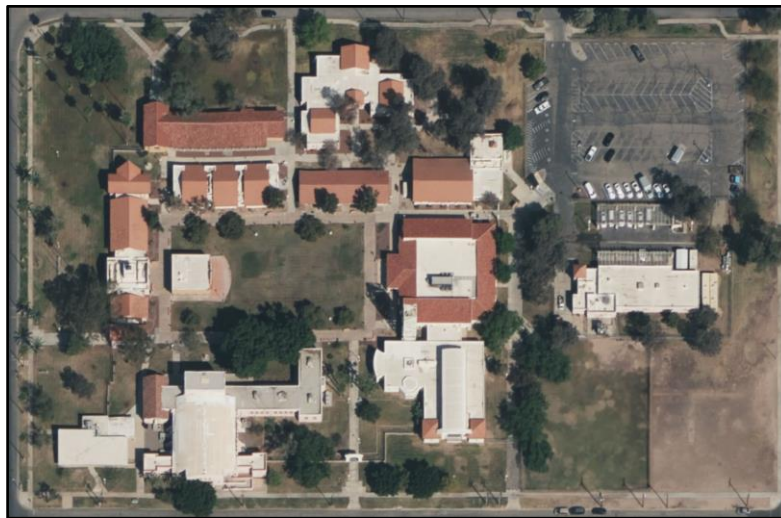
River Park Looking East

SDSU Imperial Valley Affordable Student Housing



Aerial View at SE Corner

- Provide 40 bedrooms/80 beds to students at SDSU Imperial Valley and Imperial Valley College
- Project Budget: \$17M
- Projected Construction Start: December 2024
- Projected Completion: July 2026



Aerial View of SDSU Imperial Valley



Planned Building Site



Low Aerial View at SE Corner

Active Projects Update:

- College of Sciences HVAC Upgrades
- Traffic Mitigations

To: Senate Executive Committee/Senate
From: Gloria Rhodes, CFA, Chapter President
Date: August 20, 2024
Re: Information Item

Welcome Back to a new academic year at San Diego State University and the opportunity to share California Faculty Association (CFA)- Collective Bargaining Agreement (CBA) Reopener gains. These gains were made possible through our efforts, working together as faculty. As a faculty union, we fight for all faculty rights and bread and butter issues, such as salary. As a social justice union, we fight for equity and inclusivity more broadly. All this is only possible because of you, our **members**. The California Faculty Association (CFA) gained significant gains in our Collective Bargaining Agreement (CBA) Reopener for fiscal year (FY) 2024/2025.

Reopener Gains includes:

The agreement reached between the California State University and the California Faculty Association (CFA – Unit 3), ratified by the CSU Board of Trustees on March 4, 2024, provides salary and benefits program provisions for FY 2024/2025 as follows:

☐ Salary Program effective July 1, 2024:

- 5% General Salary Increase
- Salary range minimums, service salary increase (SSI) maximums, and salary range maximums will be increased by 5%.
- Salary range minimums of Lecturer A classifications, including corresponding assistant professors, coaches, counselors, and librarians, will be increased by \$3,000 each for academic year appointments (and the equivalent for other pay plans). Note, these increases will be applied after the 5% GSI to the salary range minimums.
- A 2.65% Service Salary Increase (SSI) for eligible employees on their anniversary dates in FY 2024/2025.
- Increasing paid parental leave from 6 to 10 weeks (a 67% increase in paid leave).

Additional Collective Bargaining Agreement (CBA) Reopener Gains includes:

- First-time contract language establishing rights and protection for faculty who are interviewed or approached by police.
- First-time contract language regarding access to gender-inclusive restrooms and lactation spaces, and a process to monitor issues of access and adequacy.
- Adding first-time contract language that acknowledges the importance of moving all campuses to a 1,500: 1 students-to-counselor ration (a ratio recommended by the International Accreditation of Counseling Services).
- Adding the option for counselors to request academic-year or 10-month employment contracts.
- First-time contract language establishing a funded pool of assigned time for lecturer faculty who provide service to their university.
- Adding language on course caps protecting against unilateral increases by management.
- Increasing supplemental department chair pay (for the first time in over 13 years) from at least \$80 to \$160 monthly; with an increase from \$120 to \$240 monthly for chairs of departments with 18 or more FTE faculty effective July 1, 2023.

CFA Contact Information

Please do not hesitate to contact our campus California Faculty Association office at any time if we can provide assistance, whether on a contract rights issue or other matter. Our campus CFA chapter has a Faculty Rights Committee, composed of faculty volunteers, and we can talk with faculty colleagues about individual situations and assist in resolving issues. We can be reached at cfa@sdsu.edu or 619-594-2775. Our office is in Education 106.

Lastly, our power and success are based on membership. So, if you are not a member, you need to sign up; if you are, **thank you, but please** take one more step and become active with us or sign up someone who isn't.

Join us now at <https://www.calfac.org/join-cfa/>



CFA-San Diego State University Chapter Executive Board 2024-2025

President: Gloria Rhodes- rhodes.gloria09@gmail.com; grhodes@calfac.org

Vice-President- Jochen Kressler- clabber_lang@yahoo.com ; jkressler@calfac.org

Treasurer: Devon Berkheiser- devon.berkheiser@gmail.com

Secretary: Amanda Lanthorne- amanda.lanthorne@gmail.com

Representative to the CFA Council for Racial and Social Justice - * Tarharke Ade

Representative to the CFA Lecturers" Council-Savanna Schuermann-
savannaschuermann@gmail.com

Representative to the CFA Membership and Organization (M & O)- Mernie Aste
mmm.aste@gmail.com

Representative to the CFA Student for Quality Education (SQE) Esme Murdock
esme.Murdock@gmail.com

Representative to the CFA Political Action-Legislation- Sandra Mosby
sjvm2028@gmail.com

Representative to the Faculty Rights- David Kamper dmk31473@gmail.com

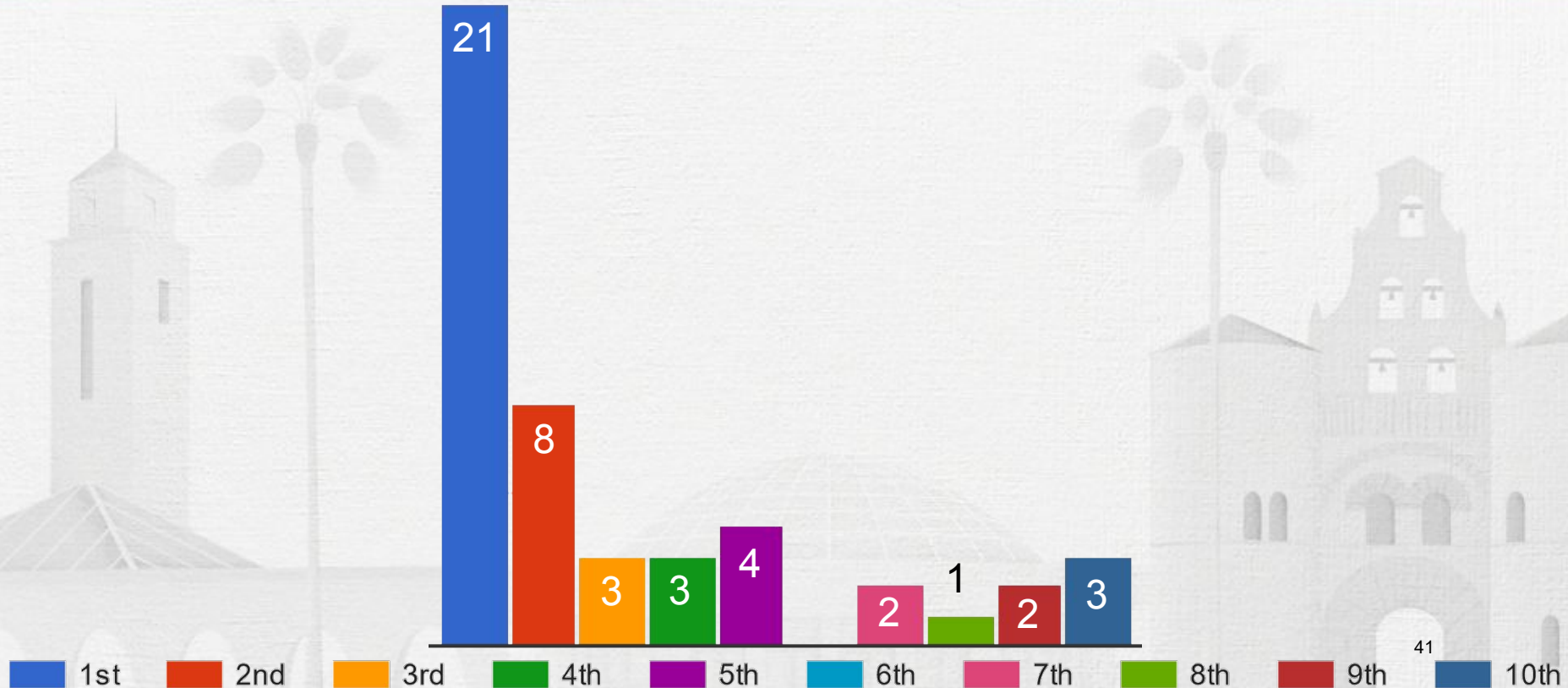
CFA Field Representative-SDSU – Jackie Teepen JTeepen@calfac.org

University Senate

Fall 2024 Senator Survey

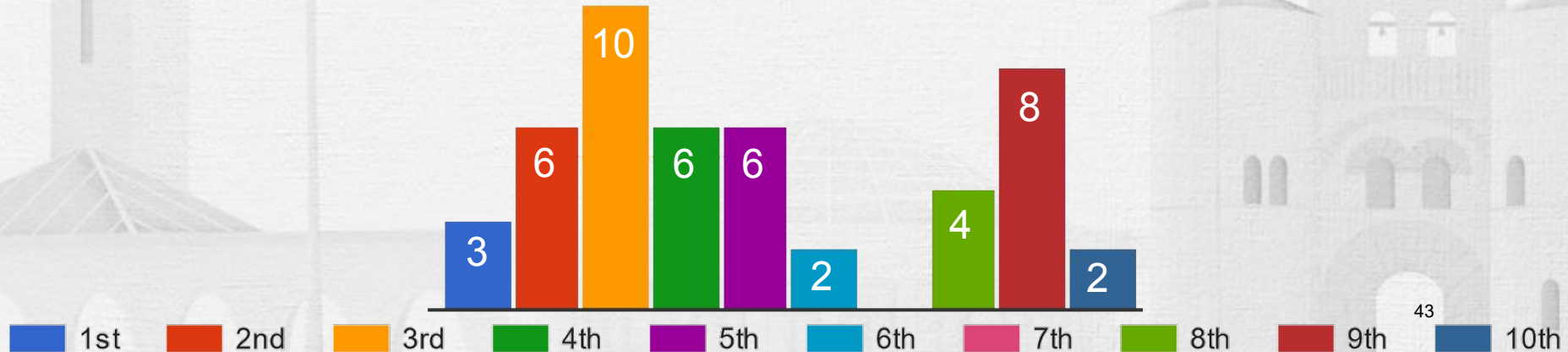
AY2024-25 Senate Goals

First Choices

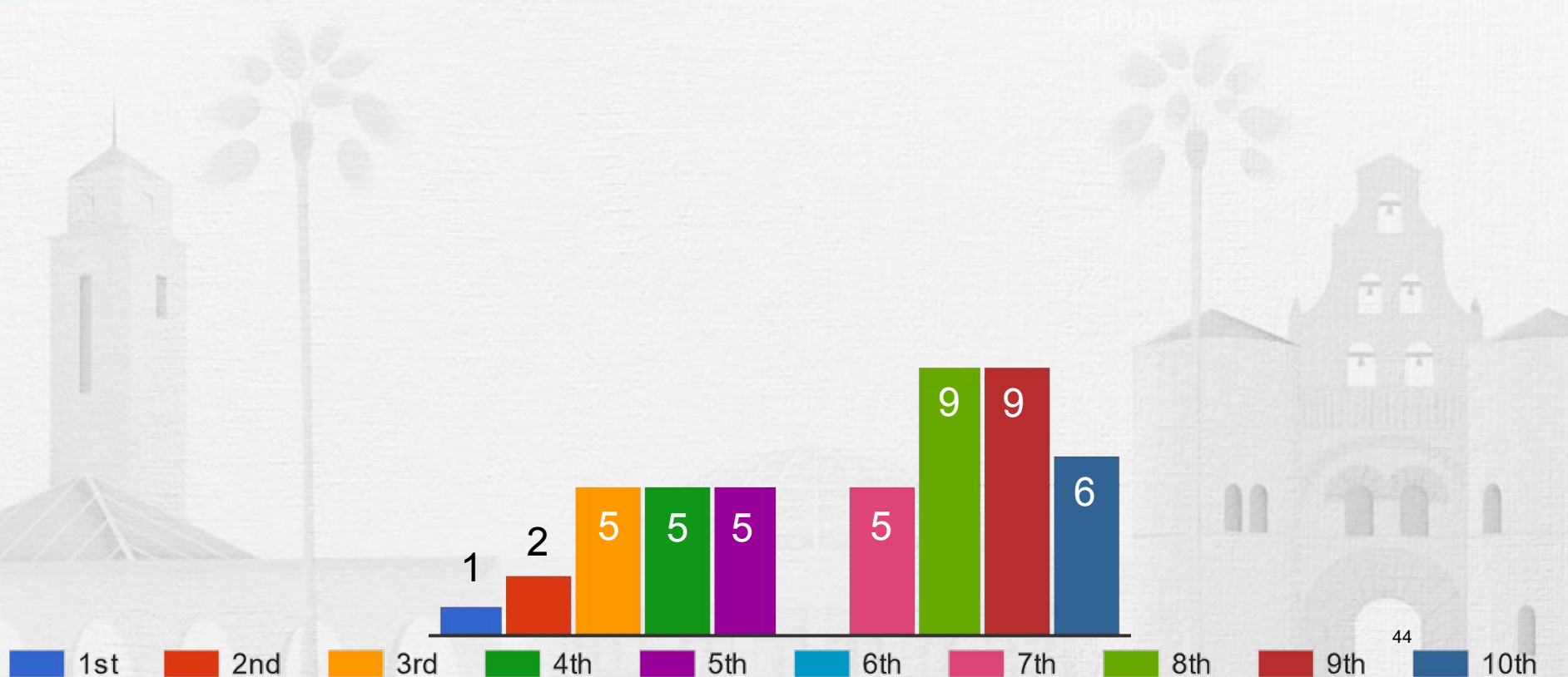


- *Refurbishing the University Library*
- *Pay equity*

Health and Well-being (mental health issues, burnout/overwork, high turnover, campus transitions, telework, COVID-19).

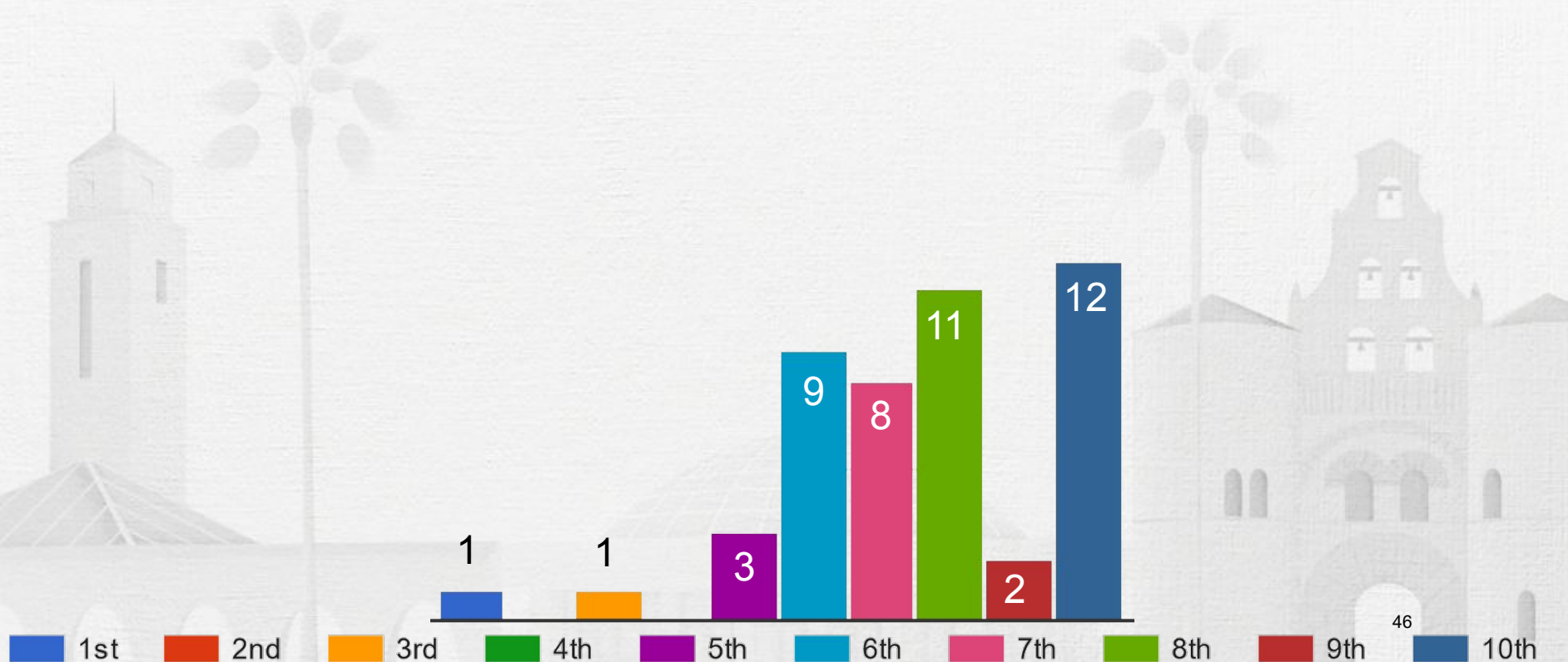


Create a more welcoming Senate and campus community by implementing Senate Guiding Philosophies in University Senate meetings, listserve and throughout the

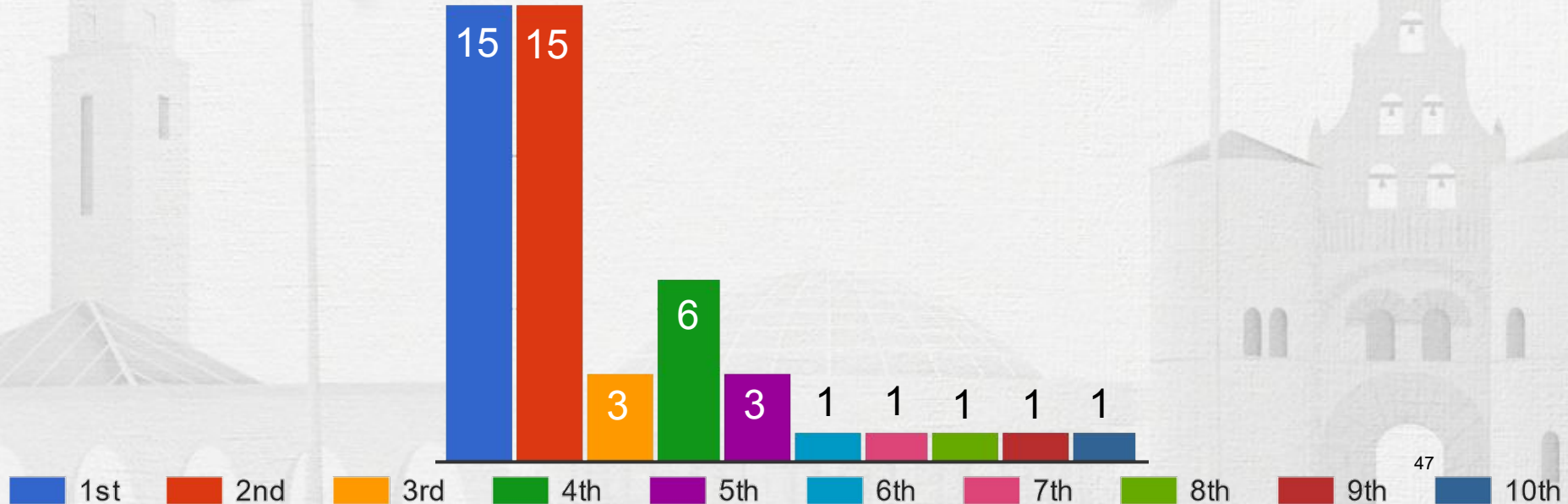


SDSU Artificial Intelligence (AI), surveillance
capitalism and mass datafication:
Develop SDSU AI policy.





The Future of Teaching & Service at SDSU (minimum course enrollment requirements, teaching loads, reduced course offerings as student populations grow).



- *Meeting research T/TT Faculty requirements as we move into R1 status - where we are deficient and what can be done about it outside of the traditional relegation of lines.*
- *Some of these fit within the above sessions, some might be new. 1. Simplify graduation procedures for both undergraduate and graduate students to better serve students (complexity serves power). 2. Analyze the impact of new software systems on faculty time burden. 3. Secure release time for Assistant and Associate Senators.*

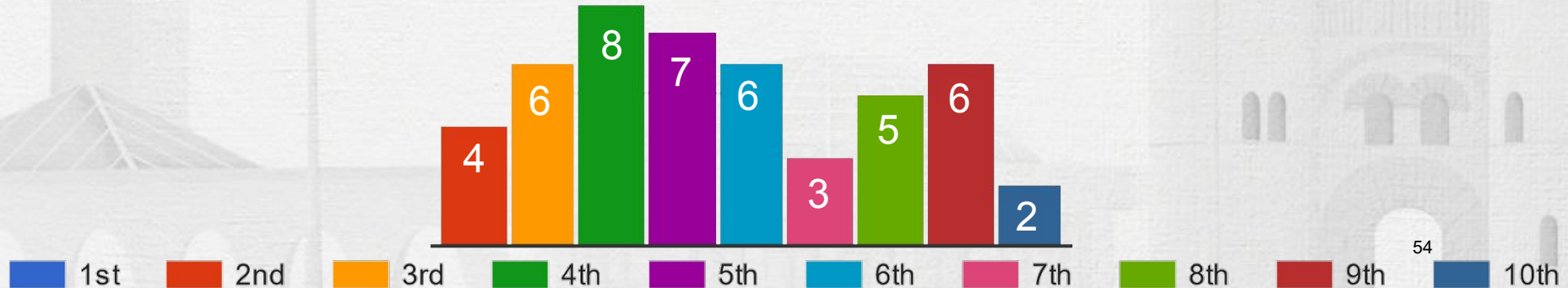
- *Workload creep (I realize this may go with "Health and well-being", which I ranked third, although all issues listed are important to me): (E.g. rising course caps, reduced ISA/TA/GA hours, increased Canvas workload (i.e. we use to just need a syllabus ready for day one of class, now the whole class has to be up on Canvas, meaning class prep for one class has gone from a couple days to a full week of uncompensated prep time), my.SDSU, PageUp, increasing Accomodations, decreasing support from Student Disability Services (SDS), etc.).*

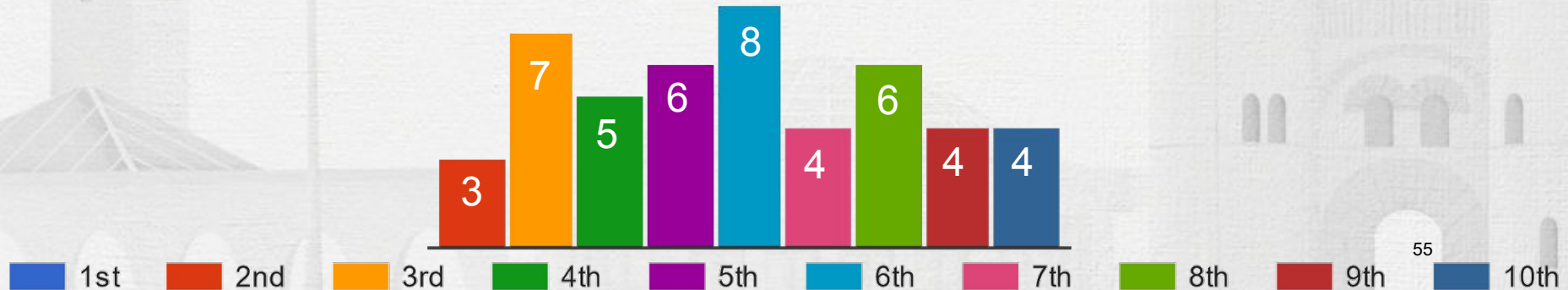
- *Basically, I cannot keep being my students' teacher, and also their mentor, and their therapist, and their advisor, and their support system. But when they reach out to other offices on campus, they often just get redirected by someone that they can tell is their own age (or younger), who is being paid minimum wage and doesn't really know how to help them. So I help because I care deeply about our students, but it's causing me a lot of burnout to where I am wondering when I will have to leave the profession altogether, which is a saddening thought for me.*

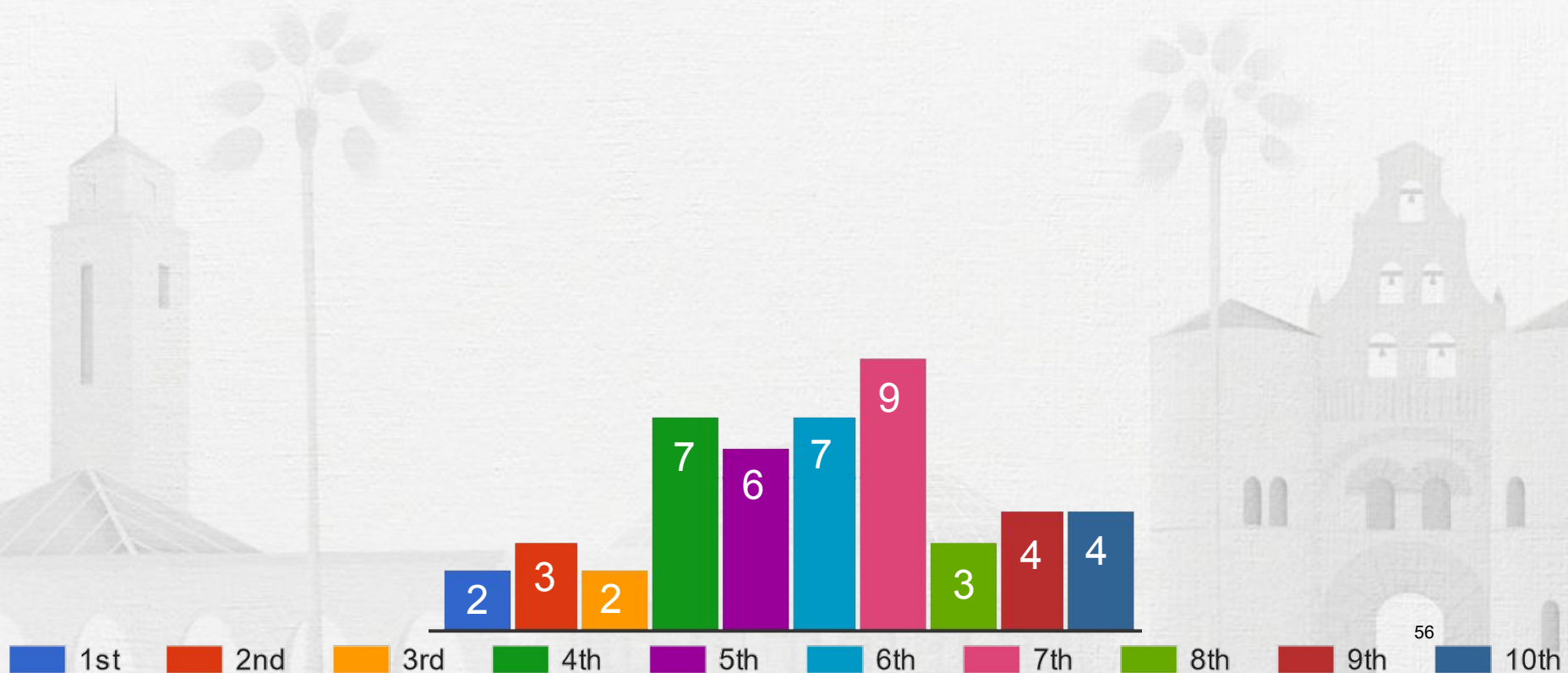
- *Sorry for the novel! I wanted to provide some explanation of what I meant, and I also see many of these issues (e.g. students being undersupported by SDS, campus offices often not serving students well, my ever increasing workload as an instructor) as well as budget issues, administrative bloat, lack of shared governance via admin. doing whatever they want anyways, etc. as interrelated.*

- *I deeply hope we can redirect the steering of this ship that is the CSU under current management; because the blatant corporatization of our institution, the quantification (and "spreadsheet-ification") of our students - rather than seeing them each as human beings, and the denegation of faculty, staff, and students that are brave enough to speak up or demand fair treatment is nauseating to say the least.*









- *Accessibility. Getting ASL services has been VERY difficult this past year across campus.*
- *Ensuring our students are actually being supported and resourced by the insitutions on campus that exist to serve them (e.g. SDS, Advising, etc.): I have had many students recently confide in me that they don't even bother to get accomdations from SDS because their reputation is so poor and they are so unhelpful and anti-student (no doubt many empolees that work there care very much and do amazing critcal work, but leadership there seems like a real issue...). I had to contact two of my own supervisors last spring (2024) to contact SDS on behalf a severly diabled student of mine that they refused to accomodate*

...e.g. wheelchair, cerebral palsy - the student would be more than happy to verify his poor treatment but for now I'll leave the student anonymous).

*Another student of mine confided in me that her roommates' mom was in the process of litigating against SDS for how they treated her student. Moreover, I have had several students seek me out for advising help because their current advisor just shows them their degree audit, and doesn't work in the field they are advising for, so they cannot really advise beyond which classes are needed to graduate, so I find myself often culturally taxed and working for free to advise our students. To be clear, this is not a critique on our excellent advisors, but rather perhaps centralizing advising in this way (pulling students away from the faculty that teach in their major) was not fully thought out before being implemented.*⁵⁸

- *Allowing free access to spaces for supporting increased education, outreach, and drone activities*
- *Administrative bloat; use of consultants*

Color Legend		
Red: Two years ago		
Yellow: Last year		
Green: Current year		
Card Name	List Name	Card Name
*Academic Policy & Planning (AP&P)	23/24_01: Assess the Feasibility of an Online Campus-wide Policy File Catalog	In Committee (purple)
*Academic Policy & Planning (AP&P)	21/22_04: Five-Year Review of Academic Administrators	In Committee (purple)
*Academic Policy & Planning (AP&P)	21/22_28: Review & Update Search Committees for University Admin Bylaws	In Committee (purple)
*Academic Policy & Planning (AP&P)	20/21_06: ASCSU Resolution: FACULTY EMERITUS/EMERITA STATUS: REVOCATION AND APPEAL	In Committee (purple)
*Academic Policy & Planning (AP&P)	20/21_09: Policy Reviews for Programs Offered through Global and Main Campuses	In Committee (purple)
*Academic Policy & Planning (AP&P)	23/24_08: Updating Definition of Faculty in Constitution	In Committee (purple)
*Committee on Committees & Elections (CCE)	23/24_02: Senate Elections: Methodologies for Voting	In Committee (purple)
*Committee on Committees & Elections (CCE)	22/23_09: Review & Update Policies Related to Senator Committee Assignments	In Committee (purple)
*Constitution & Bylaws (CBL)	22/23_19: Update Policy Language related to Committees	In Committee (purple)
*Constitution & Bylaws (CBL)	22/23_18: Bylaws 11.0 and 13.0 Updates	In Committee (purple)
*Constitution & Bylaws (CBL)	23/24_12: Review Draft of Senate Recordings Policy	In Committee (purple)
*Constitution & Bylaws (CBL)	23/24_15: Review Process for Filling Vacancies	In Committee (purple)
*Constitution & Bylaws (CBL)	23/24_16: Union Representation on Senate Executive Committee	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	21/22_16: Senate Diversity Plan	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	21/22_06: Policy File Review re 4.0 Diversity--regarding Global Campus & Nondiscrimination & Equality Opportunity Bylaws	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	21/22_22: Condemning Hostile Teaching Environments	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	23/24_14: Senate Principles of Shared Governance	In Committee (purple)
*Faculty Affairs Committee (FAC)	20/21_02: Professors of Practice: Implications?	In Committee (purple)
*Faculty Affairs Committee (FAC)	23/24_11: State of Student Course Evaluations	In Committee (purple)
*University Resources & Planning (URP)	23/24_03: Alcohol Products Co-Branding at SDSU	Complete/Passed (green)
*University Resources & Planning (URP)	23/24_13: Contextualizing the Fiscal Cost/Benefit of Athletics	In Committee (purple)
*Undergraduate Curriculum Committee (UCC)	21/22_19: Recommendation on elimination of the Writing Proficiency Exam (WPA) & Policy Adjustments Related to Upper Division Writing Requirement.	In Committee (purple)
Campus Development Committee	21/22_09: Naming Policies under the auspices of the Campus Development Committee	
Environment and Safety	20/21_03: Update Environmental & Safety Committee Charter.	In Committee (purple)
Environment and Safety	21/22_10: Smoking and Smudging Policy Bylaws and Updates	In Committee (purple)
Faculty Honors and Awards	20/21_04: Review Faculty Honors and Awards policies, with particular attention to the Senate Excellence in Teaching Award.	In Committee (purple)
Faculty Honors and Awards	22/23_10: Update Committee Charge and Clarify Responsibilities	In Committee (purple)
Freedom of Expression	20/21_01: Review Freedom of Expression policy and bring it up-to-date with digital age.	In Committee (purple)
Freedom of Expression	21/22_11: Academic Freedom Policy Review.	In Committee (purple)
International Affairs Council	22/23_01: ACIP Representative & Meeting Payment	SEC/Senate Processing (orange)
International Affairs Council	22/23_02: Tracking Undergraduate, Masters, Doctoral Proposals for Impacts on International Students	In Committee (purple)
Instructional and Information Technology	22/23_21: Provide Report on Impact of AI	In Committee (purple)
Instructional and Information Technology	23/24_10: Anti-Doxxing Policy	In Committee (purple)
Library	22/23_04: Review & Update Policies Regarding Material Gifts Valued at over \$20,000	SEC/Senate Processing (orange)
Research Council	21/22_07: Integrity in Research and Scholarship Policy Review	In Committee (purple)
Staff Affairs	22/23_07: Charter a New "Staff Planning Committee"	In Committee (purple)
Student Media Advisory	21/22_13: Student Affairs & Student Media Advisory Committees Reviews and Updates	In Committee (purple)
Bookstore Advisory	22/23_12: Add Librarian to Bookstore Advisory	In Committee (purple)
Bookstore Advisory	23/24_09: Removing Bookstore Advertising Items Not Approved by Faculty	In Committee (purple)
Teacher Preparation Advisory Council	21/22_32: Teacher Preparation Advisory Council Bylaw Review and Update	In Committee (purple)
Undergraduate Council	21/22_14: Undergraduate Council Bylaw Review and Update	SEC/Senate Processing (orange)
Honorary Degree	22/23_20: Update Honorary Degrees Policy	In Committee (purple)
Campus Fee Advisory Committee	23/24_07: Assessment and Report of Student Success Fee Proposals Funded	In Committee (purple)

AY2024-25

Date	\$6,126.45	Payee	Purpose / Justification / Notes
8/15/2024	\$162.99	Which Wich	Senate Retreat - Lunch hours
8/10/2024	\$719.94	TRELLO	Senate Referral Chart Annual web-hosting fees
8/8/2024	\$243.52	AZTEC SHOPS LTD	E10575 - SEC meeting catering
8/1/2024	\$5,000.00	SDSU IT	Service level agreement between University Senate and ITS

San Diego State University Addendum To CSU Systemwide Time, Place, and Manner Policy

University Designee with Oversight and Enforcement Responsibility

Dr. Christopher Manning, Vice President, Student Affairs + Campus Diversity, is the University administrative Employee designated to serve as the Designated University Official for San Diego State University with responsibility for oversight, implementation and enforcement of the Systemwide Time, Place, and Manner Policy, and this Addendum, including oversight of a training program for responsible staff and the broader university community (including Students and Employees).

Designated University Law Enforcement Liaison

Caryl Montero Adams, the Interim Dean of Students, is the University administrative Employee designated to serve as the Designated Law Enforcement Liaison between University law enforcement and Students exercising rights guaranteed by the First Amendment to the United States Constitution or Section 2 of Article I of the California Constitution, or both.

University Response Team

Conflict Management Action Team

The Conflict Management Action Team (CMAT) serves as SDSU's University Response Team, and is intended to implement and enforce the Time, Place and Manner Policy for the university campus. CMAT members are a diverse group of cross-divisional employees from Student Affairs and Campus Diversity. As student development specialists, CMAT members take the lead in responding to the opportunities that freedom of speech and expression brings to our community. It concentrates on education, support and intervention.

Trained CMAT members coordinate closely with campus colleagues (Strategic Communications, University Police, Academic Affairs, Business and Financial Affairs, Center for Human Resources, Risk Management, Associated Students, etc.) to serve as on-site, "first responders" who intervene to promote constructive dialogue and action. Through its members and other staff, CMAT provides eyes and ears on the ground to anticipate issues of concern to students and to proactively intercede before large-scale civil disturbances begin.

Aware that affirmation is a proven strategy to defuse stressful situations, CMAT's primary approach is to acknowledge student voices and the right to express their views, but in a manner that does not disrupt University operations. Training regarding free speech; time, place and manner; and event planning occurs with all student organizations at the beginning of each academic year to proactively engage on these topics.

The goals and approach used by CMAT members:

- Facilitate and protect students' right to freely speak and assemble.
- Dialogue with participants before, during and after.
- Show leadership in preparation and training for special events.
- Remain open and communicate constantly.
- Ensure that announcements and information needing to be shared with the crowd are communicated to everyone.
- Ensure campus policies and guidelines are being respected and that the academic and business operation of the University is not disrupted.

In the event of the need for a potential higher-level campus response, the CMAT group will communicate with the VPSACD, the Emergency Operations Center, and/or Strategic Preparedness Group for guidance, including University Police response, as appropriate.

The response team for matters related to implementation and enforcement include:

Name	Title and Division	Contact Information	Policy Role
Caryl Montero-Adams	Interim Dean of Students, Division of Student Affairs and Campus Diversity	caryl.adams@sdsu.edu	CMAT Coordinator and on-site Lead; Designated Law Enforcement Liaison
Kara Bauer	Interim Chief Student Development Officer and Executive Director for Residential Education, Division of Student Affairs and Campus Diversity	kbauer@sdsu.edu	CMAT on-site Lead
Christine Molina	Associate Dean of Students, Division of Student Affairs and Campus Diversity	cvidena@sdsu.edu	CMAT on-site Lead
Kevin Araujo-Lipine	Director, Center for Student Organizations & Activities, Division of Student Affairs and Campus Diversity	karaujolipine@sdsu.edu	CMAT on-site Lead
Dr. Christopher Manning	Vice President, Student Affairs + Campus Diversity	cmanning@sdsu.edu	Designated University Official for Implementation and Enforcement of TPM Policy

Dr. Randall Timm	Sr. Associate Vice President, Student Affairs + Campus Diversity	rtimm@sdsu.edu	Deputy University Official for Implementation and Enforcement of TPM Policy
Jessica Rentto	Sr. Associate Vice President, Administration	jrentto@sdsu.edu	Designated Liaison on SDSU Buildings & Grounds Regulations

San Diego State University Operating Hours

No one shall enter or otherwise remain on University Property between the hours of 10:00 p.m. and 6:00 a.m., or at such other times as published or posted by University housing and residential programs, and other similarly specialized University programs. This prohibition shall not apply to persons possessing valid written authorization from a University official, persons on legitimate University related business, or persons attending a specific University sponsored event. Those persons with legitimate University business reasons, valid written authorization, or attending a University sponsored event, shall be allowed to remain and access University Property as allowed in their authorization or through the duration of the specific event, after which time they shall leave University Property without any appreciable delay. This prohibition shall not apply to persons transiting on a roadway or path designated as open to the public.

Campus Time, Place and Manner Regulations

Access to and use of designated University Property must be scheduled and registered in advance, as noted in the list of University Property set forth below. Certain uses of University Property may be subject to fees, require liability insurance, and/or an indemnity agreement which must be provided by those who seek to engage in such uses. All users assume responsibility for all damage they cause to University Property. Failure to pay for damage to University Property may jeopardize future access to and/or use of University Property and can result in student conduct action for Students and Employees who are responsible for the damage, as well as civil or criminal action.

For purposes of this Addendum the following terms shall apply, as set forth in the CSU's Systemwide Time, Place, and Manner Policy:

A. Public Areas

A Public Area is University Property that is available for public assembly, marches, demonstrations, protests and debate. Right of access and equality of access are provided in these areas, so long as activities are lawful and do not disrupt University operations. Content-based restrictions are prohibited, but reasonable time, place and manner regulations will be applied. Spontaneous activities may take place in Public Areas without pre-scheduling or reservations.

B. Limited Areas

A Limited Area is University Property available to the public but due to business operations, safety concerns, or other important University interests, is not open for assembling, marching, demonstrating or protesting. Activities in these areas may require scheduling and reservations with the University, and are available on a limited basis, subject to campus regulations that are narrowly tailored to address the University's legitimate business interests.

Access to and use of certain designated University Property must be scheduled and registered in advance, as noted in the list of University Property set forth below. Certain uses of University Property may be subject to fees, require liability insurance, and/or an indemnity agreement which must be provided by those who seek to engage in such uses. All users assume responsibility for all damage they cause to University Property. Failure to pay for damage to University Property may jeopardize future access to and/or use of University Property and can result in discipline for Students and Employees who are responsible for the damage, as well as civil or criminal action.

C. Non-Public Areas

Except for areas designated as Public Areas and Limited Areas, all remaining University Property, including the interiors of all buildings and facilities, are Non-Public Areas. These areas are not open to the public and the University can restrict access to Non-Public Areas on a Content and Viewpoint Neutral basis.

If there is a University location not listed below, please contact the University administrator responsible for implementing this Addendum.

List of University Properties

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
	Campanile Walkway, Centennial Walkway, Aztec Walk, Sycamore Plaza/President Black Quad (open space north of Love Library), Scripps Cottage Hill Park, Trolley Plaza Park, South Campus Plaza Park, Conrad Prebys Aztec Student Union Courtyard, SDSU Imperial Valley Main Quad	6:00 am to 10:00 pm without specific event approval	These outdoor spaces may be used without reservations for non-amplified speech and expression, including solicitation of signatures on noncommercial petitions. Reservations are recommended to ensure adequate space is provided that does not interfere with other uses. Reservations are required when physical structures (e.g., tables, chairs, canopies, a-frame signs), vehicles, drones (UAV), or sound amplification equipment are to be used.	Public
	Other outdoor university spaces including, but not limited to, building courtyards, ADA paths of travel and within 100 feet of building doorways	6:00 am to 10:00 pm without specific event approval	University-related activities in support of SDSU's educational mission.	Limited

	University classrooms, auditoriums, and interior hallways	7:00 am to 10:00 pm; Reservations required for unscheduled class use, as well as university and non-university use	Classrooms and auditoriums are for university-related activities. Reservations required for use by Registered Student Organizations and non-university organizations. (See SDSU Buildings & Grounds Policy, Appendix A)	Non-Public
	Specialized Facilities (see SDSU Buildings & Grounds Policy, Appendix A and Appendix L)	Reservations required	Facilities are managed by the Associated Students and operated under separate facility use policies, procedures and fees. Contact each facility directly for information. Use subject to restrictions outlined in restrictions on use subject to SDSU Buildings & Grounds Policy, Appendix A and Appendix L	Non-Public
	Calpulli Building	8:00 am - 5:00 pm or by appointment only.	Health services, disability accommodations and related services.	Non-Public

	Sports Facilities (including Athletics and recreational fields)	Reservations required	Sports facilities are available for use by Athletics and Associated Students Recreation, unless otherwise provided. Sports facilities may be available for rental, subject to availability, rental, cleaning and utility fees, and insurance requirements, pursuant to contract. (See SDSU Buildings & Grounds Policy, Appendix A)	Non-Public
	University library facilities, including specialized library facilities and satellite facilities	Per posted hours of operations **Certain areas of the library may have restricted access, including limited hours and/or required campus affiliation (e.g. 24/7 Area)	Support research and scholarship for students, faculty and staff.	Limited for general library spaces; Non-Public for specialized library facilities (e.g. Special Collections)
	Non-Academic University Offices and University Laboratories	Per posted hours of operations	Operations of university departments and colleges.	Non-Public
	Waiting Rooms and Waiting Areas for University Offices and Departments	Per posted hours of operations	Serving members of the campus community and visitors regarding university-related business.	Limited
	SDSU Field Stations (including Santa Margarita Ecological Reserve and Sky Oaks Field Station)	Per posted hours of operations; certain areas may have restricted access, limited hours and/or required campus affiliation or permission to enter	Protected field sites for research and education of southern California ecosystems	Limited

	Grocery markets, food facilities, bookstore, and other campus-operated commercial facilities	Per posted hours of operations	Providing commercial services to members of the campus community and visitors.	Limited
	SDSU Mission Valley open spaces (during non-ticketed events)	Closed dusk to dawn	Public recreating; restrictions on use of public spaces subject to Appendix K of SDSU Buildings and Grounds Regulations	Public
	Mission Valley Parking Areas and Restricted Open Spaces (During Ticketed Events)	Per posted hours of operations	Use for visitor parking during ticketed events; restrictions on use subject to Appendix K of SDSU Buildings and Grounds Regulations	Non-Public
	Snapdragon Stadium	Per posted hours of operations	Use of facility is subject to restrictions outlined in restrictions on use subject to SDSU Buildings & Grounds Policy, Appendix A and Appendix L	Non-Public
	University residential halls, dormitories, buildings, and their amenities and facilities	Restricted to use by residents	For exclusive use by residents and their invited guests subject to their housing license agreement	Non-Public
	Any other university buildings or interiors not listed above	Per posted hours of operations	Use of buildings and interiors is subject to the restrictions on use subject to SDSU Buildings & Grounds Policy	Non-Public

Scheduling and Registration Procedures

See attached SDSU Buildings & Grounds Regulations.

Activities and Uses on University Property Requiring Written Permission **[INSERT HYPERLINKS]**

The following activities and uses are prohibited unless prior written permission from the appropriate University official is obtained, or as otherwise provided in each Campus Addendum.

- A. Posters, Signs, Stickers, Banners, and Chalking: See attached SDSU Buildings & Grounds Regulations, Sections 11.0, 12.0, and 13.0.
- B. No Unmanned Aircraft System (UAS) (also known as a drone) may be flown from, on or around University Property without the express written approval of the University (See attached SDSU Buildings & Grounds Regulations, Section 31.0)
- C. Use of University Property for commercial purposes is prohibited unless prior written permission has been obtained from the University (See attached SDSU Buildings & Grounds Regulations, Section 7.0, 9.0, 14.0, 32.0 and other applicable sections and related appendices.
- D. University Flagpoles are reserved for official University use only. Flags flown on outdoor, permanently installed flagpoles located on University Property serve as a means of expression of the University's official sentiments as determined by the University President or the Chancellor, as applicable. They are not a forum for free expression or expressive conduct by members of the University community or the public. (See attached SDSU Buildings & Grounds Regulations, Section 30.0)
- E. Additional activities, uses and restrictions are outlined in the SDSU Buildings & Grounds Regulations, attached in Appendix M.

Educational Programs and Activities to Support the Balance Between Free Speech Activities, Educational Mission, and Student Safety

One SDSU Community

One SDSU Community programs provide opportunities for members of the community with different viewpoints to engage in dialogue. Bringing together students who may not typically interact to explore issues surrounding diversity is one of the main goals of One SDSU Community. Past events hosted by One SDSU Community have included topics of free speech and free expression.

Recognized Student Organization Leadership Training

As part of the required key officer training for Recognized Student Organizations, student leaders learn about SDSU's commitment to free speech as well as the responsibilities of students and RSOs.

Policy Education

New Student and Family Orientation (NSO) trains students and parents/families on expectations and policies at SDSU that endeavor to foster a healthier and safer community.

During NSO, students sign the Student Honor Affirmation, acknowledging SDSU's commitment to maintaining a safe and healthy living and learning environment, and pledging to choose behaviors that reflect responsibility, respectful treatment of others, and positive contributions to student and university life.

Conflict Management Action Team (CMAT) participates in training and education regarding the First Amendment, university and CSU policies, and how to support student voices while focusing on campus safety.

Center for Inclusive Excellence hosts educational programming, including planned activities on university policies related to free speech and expression.

Office for Restorative Practices (ORP) promotes connectedness and belonging on campus, trust across differences, repairing harm, and transforms tensions into meaningful opportunities to grow, learn, and change through proactive and responsive practices.

Resources for Mental Health and Trauma Support for Employees and Students

For student support:

- **Inclusive SDSU**: Inclusive SDSU is an online communication resource designed to assist campus and community efforts to promote an inclusive educational environment for all. It is a venue to share both positive and negative experiences related to diversity and inclusion.
 - For more information, visit <https://inclusive.sdsu.edu/>
- **Office of the Ombudsman**: The Office of the Student Ombudsman provides information, advice, referrals and intervention to students at SDSU. The Student Ombudsman is a student-focused resource who supports students in addressing and resolving concerns or issues that may arise within the University.
 - Contact Information: Student Services East, Room 1105, 619-594-6578, ombuds@sdsu.edu
- **Counseling and Psychological Services**: C&PS offers a wide range of services to help students obtain support for a variety of presenting concerns. These include individual counseling, couples counseling, group therapy, workshops, specialized programs, and therapy dogs.
 - Contact Information: Calpulli Center, Fourth Floor 619-594-5220, psycserv@sdsu.edu
- **Student Disability Services**: Student Disability Services is dedicated to empowering students with disabilities by ensuring they have access to appropriate support and services that minimize academic and physical barriers.
 - Contact Information: Calpulli Center, Suite 3101 (Third floor) 619-594-6473, sascinfo@sdsu.edu
- **Office for Restorative Practices**: The Office for Restorative Practices will focus on strengthening the community of San Diego State University (SDSU). This office will utilize both proactive and reactive practices and resources to enhance the community experience at SDSU.
 - Contact Information: Center for Student Rights and Responsibilities, Student

Services West, Room 1604, 619-594-3069, SACDorp@sdsu.edu

Faculty and staff support

The [Employee Assistance Program](#) offers SDSU faculty and staff confidential support for a variety of concerns, including emotional, relationship, health, legal and workplace issues. Information, resources and tools are available by calling 1-800-342-8111.

[The Office for Restorative Practices](#) fosters an inclusive, engaging campus climate where all members have the tools and experiences necessary to engage in meaningful, restorative dialogue around community and conflict. Information, resources, and tools are available by calling 619-594-3069, or by emailing SACDorp@sdsu.edu.

Questions may also be directed toward Faculty Advancement by emailing facultyadvancement@sdsu.edu.

Additional support resources for students, faculty and staff can be found on the university's dedicated [support resources page](#).

Recognized Student Organizations

Recognized Student Organizations are expected to uphold all policies outlined in the [Student Organization Handbook](#). The Student Organization Handbook also includes information on the student organization conduct process.

**REGULATIONS FOR USE OF SAN DIEGO STATE UNIVERSITY
BUILDINGS AND GROUNDS**

Updated: August 16, 2024

REGULATIONS FOR USE OF SAN DIEGO STATE UNIVERSITY BUILDINGS AND GROUNDS

San Diego State University serves as a vital educational, research, and cultural resource to the people and institutions of San Diego and Imperial counties. The regulations and procedures governing the physical use of the University are intended to inform students, faculty, staff, and campus guests of our substantial resources and how they can best be utilized within the context of the University's mission and service to the region.

These regulations are issued and delegated for implementation and enforcement pursuant to the authority of the President of San Diego State University for the general welfare of the campus.

Agnes Wong Nickerson
Vice President, Business and Financial Affairs
San Diego State University

TABLE OF CONTENTS

1.0	Introduction	1
2.0	Authority	1
3.0	Delegation for Implementation and Enforcement	1
4.0	Violations	2
5.0	Complaints	2
6.0	Time, Place, and Manner	3
7.0	Reservation/Rental Process	4
8.0	Sound Amplification	6
9.0	Sale or Distribution of Non-Commercial Published Materials	8
10.0	Distribution of Commercial Materials	9
11.0	Bulletin Boards	10
12.0	Banners and Signs	11
13.0	Chalking	12
14.0	Film Shoots	12
15.0	Parking and Vehicles	13
16.0	Bicycles, Skateboards, Roller Skates, Hover Boards, Motor Scooters, Motorbikes, Motorcycles, Carts	13
17.0	Slacklines and Hammocks	15
18.0	Camping	15
19.0	Exclusive Rights of Catering Services	16
20.0	Food and Beverage Protection	16
21.0	Alcohol Sale, Service, or Consumption	17
22.0	Hazardous Materials	17
23.0	Asbestos	18
24.0	Electrical and Fire and Life Safety	18
25.0	Sanitation	18
26.0	Smoking and Tobacco Products	18
27.0	Marijuana	19
28.0	Animals	19
29.0	Panhandling	20
30.0	Use of Flagpoles	20
31.0	Use of Drones (Unmanned Aerial Vehicles or UAV)	20
32.0	SDSU Mission Valley Property	21
33.0	Notice and Availability of Regulations	22

APPENDIX A	Rental Facilities
APPENDIX B	Amplified Sound Locations
APPENDIX C	Enclosed Publication Rack Locations
APPENDIX D	Commercial Solicitation and Distribution Locations
APPENDIX E	Bulletin Boards for Public Posting Locations
APPENDIX F	Banner Posting Locations
APPENDIX G	Chalking Locations
APPENDIX H	Slacklining Location
APPENDIX I	Temporary Food Facility (BBQ) Locations
APPENDIX J	Drone (UAV) Use Locations
APPENDIX K	SDSU Mission Valley property
APPENDIX L	SDSU Mission Valley/Thrive Park
APPENDIX M	CSU Systemwide Time, Place and Manner Policy and SDSU Addendum (“CSU TPM Policy”)

REGULATIONS FOR USE OF SAN DIEGO STATE UNIVERSITY BUILDINGS AND GROUNDS

1.0 Introduction and Purpose

1.1 Regulations for Use of San Diego State University Buildings and Grounds (Regulations) have been developed to preserve the academic and research mission of the University and to protect campus safety and security. These Regulations are content neutral and conform to the **CSU Systemwide Time, Place and Manner Policy** and the campus Freedom of Expression Policy. Requests for use of campus buildings and grounds will not be denied or revoked based on content of any proposed or actual speech or expression protected by law.

1.2 Usage of Campus ~~Property~~ Buildings, Courtyards, and Facilities: Campus ~~property, including grounds~~, buildings, courtyards and facilities, ~~is~~ are intended to be used to support the academic and research mission of the University. As such, usage of campus ~~property~~ buildings, courtyards and facilities by the general public that substantially disrupts the conduct of classes or exams, or the regular use of buildings, courtyards and facilities by current students, faculty, administrators, staff, and guests of the university, is not permitted.

Usage of campus property is subject to the guidelines and restrictions outlined in the CSU Systemwide Time, Place and Manner Policy and SDSU Addendum ("CSU TPM Policy"), attached as **Appendix M** and incorporated by reference. ~~With the exception of residential halls, and as detailed in section 18.0 below, camping is prohibited in campus buildings, courtyards and facilities for all individuals including current students, faculty, administrators, staff, and guests.~~

1.3 ~~Campus Operating and Building Hours:~~ Pursuant to the SDSU Addendum to the CSU TPM Policy, no one shall enter or otherwise remain on University Property between the hours of 10:00 p.m. and 6:00 a.m., or at such other times as published or posted by University housing and residential programs, and other similarly specialized University programs. This prohibition shall not apply to persons possessing valid written authorization from a University official, persons on legitimate University related business, or persons attending a specific University sponsored event. Those persons with legitimate University business reasons, valid written authorization, or attending a University sponsored event, shall be allowed to remain and access University Property as allowed in their authorization or through the duration of the specific event, after which time they shall leave University Property without any appreciable delay. This prohibition shall not apply to persons transiting on a roadway or path designated as open to the public. Upon request, current students, faculty,

administrators, and staff may be asked to provide their Red I.D. card. Failure to provide a Red I.D. card may be grounds for temporary revocation of access until proof of affiliation can be provided.

~~1.3.2 Non-academic campus buildings, courtyards and facilities are normally open to current students, faculty, administrators, staff, and guests of the university from 8:00am until 5:00pm, unless special arrangements have been made in advance. Faculty, administrators and staff can access non-academic campus buildings after normal hours for university-related business and activities. ¶¶~~

~~1.3.3 Academic campus buildings, courtyards and facilities are open to current students, faculty, administrators, staff, and guests of the university between 7:00am until 10:00pm for the purpose of course activities, academic and research activities, or as otherwise approved for scheduled Registered Student Organization activities or by reservation. Faculty, administrators and staff can access academic campus buildings after normal hours for university-related business and activities. ¶¶~~

~~1.3.4 Public use of campus buildings, courtyards and facilities that are open to the public for either regular usage or for a designated time and purpose is limited to the posted operational hours for the facility and are only open to the public for the intended use. Those persons attending a specific event, or otherwise possessing a valid written authorization, shall be allowed to remain and use the facilities as specified in their authorization or through the duration of the specific event, after which time they shall leave the property without any appreciable delay. ¶¶~~

~~1.4 **Campus Outdoor Space:** Campus outdoor space is open to the general public, subject to these Regulations and the CSU TPM Policy, between 12:00am and 5:00am. Usage of campus outdoor space between 12:00am and 5:00am is limited to current students, faculty, administrators, and staff with Red I.D.~~

1.45 Revocation of Use: In the interest of protecting campus safety and security, usage of campus buildings, courtyards, facilities or grounds is revocable by the University president, the SDSU Chief of Police, university Vice Presidents, or designee of any of those individuals when such usage is substantially disrupting university operations. Refusal to leave a campus building, courtyard, facility or grounds upon revocation of use is a violation of these Regulations.

2.0 Authority

These regulations are issued under the authority of Title 5 of the California Code of Regulations, Sections 42350-42356 and 42402 and pursuant to the authority of the President of San Diego State University for the general welfare of the campus.

3.0 Delegation for Implementation and Enforcement

As authorized by Title 5 of the California Code of Regulations, Section 42350(f) the President of San Diego State University has delegated responsibility for the implementation and enforcement of these regulations to the following:

The Office of the Dean of Students, under the supervision of the Vice President for Student Affairs, shall be responsible for reservations and coordination of use of campus outdoor space. Inquiries about use of campus outdoor space should be directed to the Center for Student Organizations & Activities at 619-594-5221.

Business and Financial Affairs, under the supervision of the Vice President for Business and Financial Affairs, shall be responsible for all financial and contractual transactions involving the University, including rental or lease of campus facilities, parking, concessions, revenue-producing events, commercial transactions, events, and the sub-delegation of these responsibilities to auxiliary corporations. The Regulations for Use of Campus Buildings and Grounds are maintained by the Office of the Vice President for Business and Financial Affairs; general inquiries about use of campus buildings and grounds should be directed to that office at 619-594-6017.

Associated Students, under the supervision of the Executive Director for Associated Students, shall be responsible for physical operation of facilities leased by the University to the Associated Students, including Conrad Prebys Aztec Student Union (619-594-5278), Scripps Cottage (619-594-5278), Viejas Arena and Cal Coast Credit Union Open Air Theatre (619-594-0234), Aztec Recreation Center (619-594-0200), and the Aquaplex (619-594-7466). Inquiries about use or reservation of facilities leased to Associated Students should be directed to each facility.

Aztec Shops, Ltd., under the supervision of the Vice President for Business and Financial Affairs, shall be responsible for coordinating and monitoring on-campus commercial solicitation, commercial transactions, and the sale, service and consumption of alcohol at approved campus events. Inquiries about these activities should be directed to that office at 619-594-6954.

University Police shall be responsible for law enforcement, parking enforcement, vehicle access, and campus security. Inquiries about campus safety and security, parking, or vehicle access should be directed to that office at 619-594-1991.

Department of Environmental Health and Safety shall be responsible for enforcing campus environment, health, and safety requirements. Inquiries should be directed to that office at 619-594-6778.

Department of Facilities Services shall be responsible for the operation, maintenance, and repair of campus facilities, landscapes, grounds, and utility systems. Inquiries about these activities should be directed to that office at 619-594-4754.

Department of Risk Management shall assist with identifying and providing recommendations for managing risks to the campus, including use of special event insurance and waivers **and use of certain specialized university equipment or facilities**. Inquiries related to risk management should be directed to that office at 619-594-6018.

4.0 Violations

Violation of these Regulations may constitute a misdemeanor pursuant to Education Code 89031 or in some instances a crime under the Penal Code. Enforcement of these regulations is under the auspices of the University President.

5.0 Complaints

5.1 Complaints regarding compliance with and enforcement of these Regulations related to **non-commercial activity** may be submitted in writing to the Center for Student Organizations & Activities (Conrad Prebys Aztec Student Union, Room 210; 619-594-5221), attention Coordinator of Campus Non-commercial Activity.

5.2 Complaints regarding compliance with and enforcement of these Regulations related to **commercial activity** may be submitted in writing to Aztec Shops, LTD (East Commons, Room 201; 619-594-6954), attention Coordinator of Campus Commercial Activity.

5.3 Complaints related to freedom of expression activities not resolved by the Center for Student Organizations & Activities shall be directed to the University Senate Committee on Freedom of Expression (Administration Building, Room 221; 619-594-5320), attention Chair.

5.4 Complaints related to outdoor amplified sound shall be directed to the Center for Student Organizations & Activities (Conrad Prebys Aztec Student Union, Room 210; 619-594-5221), attention Coordinator of Campus Non-commercial Activity or Athletics (619-594-3019), as applicable.

6.0 Time, Place, and Manner

Campus buildings and grounds may be used by students, faculty, staff and individuals and groups from the community in accordance with the **CSU TPM Policy**, attached as Appendix M and posted on <https://www.sdsu.edu/freespeech>.

6.1 No Disruption or Interference with the Speech of Others (Heckler's Veto Prohibited). Individuals or groups may not suppress the speech of

another individual by shouting down or otherwise drowning out or preventing the individual from being heard, otherwise known as a “heckler’s veto.” Individuals may protest speakers on campus with whom they disagree, but they may not do anything that prevents the speaker from expressing their views or prevents members in the audience from hearing or seeing the speaker. This prohibition also applies to the removal or erasure of written or printed expressive activities that are otherwise in compliance with this Policy and the applicable Campus Addendum.

following:

6.1 Time

~~6.1.1 Campus Buildings/Courtyard/Facilities:~~ ~~Campus buildings, courtyards and facilities may be used by individuals in accordance with 1.2 and 1.3 above.~~

~~6.1.2 Non-Public Campus Areas:~~ ~~Due to the nature of health-services related activities provided, the Calpulli Building, including its courtyard, is considered to be a non-public campus area and only individuals with official business within the building are permitted to access the building and its courtyard.~~

~~6.1.3 Campus Outdoor Space:~~ ~~Campus outdoor space may be used by individuals in accordance with 1.4 above.~~

~~6.2 Place~~

~~6.2.1 Campus buildings, courtyards and facilities available for use / rent are listed in **Appendix A** and in accordance with 1.2 and 1.3 above.~~

~~6.2.2 Campus outdoor space, other than building courtyards, may be used with or without a reservation, in accordance with 1.4 above and *subject to the manner restrictions below*.~~

~~6.3 Manner~~

~~6.3.1 Reservations are required for use of campus buildings/facilities.~~

~~6.3.2 Reservations are not required for use of campus outdoor space unless a physical structure is present (i.e., tables, chairs, canopies, tents, a frame signs) or vehicles, drones (UAV), or sound amplification equipment are to be used.~~

~~6.3.3 Use of campus outdoor space may not impede the free flow of foot traffic or block doorways, walkways, corridors, or fire lanes.~~

~~6.3.4 Priority for reserving campus buildings or facilities and outdoor space shall be given to members of the University community over the general public on a first come, first served basis.~~

~~6.3.5 Approval is required for all commercial solicitation on campus (see **10.0 Commercial Transactions, Commercial Solicitation, and Distribution of Commercial Materials**) other than the posting of advertising flyers on bulletin boards designated for public posting (see **11.0 Bulletin Boards**).~~

7.0 Reservation / Rental Process

7.1 Reservations for Use of Campus Facilities

Reservations for use or rental of campus facilities may be made by contacting the appropriate scheduling office. A list of available facilities is included in **Appendix A**.

7.1.1 Rental Rates and Costs of Use

Rental rates charged for use of campus facilities listed in Appendix A are in addition to the cost to open and close the facility, utilities, special set-ups, insurance, clean up and work done by SDSU staff. These expenses are charged to the user at actual cost to the University, as further detailed in the license agreement.

7.1.2 Facility Capacities

The User/Licensee shall be responsible for adhering to officially approved facility capacities.

7.1.3 Liability

The User/Licensee shall be liable for any damages to University property due to user/licensee's misconduct or negligence. For information on special event insurance requirements, contact SDSU Risk Management at 619-594-5937.

7.1.4 Confirmation of Reservations

Prior to confirming a reservation for a campus facility, the appropriate scheduling office must verify that the following requirements have been met by event planners:

- 7.1.4.1** The scheduling office shall determine the availability of the facility and execute a written use/license agreement.
- 7.1.4.2** The scheduling office shall verify the requesting party has arranged for **parking or vehicle access**, as applicable, through **Parking Services (619-594-6771)**.
- 7.1.4.3** The scheduling office shall verify the requesting party has arranged for **special event insurance**, as applicable, through **Risk Management (619-594-5937)**.
- 7.1.4.4** The scheduling office shall verify the requesting party has arranged for **security**, as applicable, through **University Police (619-594-3424)**.
- 7.1.4.5** The scheduling office shall verify the requesting party has arranged for **food permits, State Fire Marshal special event permits, or similar approvals**, as applicable, through **Environmental Health and Safety (619-594-6778)**.
- 7.1.4.6** The scheduling office shall verify the requesting party has arranged for **electrical use, trash pickup or similar services**, as applicable, through **Facilities Services (619-594-4754)**.

7.2 Reservations for Use of Campus Grounds/Outdoor Space

Reservations for use of campus grounds/outdoor space are not required unless tables, chairs, canopies, tents, a-frame signs, vehicles, drones (UAV), or sound amplification equipment are to be used.

When required, reservations shall be made through the Center for Student Organizations & Activities, Conrad Prebys Aztec Student Union, Room 210 (619-594-5221).

7.2.1 Approval Process

Requests to use tables, chairs, canopies, tents, a-frame signs, vehicles, drones (UAV), or sound amplification equipment in campus outdoor space will be approved on a space available basis through the outdoor space reservation process.

7.2.1.1 The University does not provide tables, chairs, canopies, tents, vehicles or sound amplification equipment for use on campus grounds or in campus outdoor space. Such equipment must be provided by the event/activity sponsor.

7.2.1.2 Outdoor space reservations for off-campus, non-commercial groups are limited to no more than four days per month and may be limited to less time if space is not available (see **6.3.4**).

7.2.2 Liability

The User/Reserving party of campus outdoor space shall be liable for any damages to University property due to user/licensee's misconduct or negligence. For information on special event insurance requirements, contact SDSU Risk Management at 619-594-5937.

7.2.3 Confirmation of Reservations

Prior to confirming a reservation for use of campus outdoor space, the Center for Student Organizations & Activities must verify that the following requirements have been met by event planners:

7.2.3.1 The Center for Student Organizations & Activities shall determine the availability of the outdoor space and issue a permit.

7.2.3.2 The Center for Student Organizations & Activities shall verify the requesting party has arranged for **parking or vehicle access**, as applicable, through **Parking Services (619-594-6771)**.

7.2.3.3 The Center for Student Organizations & Activities shall verify the requesting party has been granted approval for **use of drones (UAV)** from **Emergency Services (619-594-7903)**.

7.2.3.4 The Center for Student Organizations & Activities shall verify the requesting party has arranged for

special event insurance, as applicable, through **Risk Management (619-594-5937)**.

7.2.3.5 The Center for Student Organizations & Activities shall verify the requesting party has arranged for **security**, as applicable, through **University Police (619-594-3424)**.

7.2.3.6 The Center for Student Organizations & Activities shall verify the requesting party has arranged for **food permits, State Fire Marshal special event permits, or similar approvals**, as applicable, through **Environmental Health and Safety (619-594-6778)**.

7.2.3.7 The Center for Student Organizations & Activities shall verify the requesting party has arranged for **electrical use, sprinkler turn-off, trash pickup or similar services**, as applicable, through **Facilities Services (619-594-4754)**.

8.0 Sound Amplification

Use of amplified sound in outdoor space is restricted and must be approved in advance to designated outdoor campus locations in order to preserve the academic and research mission of the University.

8.1 Amplified sound is permitted in designated campus outdoor locations from 10 a.m. to 2 p.m. Monday through Friday; in the Cal Coast Credit Union Open Air Theatre and on restaurant patios per pre-established guidelines; and at Athletics events. For a list of designated campus outdoor locations see **Appendix B**.

8.2 Amplified sound permissible levels are as follows:

8.2.1 90 decibels when measured 50 feet from the sound source.

8.2.2 65 decibels when measured from inside the nearest classroom or office.

8.3 Requests for exception to the permitted time, locations and/or type of sound amplification may be submitted for consideration with a reservation request for use of outdoor space through the Center for Student Organizations & Activities(Conrad Prebys Aztec Student Union, Room 210, 619-594-5221) and will be considered on a case by case basis.

8.3.1 Requests for Amplified Sound at events that contribute to the overall quality of campus life may be approved. Examples of these events are Aztec Nights and Green Fest.

8.3.2 The type of sound requested and the proximity of the location to classrooms, outdoor instructional area, and residential halls will be taken into consideration before any exception is granted.

8.3.3 Approval by the Vice President for Business and Financial Affairs is required.

8.4 Approval Process

8.4.1 Requests for Use of Amplified Sound in Campus Outdoor Spaces

Requests for use of amplified sound in any campus outdoor space are to be submitted with a reservation request for use of campus outdoor space through the Center for Student Organizations & Activities located in Conrad Prebys Aztec Student Union, Room 210 (619-594-5221).

8.4.2 No approval for use of Amplified Sound will be granted during Final Examination periods.

8.5 Sound Amplification Equipment

The University does not provide sound amplification equipment. Such equipment must be provided by the event/activity sponsor and used in compliance with the regulations.

8.6 Noise Complaints

Complaints regarding outdoor amplified sound should be directed to the Center for Student Organizations & Activities(619-594-5221) or Athletics (619-594-3019), as applicable.

8.6.1 Upon receipt of a complaint about amplified sound, the Center for Student Organizations & Activities or Athletics shall verify that the amplification sound level complies with standards in **8.2**.

8.6.2 If the sound level exceeds the standards, the sound amplification shall be immediately reduced to a level in accordance with the above or the amplification may be turned off.

8.6.2.1 Environmental Health & Safety will assist the Center for Student Organizations & Activities or Athletics in regulating sound levels according to the above standards from microphones permitted in all other outdoor spaces.

8.6.3 Noise complaints received by University Police will be directed to the Center for Student Organizations & Activities or Athletics, as

applicable, for regulating in accordance with the permissible decibel levels stated in **8.2**.

8.6.4 A representative from the organization or individual requesting sound amplification in campus outdoor space must be available throughout the event to respond to requests from the Center for Student Organizations & Activities or Athletics should complaints about sound amplification be received.

9.0 Sale or Distribution of Non-Commercial Published Materials

9.1 Sale or distribution by individuals of non-commercial printed materials, including but not limited to books, newspapers, magazines, pamphlets, handbills, flyers, or similar published materials is permitted on campus, provided:

9.1.1 sale or distribution of materials does not disrupt academic instruction;

9.1.2 sale or distribution of materials does not obstruct the free flow of pedestrian or vehicular traffic;

9.1.3 distribution of materials is not in or on unoccupied vehicles parked on campus;

9.1.4 distribution of materials is not accomplished by throwing or casting about the materials;

9.1.5 distribution of materials is not accomplished by leaving unattended materials in piles, boxes, open racks, or existing enclosed racks identified as reserved for other uses;

9.1.6 distribution of materials is not accomplished by affixing such materials to trash cans, fences, poles, or buildings, or inserting into trash can lids;

9.1.7 the published materials displayed or offered for sale are not available for sale at the campus bookstore;

9.1.8 the published materials displayed or offered for sale are not in violation of the provisions of Chapter 7.5, Title 9, Part 1 (commencing with Section 311) of the Penal Code relating to the sale and distribution of obscene matter; and

9.1.9 the published materials displayed or offered for sale are not in violation of the provisions of Chapter 6, Title 3 (commencing with Section 66400) of the Education Code relating to the preparation, sale and distribution of term papers, theses and other materials to be submitted for academic credit.

9.2 Reservations for sale or distribution of non-commercial published

materials are not required unless tables, chairs, canopies, vehicles or sound amplification equipment are to be used (see **7.2 Reservations for Use of Campus Grounds/Outdoor Space** and **8.0 Sound Amplification**).

9.3 The University makes space available for the placement of vending equipment and enclosed racks for the distribution of printed materials, subject to the following place and manner restrictions:

9.3.1 Place

Vending equipment and enclosed racks for printed materials may only be placed on campus at the locations listed in **Appendix C**.

9.3.2 Manner

9.3.2.1 A permit is required to place vending equipment or enclosed racks on campus. An application to place a publication rack may be obtained by contacting Aztec Shops Program and Outside Vendors Administrator at 619-594-7502. Permits are granted on a space-available basis and are subject to the provisions of **9.1**, above. Please allow 30 days for application processing.

9.3.2.2 The University may remove publication racks that appear to have been unattended for more than 60 days.

10.0 Commercial Transactions, Commercial Solicitation, and Distribution of Commercial Materials

10.1 Commercial transactions, commercial solicitation, or distribution of advertising, including but not limited to product samples, coupons and flyers, on campus is prohibited except with written permission (5 CCR § 42350.1 et seq.).

10.2 An “Application for Permit to Engage in Commercial Solicitation” may be obtained by contacting Aztec Shops Program and Outside Vendors Administrator at 619-594-7502. Please allow 10 days for application processing.

10.3 Applications for permits that do not support the educational objectives of the campus will be rejected.

10.4 Applications for permits that violate existing campus commercial contracts will be rejected.

10.5 Applications for permits are granted subject to the following time, place and manner restrictions:

10.5.1 Time

7 a.m. to 7 p.m. Monday through Friday. Permits are granted for up to four days during each month.

10.5.2 Place

Locations on campus available for commercial solicitation or distribution of commercial materials are located in **Appendix D**.

10.5.3 Manner

10.5.3.1 No more than two individuals shall be permitted per location.

10.5.3.2 Under no circumstances shall materials be left in piles, boxes or existing distribution racks nor shall they be affixed to trash cans, fences, poles, or buildings, or inserting into trash can lids.

10.5.3.3 Distribution of advertising that contains false, misleading or illegal advertising is prohibited.

10.5.3.4 Sites available to marketers of student credit cards are limited and marketers are prohibited from offering gifts to students for filling out student credit card applications (5 CCR § 42350.6 (b)).

10.6 This section does not apply to private sales or the sale of non-commercial published materials which are governed by **Section 9.0**.

11.0 Bulletin Boards

11.1 Bulletin Boards for Public Posting

Designated campus bulletin boards are available for non-commercial and commercial public posting by individuals subject to the below space and time priorities. Available public bulletin boards are listed in **Appendix E**.

11.1.1 All postings shall be marked with the date of posting. Postings not dated or postdated are subject to removal at any time. If dated, they may be removed seven calendar days after posting.

11.1.2 All postings exceeding 14" x 28" in size are subject to removal at any time.

11.1.3 Duplicate copies of a posting on the same bulletin board are subject to removal at any time.

11.2 Bulletin Boards for On-Campus Sponsored Events

Designated campus bulletin boards in the Conrad Prebys Aztec Student Union, south side of the 1st, 2nd, and 3rd floor elevator vestibules are available for posting information about on-campus sponsored events.

11.2.1 No commercial solicitation is permitted.

11.2.2 All postings must be approved by the Student Union Information Center.

11.2.3 Approved postings will be allowed for 14 days and must contain the following information: date, time, location, sponsoring organization, and contact information (Website and/or phone number).

11.2.3.1 Only push pins may be used for posting.

11.2.3.2 Flyers attached with staple and thumb tacks will be removed.

11.2.3.3 Unapproved and expired flyers will be removed.

11.2.4 Postings may be no larger than 11" x 17" and only one posting per board per event.

11.3 Removal of postings on bulletin boards, other than by the posting party or University personnel acting pursuant to their duties is prohibited unless the posting has been posted for seven calendar days or announces an event which has passed.

11.4 No posting is permitted inside Love Library.

12.0 Banners and Signs

12.1 Banners

Banner posting is limited to the locations listed in **Appendix F**.

12.1.1 Banners must not be larger than 3' tall x 10' wide;

12.1.2 Banners must be posted with painters tape;

12.1.3 Banners shall be marked with the date of posting;

12.1.4 Banners not removed by the poster either within 24 hours of the event or activity or seven (7) calendar days after posting will be removed by Facilities Services employees;

12.1.5 No posting of commercial banners is permitted.

12.2 Signs

12.2.1 A-frame signs no larger than 24" wide x 48" tall are permitted to publicize special events or programs on campus, subject to the following place and manner restrictions:

12.2.1.1 signs must be placed on the side of pathways and sidewalks and not on the grass;

12.2.1.2 signs may not block the entrance to any building;

12.2.1.3 signs are not permitted in the Library Quad area;

12.2.1.4 signs are not permitted in the Conrad Prebys Aztec Student Union without advance approval;

- 12.2.1.5** signs are permitted to be set up two weeks prior to an event;
- 12.2.1.6** signs are to be removed within 24 hours after an event ends;
- 12.2.1.7** no commercial signage permitted.

12.2.2 Student election signs may be placed throughout campus, subject to the guidelines in the Associated Students Elections Code (contact the Associated Student Governmental Affairs Office at 619-594-6555 for additional information).

12.2.3 For safety reasons, staked signs are not permitted at any time inside campus facilities. Participants in outdoor demonstrations, rallies, picket lines, or public assemblies shall not carry or possess any metal stake, club, or pipe, or any length of lumber, wood, or lath, unless that wooden object is ¼" or less in thickness and 2" or less in width. If not generally rectangular in shape, such wooden object shall not exceed ½" in its thickest dimension (§ 53.30, San Diego Municipal Code).

~~**12.2.4** Signs, including stickers, may not be affixed to any university property, including but not limited to interior and exterior building walls, university furniture, light poles, etc., without express permission from an appropriate designee (see Section 3.0 for list of designees).~~

12.2.4 Signs, including stickers, may not be affixed to any university property in any way that can cause damage (including damage from adhesives), including but not limited to interior and exterior building walls, university furniture, light poles, etc., without express permission from an appropriate designee (see Section 3.0 for list of designees).

13.0 Chalking

Locations where chalking is permitted are listed in **Appendix G**.

13.1 Chalking is not allowed on buildings.

13.2 Chalking is not allowed by commercial entities.

14.0 Film Shoots

14.1 Commercial

Filming for commercial purposes requires advance written approval and is subject to additional requirements. For information, contact Business and Financial Affairs, Business Services at 619-594-8339 or 619-594-6114 (Business Services, Room 130C).

14.2 News Media

Members of the media are welcome to photograph or shoot video of university buildings and scenes using public sidewalks and other public areas.

Filming/photography is not allowed in classrooms and other educational spaces, which includes the university's identity and resource centers, student residences and library unless otherwise previously approved through the media relations team housed within SDSU's Department of Strategic Communication and Public Affairs (StratComm). To request approval requires contacting a member of the media relations team and submitting a request for review.

14.3 Academic Programs

Approval is not required for filming or photography that is part of University academic programs in public areas where health and safety and the academic mission are not compromised.

14.3.1 Reservations for campus outdoor space or facilities may be required.

14.3.2 Risk Management review may also be required.

15.0 Parking and Vehicles

15.1 Access to parking and permission to drive vehicles on campus should be coordinated through Parking and Transportation Services.

15.2 Information related to parking availability, permits, and regulations is located online at bfa.sdsu.edu/campus/parkingtrans/ or by calling Parking and Transportation Services at 619-594-6671.

16.0 Bicycles, Skateboards, Roller Skates, Hover Boards, Motor Scooters, Motorbikes, Motorcycles, and Carts

16.1 Bicycles may only be operated on streets and designated paths. In other locations, bicyclists shall walk their bicycles.

16.1.1 Bicycles may be registered through University Police.

16.1.2 Bicycles shall be parked only in designated stands and areas. Bicycles attached to railings or other fixtures not designated for bicycle parking are subject to removal and impound.

16.2 Skateboards, roller skates, and similar personal wheeled conveyances may only be operated on designated bike paths, Aztec Circle

Drive, Hilltop Way, Scripps Terrace, and Avenue of Arts. In other locations, skateboards or similar wheeled conveyances must be walked.

16.3 Hover boards are not permitted in residence halls and may not be operated in university buildings.

16.4 In no case shall bicycles, skateboards, roller skates, or similar personal wheeled conveyances be permitted, operated, parked or locked on ramps for disabled access. Individuals shall walk their bicycles, skateboards, or similar wheeled conveyance on any disabled access ramp.

16.5 Pedestrians shall have right of way at all times. Pedestrians are defined as an individual walking or those who are disabled.

16.5.1 Bicycles are expected to yield to all pedestrians.

16.5.2 Skateboards, roller skates, and similar personal wheeled conveyances are expected to yield to all pedestrians, bicycles, wheelchairs, and motorized vehicles.

16.6 An 8 miles per hour speed limit shall be observed, except for bicycles riding on curbed streets.

16.7 Motor scooters, motorbikes, and motorcycles shall be operated only on curbed streets and vehicular thoroughfares. They shall not be ridden or walked elsewhere on campus, but shall be parked in areas designated for motorcycles and not in bicycle stands or in areas designated for bicycles.

16.8 Motorized and non-motorized carts, trucks, or dollies approved for operation on campus and only officially permitted motor vehicles shall not be operated in the designated bike/skateboard paths.

16.9 These prohibitions shall not apply to persons in wheelchairs, to children in carriages or strollers, or to persons using a motorized or non-motorized conveyance as an approved ADA accommodation or post-surgical device.

16.10 These prohibitions shall be enforced in accordance with San Diego State University Public Safety Code Sec. 100, California Vehicle Code, sec. 21113(f), and California Education Code 89031.

16.10.1 Violators may be cited for violations of California Education Code 89031.

16.10.2 In addition to citations, student violations will be forwarded to the Center for Student Rights and Responsibilities for administrative review.

17.0 Slacklines and Hammocks

17.1 For the safety of participants and to prevent damage to campus landscape, slacklining is permitted in designated campus locations only (see **Appendix H**).

17.2 Slacklining is not permitted at a height above 4 feet.

17.3 Spotters are highly recommended.

17.4 Stunts, tricks, or flips are not permitted.

17.5 Slacklines affixed to campus trees must include trunk protection.

17.6 Slacklines may not be left unattended.

17.7 An outdoor space reservation is required before slacklining may occur. Reservations shall be made through the Center for Student Organizations & Activities, Conrad Prebys Aztec Student Union, Room 210 (619-594-5221).

17.8 Participants assume any and all risks associated with this activity and are required to sign a Release of Liability (Waiver).

17.9 For the safety of the campus community and protection of campus property, hammocks (defined as any length of canvas, cloth, heavy netting or other material used as a seat, bed, or platform) are not permitted on campus property.

18.0 Camping

Pursuant to the CSU TPM Policy, cCamping on SDSU property is prohibited without written permission of the Chancellor of the California State University University.

18.1 Camping is defined as the use of campus property for living accommodation purposes such as sleeping or making preparations to sleep (including the laying down of bedding for the purpose of sleeping); storing personal belongings; making fire; using tents, hammocks, shelter or other structure or vehicle for sleeping; digging or earth breaking; or carrying on cooking activities.

18.2 The above-listed activities constitute camping when it reasonably appears, in light of all the circumstances, the participants in conducting these activities are in fact using the area as a living accommodation regardless of the intent of the participants or the nature of any other activities in which they may also be engaging.

18.3 Request for permission to campReservations shall be made through the Center for Student Organizations & Activities, Conrad Prebys Aztec Student Union, Room 210 (619-594-5221) and is subject to Chancellor approval.=-

19.0 Exclusive Rights of Catering Services

SDSU Catering, a division of Aztec Shops, Ltd., has exclusive rights to all catering on the campus. For additional information, contact SDSU Catering at 619-594-7641.

20.0 Food and Beverage Protection

To ensure food and beverage safety, a food permit is required to serve, sell or distribute food and beverage to the general public at special events on campus.

20.1 Environmental Health and Safety is responsible for implementing and enforcing the California Food Code for the sale, service and distribution of food and beverage to the general public at special events on campus.

20.2 Campus policies and procedures for Food Sale, Service and Safety may be obtained from Environmental Health and Safety at bfa.sdsu.edu/ehs/sanitation/foodprotection.htm.

20.3 Temporary Food Facilities (Barbeques)

20.3.1 Barbeques are permitted with approval of Environmental Health and Safety (619-594-1858).

20.3.2 Barbeques are only permitted in designated campus locations.

20.3.3 An outdoor space reservation is required.

20.3.4 For a list of approved Temporary Food Facility (Barbeque) locations and reservation contacts, see **Appendix I**.

20.4 Mobile Food Facilities (Food Trucks)

20.4.1 Food trucks are permitted with approval of Aztec Shops Catering (619-594-7641) and Environmental Health and Safety (619-594-1858).

20.4.2 An outdoor space reservation is required.

20.5 Gardens (Culinary and School/Departmental)

Gardens where produce is being harvested are not permitted on campus grounds without the approval of and registration with Environmental Health and Safety (619-594-1858).

20.6 A Food Permit Application may be obtained through Environmental Health and Safety at bfa.sdsu.edu/safety/ehs/environmentalhealth/food.aspx. Contact Environmental Health and Safety at 619-594-1858 for additional information.

20.7 All non-prepackaged food that is sold/served (including giving away for free) at public events on campus must be prepared on-site during the event or in a county/city permitted food facility (e.g., San Diego County

Department of Environmental Health).

21.0 Alcohol Sale, Service, or Consumption

21.1 Written approval is required for the sale, service, or distribution of alcohol on campus or other SDSU property, including facilities, outdoor space and regardless of whether the property is rented or leased for long- or short-term use.

21.2 Under an Operating Agreement with the University, Aztec Shops Ltd is responsible to the University and the State Alcoholic Beverage Commission for the proper sale, service and distribution of all alcoholic beverages on the campus.

21.3 Aztec Shops Ltd. holds all of the alcoholic beverage licenses on behalf of San Diego State University (with the exception of the Callexico and Brawley campuses) and is responsible to ensure the number of alcohol events per building is in compliance with the terms of the license.

21.4 The California Department of Alcohol Beverage Control requires at least a three-week turnaround time for approval and issuance of a permit to hold an event where alcohol is to be served; therefore, advanced planning is needed.

21.5 The campus Policy and Procedures for Sale, Service, and Consumption of Alcohol on Campus and the Alcohol Approval Request form are located on the SDSU Catering Web-site at sdsucatering.com or may be obtained from the Dining Services, Catering office located in East Commons, Lower Level (619-594-7641).

21.6 Approval by the appropriate vice president is also required.

22.0 Prohibited Uses of University Property~~Hazardous Materials~~

22.1 No Temporary or Permanent Structures, Walls, Barriers, Barricades, Furniture, or Other Objects. Except as directed by the University, no one shall build, construct, erect, place, move, or maintain any temporary or permanent tent, platform, booth, bench, building, building materials (such as bricks, pallets, etc.), wall, barrier, barricade, fencing, structure, sculpture, or furniture on University Property. This prohibition does not apply to activities allowed under a Campus Addendum and subject to time, place, and manner regulations set forth in this Policy. Any nonpermitted item is subject to immediate removal. Any exceptions to these prohibitions must be approved by the Chancellor.

22.2 Unauthorized Vehicles. No unauthorized commercial vehicles, moving vans or trucks, carts, carriages, trailers, wagons, or other vehicles of

conveyance designed for or used to transport persons or property.

22.3 Hazardous Materials. The University strongly discourages activities that involve the use of hazardous materials (solvents, fuels, lighter fluid, explosives, compressed gases, biohazards, or radioactive materials).

22.3.1 No such materials shall be brought on campus without the approval of Environmental Health and Safety.

22.3.2 If the use of such materials is deemed necessary to carry out the instructional and research programs of the University or during special events, contact Environmental Health and Safety at 619-594-6778 for approval and appropriate storage, handling, and disposal requirements.

22.4 Limitations on Disguises or Concealment of Identity. Wearing masks or face coverings is permissible for all persons who are complying with University policies and applicable laws. However, no person, while on University Property, may wear a mask, personal disguise, or otherwise conceal their identity with the intent of intimidating and harassing any person or group, or for the purpose of evading or escaping discovery, recognition, or identification in the commission of violations of applicable University policy or local, state or federal laws. For all persons who in the judgment of a University official are in violation of a University policy or the law, the University reserves the right to require such persons, including students, faculty, staff, and Nonaffiliates, to show identification when requested to do so by a University official. Failure to provide identification in this circumstance is itself a violation of this Policy, and may also be a criminal violation (see e.g., Cal. Pen Code section 185).

22.5 No Firearms or Weapons. While on University Property, no person shall possess, carry or have control of any firearm, whether loaded or not, unless it is with the written permission of the University President or designee, such as the University Chief of Police, or equivalent University official. All weapons are prohibited on University Property by California Penal Code section 626.10. No person while on University Property shall possess, carry or have control of any weapon defined as:

- Any knife that has a blade longer than two and one half inches or opens automatically.
- Any dirk, dagger or ice pick.
- Any razor with an unguarded blade.
- Taser or stun gun.
- Any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, CO2 pressure or spring action.

22.6 No Fires or Fireworks. No one shall start, use or maintain campfires, portable stoves, fire pits, open fires, torches, fireworks, or any other fire or fire apparatus on University Property except as expressly authorized by the University, and subject to requirements regarding location, time, and fire safety precautions as the University, the State Fire Marshal, or local fire authority may impose.

22.7 No Explosive Materials. No one shall bring any explosive (as defined in section 12000 of the California Health and Safety Code) or flammable material (as defined in section 12504 of the California Health and Safety Code) or any hazardous or flammable materials (as defined by the regulations adopted pursuant to section 2402.7 of the California Vehicle Code) onto University Property, regardless of whether or not the material is burning, except such materials that are transported in approved containers and necessary for the conduct of the business of the University or are approved by a Designated University Official or are contained in any tank used only to carry fuel necessary for the operation of a vehicle or any equipment of a vehicle.

22.8 No Ambushing or Lying in Wait. It is prohibited on University Property to engage in, participate in, or assist participants in any game which involves the ambushing, lying-in-wait for, or following another person by means of stealth; or to participate or assist in the participation in any game which would involve the firing of any device as defined in paragraph G above.

22.9 No Shooting of Arrows, Missiles, or Projectiles. It is prohibited on University Property to shoot any arrow, projectile, or similar missile, and/or to permit any arrow, projectile, or similar missile to be shot on or around University Property, except as part of a University course of study or official University sponsored activity.

22.10 No Chemical Sprays, Gas Masks, Body Armor, Shields, or Laser Pointers. No mace, pepper spray, chemical sprays, shields, body armor, gas masks, or laser pointers, except as used by law enforcement as permitted by applicable University Police Department policy.

22.11 No Human Urination or Defecation in any place other than a designated restroom or other facility designed for the sanitary disposal of human waste.

23.0 Asbestos

Campus facility users shall not disturb or in any way modify the walls, finishes, ceilings, or structure of any building or facilities without prior approval of Facilities Services and Environmental Health and Safety Department. (While asbestos is not a hazard if left undisturbed, a health hazard can be created if these materials are disturbed and fibers are released into the air.)

24.0 Electrical and Fire and Life Safety

Campus facility users shall maintain compliance with electrical and fire and life safety requirements as specified in Cal/OSHA regulations and the California Electrical, Fire, and Building Codes. Questions regarding Electrical, Fire and Life Safety should be directed to Environmental Health and Safety at 619-594-6778.

24.1 As part of the campus approval process for special events, an event planner may be required to submit a **Special Event Application and Permit** form along with all required documentation including an event diagram for review and approval by the State Fire Marshal using the GOVMotus system. Please note that there is a charge for State Fire Marshal review and approval of special events. Please contact Environmental Health and Safety (619-594-6778) regarding this process.

24.2 Portable, prefabricated or site built structures are prohibited without approval from the State Fire Marshal.

24.3 Fireworks and other performances or special event activities involving fire are prohibited unless approval is obtained from the State Fire Marshal.

25.0 Sanitation

25.1 Persons using campus buildings and grounds including facilities such as restrooms, swimming pools, and residence halls shall maintain these facilities in clean and sanitary condition.

25.2 Additional cleaning and waste disposal costs will be charged to the party who reserved the facility/grounds if areas or facilities are left unclean or unsanitary.

25.3 Persons with infectious diseases or open wounds shall not use campus swimming pools.

26.0 Smoking, Vaping and Tobacco Products

26.1 SDSU is completely smoke-free. The SDSU Smoke-Free Policy may be found at smokefree.sdsu.edu.

26.2 The distribution of free samples of tobacco products, including vaping

products, is prohibited.

26.2.1 No tobacco-related advertising or sponsorship shall be permitted on SDSU property, at college-sponsored events or in publications produced by SDSU, with the exception of advertising in a newspaper or magazine that is not produced by SDSU and which is lawfully sold, bought or distributed on campus property.

26.2.2 For purposes of this policy, “tobacco related” applies to the use of a tobacco brand or corporate name, trademark, logo, symbol or motto, selling message, recognizable pattern of colors or any other indicia of product identification identical or similar to, or identifiable with, those used for any brand of tobacco products or company which manufactures tobacco products.

26.3 Smoking is defined as inhaling, exhaling, burning, or carrying a lighted or vapor-producing tobacco product. Tobacco is defined as all tobacco-derived or containing products, including but not limited to cigarettes (clove, bidis, kreteks), electronic cigarettes and vapes, cigars and cigarillos, hookah smoked products, or oral tobacco (spit and spitless, smokeless, chew, snuff).

26.4 Violators may be cited under California Education Code 89031.

27.0 Marijuana

27.1 Marijuana (both medical and non-medical) is not permitted on campus or in connection with any university related activity, with the exception of approved research where researcher has been issued a Schedule 1 DEA License.

27.2 Violators may be cited under California Education Code 89031.

28.0 Animals

It is the policy of San Diego State University to provide a safe environment for all students, employees, visitors, and guests by establishing and enforcing regulations for animals on campus.

28.1 No person shall bring an animal (including rodents, reptiles or insects/pests) onto the university campus unless the animal is secured to a leash no more than six (6) feet in length or otherwise secured (e.g. cage, terrarium, etc.) and in the hand of a person at all times.

28.2 Dumping of unwanted pets or animals on the campus is prohibited.

28.2.1 Feral cats located on campus are humanely cared for, i.e., trapped, neutered, released and/or adopted out, by a group of

campus volunteers.

28.3 No animals are allowed in any of the buildings on campus with the exception of a service animal assisting individuals with disabilities as defined within the Americans with Disabilities Act and Americans with Disabilities Act Amendment Act. Service animals must be licensed in accordance with county regulations, wear a vaccination tag, and may not be disruptive.

28.4 Animals maintained for official instructional and/or approved research purposes are exempt from the above regulations.

28.5 All California state laws dealing with the care and humane treatment of animals are enforced on the campus by University Police.

29.0 Panhandling

Soliciting alms or begging in any public place or in any place open to the public on University property is prohibited (Penal Code Section 647(c)).

30.0 Use of Flagpoles

30.1 Flagpoles on campus displaying the American flag may also display the state flag of California and/or the Kumeyaay Nations flag. No other use of the flagpoles is permitted.

30.2 Recognized Student Organizations and other university-affiliated organizations may fly flags at the Conrad Prebys Aztec Student Union.

30.2.1 Reservations are required.

30.2.2 Reservations shall be made through the Center for Student Organizations & Activities, Conrad Prebys Aztec Student Union, Room 210 (619-594-5221).

31.0 Use of Drones (Unmanned Aerial Vehicles or UAV)

31.1 Definition

For the purpose of these regulations, drones (UAV) are defined as any unmanned aircraft that is guided by remote control or pre-programmed onboard computer.

31.2 On Campus Use

31.2.1 The use or flying of drones (UAV) on campus is prohibited without prior campus registration and approval.

31.2.2 Drones (UAV) approved for use may only be flown in designated campus outdoor locations, unless an exception has been

approved. For a list of designated campus outdoor locations see **Appendix J.**

31.2.3 Drones (UAV) approved to be flown on campus will be subject to flight height restrictions and may not be flown over anyone not participating in the operation.

31.2.4 The unauthorized operation of drones (UAV) on campus may subject the operator to state or federal penalties and/or campus discipline process.

31.3 Approval Process

31.3.1 Requests for use of drones (UAV) on campus must be approved in advance to ensure legal and safe operation.

31.3.1.1 Requests for use of drones on campus will not be considered for approval until registration, outdoor space reservation, and safety and insurance requirements, as applicable, have been met.

31.3.1.2 All drone (UAV) flights on campus must be in compliance with current FAA requirements (COA, 333 Exemption, Part 107, etc.) and all campus requirements.

31.3.1.3 To obtain a permit to fly on campus visit the campus AirMap site at <https://www.airmap.com/sign-in>.

31.3.2 Media partners must pre-submit for approval to **SDSU's Department of Strategic Communications and Public Affairs (stratcomm@sdsu.edu)Media Relations team)** at least three days prior to proposed flight date.

31.3.2.1 Applicants must include pilot licensing information, aircraft specification, and proof of insurance.

31.3.2.2 SDSU reserves the right to restrict drone operations at any time.

31.3.2.3 Issuance of a permit is valid for one-time use and does not constitute blanket authority to operate a drone on campus.

31.3.2.4 General campus B-roll, captured via drone, is available for media outlets from SDSU Media Relations. A mandatory courtesy is required for use.

31.4 Outdoor Space Reservation

Requests for use of drones (UAV) in campus outdoor space (except requests from media partners) are to be submitted with a reservation request for use of campus outdoor space through the Center for Student Organizations & Activities located in Conrad Prebys Aztec Student Union, Room 210 (619-594-5221).

31.5 Insurance Requirements

31.5.1 University and SDSU auxiliary organization owned or hired drones (up to 55 pounds total weight including all onboard equipment) operated for non-commercial purposes are covered by the university's aviation liability insurance.

30.5.2 Hull insurance to cover loss or physical damage to the drone and all onboard equipment is not covered by the university. Campus departments may purchase hull coverage through Risk Management, 619-594-5937.

30.5.3 Operators of non-university owned drones must show evidence of aviation liability insurance.

32.0 SDSU Mission Valley Property

The building and grounds regulations for SDSU Mission Valley property are outlined in Appendix K.

Prohibited activities for SDSU Mission Valley and Thrive Park are outlined in Appendix L.

33.0 Notice and Availability of Regulations

Notice of the existence of these regulations is posted at entrances to the campus pursuant to 5 CCR § 42354. A copy of these regulations is available at the following campus locations and on the University's website at bfa.sdsu.edu/safety/riskmanagement/campus-activities/:

University Information Booth (Conrad Prebys Aztec Student Union)
Associated Students (Conrad Prebys Aztec Student Union, Room 320)
Athletics Department (Fowler Athletics Center, 4th floor)
Aztec Shops Ltd (East Commons, Room 201)
Business and Financial Affairs (Administration Building, Room 320)
University Police (55th Street and Remington Road)
Environmental Health & Safety (Hardy Tower, Room 58)
Facilities Services (Aztec Circle Drive)

210)

Business Services (Canyon Crest Drive)
Center for Student Organizations & Activities (Conrad Prebys Aztec Student Union, Room

APPENDIX A

SAN DIEGO STATE UNIVERSITY FACILITIES

A.1 Classrooms and Auditoriums

University classrooms and auditoriums may be reserved for use, subject to availability. Rooms must be reserved at least two weeks in advance. No rooms are available during the first five weeks of each semester, final examination periods, and Commencement weekend. Food and drink are not permitted in classroom or auditorium facilities at any time, and the sponsoring group must clean and restore the room to its original condition or will be charged the University's cost of cleaning and restoration.

Reservations for **SDSU faculty and staff** may be made through Enrollment Services by completing the Classroom Request Form at arweb.sdsu.edu/es/classroom/.

SDSU students or Recognized Student Organizations must first contact the Center for Student Organizations & Activities at 619-594-5221.

Reservations for **off campus individuals and groups** may be made through Conference Services at 619-594-1077.

A.2 Specialized Facilities

The following facilities are managed by the Associated Students and operated under separate facility use policies, procedures and fees. Contact each facility directly for information:

Viejas Arena - (619-594-0234)
Cal Coast Credit Union Open Air Theatre - (619-594-0234)
Conrad Prebys Aztec Student Union - (619-594-5278)
Scripps Cottage and Patio – as.sdsu.edu/union (619-594-5278)
Mission Bay Aquatic Center - mbaquaticcenter.com (858-488-1000)
Aztec Recreation Center – arc.sdsu.edu (619-594-0200)
Aquaplex – arc.sdsu.edu/aquaplex (619-594-7466)
Recreation Field – arc.sdsu.edu/recfield (619-594-3536)
Multi-purpose Field (ENS 700) – arc.sdsu.edu/ensfield (619-594-3536)

A.3 Additional campus facilities, subject to availability, rental and cleaning fees, and insurance requirements, may also be contracted for use.

East Commons. East Commons may be reserved for meetings and events on a fee basis. Inquiries should be directed to SDSU Catering at 619-594-7641.

Faculty-Staff Club. Faculty-Staff Club may be reserved for meetings and events. Inquiries should be directed to the Faculty-Staff Club at 619-594-5178.

International Students Center. The International Students Center may be reserved by calling 619-594-1982.

A.4 Sports Facilities

Sports facilities, subject to availability, rental, cleaning and utility fees, and insurance requirements, may also be contracted for use. Certain facilities may have specialized constraints, i.e., wooden flooring in Peterson Gym, and may not be appropriate for certain activities.

Reservations for **SDSU faculty and staff** may be made through Enrollment Services by completing the Classroom Request Form at arweb.sdsu.edu/es/classroom/.

SDSU students or Recognized Student Organizations must first contact the Center for Student Organizations & Activities at 619-594-5221.

Reservations for **off campus individuals and groups** may be made through Conference Services at 619-594-1077.

Below is a list of facilities which may be available:

Outdoor Facilities

Middle Field (PG 610; synthetic turf)

Soccer Field (PG 620; synthetic turf)

Women's Softball Field (PG 680)

Tennis Center (PG 690)

Tony Gwynn Stadium (PG 630)

Campus Green (field adjacent to South Campus Plaza)

Indoor Facilities

Main Gym (PG 152)

Racquetball (PG 180)

A.5 Performing Arts Facilities

Performing Arts facilities may be rented under special conditions only, subject to rental, cleaning and utility fees, and insurance requirements. All co-sponsored events must have a department faculty member present at all times. Below is a list of facilities which may be available. Reservations and additional information may be obtained by calling the appropriate department.

Smith Music Recital Hall (School of Music and Dance, 619-594-6060)

Music Rehearsal Rooms (School of Music and Dance, 619-594-6060)

Don Powell Theatre (School of Theatre, Television and Film, 619-594-6345)

Off campus individuals and groups interested in reserving Don Powell Theatre may contact Conference Services at 619-594-1077.

A.6 Groups or individuals requesting a reservation for multiple campus facilities may be referred to Conference Services at 619-594-1077.

APPENDIX B

SAN DIEGO STATE UNIVERSITY DESIGNATED LOCATIONS FOR AMPLIFIED SOUND

B.1 Conrad Prebys Aztec Student Union

Lee and Frank Goldberg Courtyard	band, DJ system, amplifier, iPod dock, bullhorn, musical instruments, microphone
North Grand Entry, 3 rd Floor Terrace, Flagpole, North West Patio	iPod dock, microphone

B.2 Campanile Walkway (flagpole)

	iPod dock, musical instruments, microphone
--	---

B.3 Scripps Cottage (patio)

	iPod dock, musical instruments, microphone
--	---

B.4 North Centennial Mall (northeast side) East Commons Courtyard

	microphone only
--	-----------------

B.5 South Campus Plaza (lawn)

	iPod dock, musical instruments, microphone
--	---

Amplified sound is also permitted at the following campus locations:

B.5	Athletics Facilities	amplifier, microphone
B.6	Cal Coast Credit Union Open Air Theatre	per pre-established guidelines
B.7	Restaurant Patios (Oggi's, Eureka, Broken Yolk, Epic Wings only)	per pre-established guidelines

APPENDIX C

SAN DIEGO STATE UNIVERSITY DESIGNATED LOCATIONS FOR PLACEMENT OF ENCLOSED PUBLICATION RACKS

(PERMIT REQUIRED)

- C.1 East Commons (southeast side)
- C.2 West Commons (east side)
- C.3 Transit Center (southeast end of sidewalk)
- C.4 Gateway/Calpulli Center (south side of Calpulli Center)
- C.5 Education and Business Administration Building (south side)
- C.6 Art Building (between Rooms 574 and 576)
- C.7 Parking Structure 5 (adjacent to north side of 55th Street entrance)

APPENDIX D

SAN DIEGO STATE UNIVERSITY DESIGNATED LOCATIONS FOR COMMERCIAL SOLICITATION AND DISTRIBUTION

(PERMIT REQUIRED)

- | | | |
|-----|---|---|
| D.1 | South Centennial Mall | adjacent to the steps leading to the Conrad Prebys Aztec Student Union |
| D.2 | Footbridge Connecting Parking Structure 4 to West Commons | on or directly adjacent to |
| D.3 | Education and Business Administration Building | adjacent to the north doors |
| D.4 | Aztec Walk near 55 th Street | <i>not available two hours before, during, or two hours after Viejas Arena events</i> |

APPENDIX E

SAN DIEGO STATE UNIVERSITY DESIGNATED BULLETIN BOARDS FOR PUBLIC POSTING

- E.1 Education and Business Building (exterior, south end)
- E.2 SDSU Bookstore (exterior, sound end)
- E.3 Olmeca Hall / Residence Hall Plaza (exterior, north end)
- E.4 Adams Humanities (exterior)

DESIGNATED BULLETIN BOARD FOR ON-CAMPUS SPONSORED EVENTS IN THE CONRAD PREBYS AZTEC STUDENT UNION

- E.5 Conrad Prebys Aztec Student Union, south side of the 1st, 2nd, and 3rd floor elevator vestibules (advance approval required)

APPENDIX F

SAN DIEGO STATE UNIVERSITY DESIGNATED LOCATIONS FOR BANNERS

- F.1 Administration Building Retaining Wall (south end)
- F.2 Music Building (east wall)
- F.3 West Commons (north wall)

APPENDIX G

SAN DIEGO STATE UNIVERSITY DESIGNATED LOCATIONS FOR CHALKING

- G.1 Open Air Theatre Walkway
- G.2 Conrad Prebys Aztec Student Union Chalkboard (1st floor)

APPENDIX H
SAN DIEGO STATE UNIVERSITY
DESIGNATED LOCATIONS FOR SLACKLINING

(Outdoor Space Reservation Required)

H.1 Grass area east of Campanile Walkway and south of Hepner Hall

APPENDIX I

SAN DIEGO STATE UNIVERSITY DESIGNATED LOCATIONS FOR TEMPORARY FOOD FACILITIES (BARBEQUES)

(Outdoor Space Reservation Required)

- | | | |
|-----|---|--|
| I.1 | North Campanile Walkway (east of the flag pole at the top of the steps) | contact Student Life and Leadership (619-594-5221) for space reservation |
| I.2 | Scripps Patio (one BBQ only) | contact Associated Students Union Programs and Services (619-594-5278) for space reservation |

APPENDIX J

SAN DIEGO STATE UNIVERSITY DESIGNATED LOCATIONS FOR DRONE (UAV) USE

(OUTDOOR SPACE RESERVATION REQUIRED)

- | | | |
|-----|-----------------------------------|--|
| J.1 | Multi-purpose Field (ENS 700) | contact Student Life and Leadership (619-594-5221) for space reservation |
| J.2 | Recreation Field (north of PS 12) | contact Associated Students, Aztec Recreation (619-594-3536) for space reservation |

APPENDIX K

SAN DIEGO STATE UNIVERSITY (SDSU) MISSION VALLEY/SNAPDRAGON STADIUM BUILDING AND GROUNDS REGULATIONS

Please refer to the Definitions section below for the definitions of certain terms used in this Appendix.

7

8 K.1 Policies that apply to the entire SDSU Mission Valley property at all times unless otherwise modified to support a Stadium Event at the sole discretion of the SNAPDRAGON Stadium manager.

- K.1.1 All park areas are only available for public use from dawn to dusk. All park areas are first come, first serve unless there is a prior reservation.
- K.1.2 Children ages 14 years and under must be supervised at all times. Playground equipment must be used according to posted rules. Park use is at your own risk.

It is unlawful for any person to do the following within SDSU Mission Valley:

- K.1.3 Hold a celebration, parade, service, picnic, exercise, or other special event of 50 or more people without a permit, **or hold a commercial event of any size without a permit.**
- K.1.4 Leave personal property unattended as a means to reserve a space.
- K.1.5 Smoke or vape.
- K.1.6 Consume alcoholic beverages in the park and open space, trolley plaza, streetscapes or parking areas. **This section does not apply to designated tailgating areas during Stadium Events.**
- K.1.7 Urinate, defecate, be nude in public, or engage in any indecent conduct or riotous or threatening behavior.
- K.1.8 Explode, set-off, discharge, or otherwise release or cause to be released, any smoke bomb, fireworks, stink bomb, or other substance which is physically harmful or otherwise irritating, offensive, repugnant, disgusting, or irritating to the senses of sight, hearing, skin, or smell.
- K.1.9 Discharge any firearm, air gun, fireworks, firecracker, bomb, torpedo, rocket, archery device, slingshot or explosive of any kind or engage in activities utilizing laser scopes.

- K.1.10 Use or operate motorized model planes (including drones) or model vehicles unless approved in advance by SDSU Police Department.
- K.1.11 Use musical instruments, sound equipment or sound amplification devices that exceed 60 decibels at a distance of 25 feet from the source.
- K.1.12 Litter or post papers or advertisements, make graffiti, or deface any structure, apparatus or property.
- K.1.13 Dump refuse or leave or scatter about any boxes, waste paper, remains of meals, newspaper, or rubbish of any kind (except for ordinary trash disposal in designated receptacles).
- K.1.14 Use the following decorations: hay bales, confetti, glitter, rice, bird seed, oil lamps, any open flame, and artificial flower petals. No decorations may be attached to university property.
- K.1.15 Have, possess, or use any container made wholly or partly of glass that is used for carrying or holding any liquid for drinking purposes.
- K.1.16 Bring any animal, except service animals and dogs on a leash or in designated off-leash areas. Dogs must have a current license, and in the event of a dog bite, the owner must provide their name and information to the injured party. All dog/animal waste must be picked up and disposed of in a trash receptacle. No person bringing a pet into a park or recreation area is allowed to permit the pet to defecate on public park property unless that person immediately removes and places the feces into a proper receptacle. In off-leash areas, it is unlawful for an individual to have more than 3 dogs, leave a dog unattended, or have a female dog in heat.
- K.1.17 Feed wildlife or take, kill, wound, disturb, or maltreat any bird or animal, either wild or domesticated.
- K.1.18 Injure or remove any tree, shrub, plant, wood, turf, grass, soil, or rock.
- K.1.19 Kindle any fire, bonfire, or tiki torch, or to throw anything lighted on the ground. Use of BBQs or smokers ~~Smokers~~ is prohibited ~~without a permit unless authorized by the University President's office or designee.~~
- K.1.20 Camp, lodge, sleep, or tarry overnight. No sleeping, camping or fully enclosable tents. No shopping carts, trolleys/carts or luggage carriers. Tents, ~~canopies~~, sleeping bags, pillows and camping gear are prohibited ~~without a permit~~. Recreational nets ~~and canopies~~ are allowed on ~~grass and~~ appropriate recreational courts. Stakes for tents, canopies and similar items are prohibited ~~without a permit~~.
- K.1.21 Loiter or sleep in restrooms.

- K.1.22 Except those sales that are protected by the First Amendment, bring, or cause to be brought, for the purposes of sale or barter, or have for sale, or sell or exchange, or offer for sale, or exchange any food, drink, service, goods, wares, ticket, or merchandise, without first having obtained a permit. No commercial sales or marketing are permitted without a permit.
- K.1.23 No begging or soliciting alms as described in Penal Code sec. 647(c). A-24
- K.1.24 Engage in any sport outside of designated places and times. "Ball and bat/club" sports are prohibited, including but not limited to baseball, softball, cricket, and golf. Bicycles, skateboards, scooters, rollerblades or roller skates are prohibited on grass surfaces. No metal cleated shoes.
- K.1.25 Bring recreational apparatus including but not limited to inflatable bounce structures, climbing structures, dunking machines, trampolines, portable swing sets, or any other similar device, mechanism or structure without a permit. It is unlawful to bring any equipment, ramp or other material used to perform tricks or stunts.
- K.1.26 Use benches and other park features as skate jumps.
- K.1.27 Drive any vehicle on park property outside of designated roadways and parking areas. No pedicabs, surreys or pedal-powered vehicles except on roads designated to accommodate such vehicles. Use of motorized and non-motorized bicycles, scooters, skateboards, in-line skates or other similar wheeled devices anywhere other than designated bike paths or in such a way or at such speeds that it endangers pedestrians or other park users is prohibited. **This section does not apply to emergency vehicles.**
- K.1.28
- K.1.29 Obstruct the free travel of any vehicle or pedestrian over any of the walks, roads, or avenues of any park or plaza property.
- K.1.30
- K.1.31 Open or close any valves or switches pertaining to water or electric services or use any electrical outlet without a permit.
- K.1.32
- K.1.33 Refuse to obey the lawful order of a police officer, parking enforcement officer, park ambassador or SNAPDRAGON Stadium security personnel.

K.2 Policies that apply to the parking areas of SDSU Mission Valley/SNAPDRAGON Stadium during ticketed events at SNAPDRAGON Stadium

The following policies are in addition to, and do not limit the applicability of, the policies in Section K.1.

It is unlawful for any person to do the following within the parking areas of SDSU Mission Valley/SNAPDRAGON Stadium during ticketed events at SNAPDRAGON Stadium:

- K.2.1. Intentionally throw, discharge, launch, or spill any solid object (including footballs, baseballs, Frisbees, cornhole bags and other such devices) or liquid substance, or otherwise cause such object or substance to be thrown, discharged, launched, spilled, or to become airborne. **This section does not apply to designated tailgating areas during Stadium Events.**
- K.2.2. Participate in any athletic or training activity, including, but not limited to vehicle driver training, running, jogging, volleyball, baseball, soccer, football, roller blading, roller skating, bicycle riding, skateboarding, or Frisbee, except in designated pedestrian paths, bike lanes or park and open space, unless expressly authorized by the SNAPDRAGON Stadium manager or the SDSU President or their designee.
- K.2.3. Bring or attempt to bring a vehicle into the SDSU Mission Valley/SNAPDRAGON Stadium parking areas without paying the prescribed charge, if any, required for admission. On the day of, during, and for eight hours after any event duly designated by the San Diego State University President or their designee, no person shall enter or attempt to enter the SDSU Mission Valley/SNAPDRAGON Stadium parking areas without presenting a valid ticket or pass/permit to that event, or a permit indicating that the person is an on-duty employee working the event.
- K.2.4. Park or stand any vehicle in more than one parking space or, where applicable, in more than one tailgate parking space. If the vehicle exceeds twenty feet in length, the driver of the vehicle shall only park it in parking spaces for standard size vehicles and pay for the additional space and display evidence of such payment unless parked in a tailgate parking space. **This section does not apply to designated tailgating areas during Stadium Events.**
- K.2.5. Utilize in any manner more than the parking space or tailgate parking space that the vehicle is entitled to occupy under Section K.2.4.
- K.2.6. Interfere in any manner with the use of an adjacent parking space. **This section does not apply to designated tailgating areas during Stadium Events.**

- K.2.7. Remain within the SDSU Mission Valley/SNAPDRAGON Stadium parking facility more than two hours after the conclusion of any event occurring within SNAPDRAGON Stadium or in the SDSU Mission Valley/SNAPDRAGON Stadium parking areas. It is unlawful for any person to refuse to obey the lawful order of a police officer, parking enforcement officer, park ambassador or SNAPDRAGON Stadium security personnel.
- K.2.8. Bring, or cause to be brought, for the purposes of sale or barter, or have for sale, or sell or exchange, or offer for sale, or exchange any food, drink, service, goods, wares, ticket, or merchandise within any portion of the SDSU Mission Valley/SNAPDRAGON Stadium parking facility, including the perimeter parking lots, streets and sidewalks of SNAPDRAGON Stadium, without first having obtained permission from the Executive Director of Aztec Shops or their designee. On days in which there are events in the stadium, authorization is also required from the SNAPDRAGON Stadium manager.
- K.2.9. Bring, distribute or sell, or cause to be brought, distributed or sold, any alcoholic beverage for any reason on any public park, open space, walkway, sidewalk or plaza without first obtaining a special event permit from the SDSU President or their designee, which will require proof of liability insurance in an amount and form satisfactory to the Executive Director of Aztec Shops or their designee.
- K.2.10. Bring or cause to be brought a beer keg for any reason without first obtaining proof of liability insurance in an amount and form satisfactory to the Director of Aztec Shops or their designee, as well as authorization from the SDSU President or their designee and the SNAPDRAGON Stadium manager.
- K.2.11. Place tables, barbecues, chairs, umbrellas, or other objects on the streets and sidewalks without the written permission of the SNAPDRAGON Stadium manager or the SDSU President or their designee.
- K.2.12. Park, idle or remain stopped in a vehicle on any street directly adjacent to SNAPDRAGON Stadium, identified as the following: Stadium Way, Jacaranda Street, Victory Drive, Cottonwood Lane, Innovation Parkway, Ironwood Street or River Park Road, without prior authorization from the SDSU President or their designee or the SNAPDRAGON Stadium manager.
- K.2.13. Erect or build a structure (e.g. tent, tarps) adjacent to or attached to the perimeter fence, gates or loading docking areas of SNAPDRAGON Stadium, without prior authorization from the SNAPDRAGON Stadium manager.

- K.2.14. Use amplified sound systems at SNAPDRAGON Stadium or adjacent parking lots without prior authorization from the SNAPDRAGON Stadium manager, the SDSU President or their designee.

Vehicles in violation of these sections may be ticketed or towed. These sections shall not apply to any duly authorized employee, agent, or officer of SNAPDRAGON Stadium or San Diego State University while acting in the course and scope of employment, nor shall it apply to any duly authorized participant, performer, official, SNAPDRAGON Stadium security personnel, or service personnel specifically authorized to perform such an act by the SNAPDRAGON Stadium manager, or San Diego State University while acting in the scope of employment or participation.

K.3 Policies that apply to Thrive Park

The following policies are in addition to, and do not limit the applicability of, the policies in Section K.1.

Thrive Park is only available for public use from Dawn to Dusk on days when there is not a Stadium Event. No reservations or space-saving is permitted for recreational use. On days when there is a Stadium Event, Thrive Park is reserved exclusively for Stadium Event use without exception. Park use is at your own risk.

The following policies apply within Thrive Park on days when there is not a Stadium Event:

- K.3.1 No motorized vehicles permitted on the field or in the parking spaces, which are exclusive for event parking use.
- K.3.2 Pets are not permitted on Thrive Park (on nor off leash). (Service animals are exempt.)
- K.3.3 No smoking, tobacco products or vaping is permitted, consistent with policies at all state-owned properties.
- K.3.4 No commercial sales or marketing are permitted.
- K.3.5 No fireworks, open flames, BBQs or cooking of any kind permitted.
- K.3.6 No alcoholic beverages permitted.
- K.3.7 No tents or tables permitted.
- K.3.8 No ball and bat or racket sports permitted, including but not limited to baseball, softball, cricket, pickleball, tennis, and/or golf.
- K.3.9 No organized athletic tournaments or recurring leagues permitted without prior authorization from the SNAPDRAGON Stadium manager, the SDSU President or their designee.
- K.3.10 No stakes, paint, chalk or other markings permitted.
- K.3.11 No amplified sound that exceeds 60 decibels at a distance of 25 feet from the source permitted without prior authorization from the SNAPDRAGON Stadium manager, the SDSU President or their designee.
- K.3.12 No camping permitted.

APPENDIX L

SAN DIEGO STATE UNIVERSITY SNAPDRAGON STADIUM, VIEJAS ARENA, AND CALIFORNIA COAST CREDIT UNION OPEN AIR THEATER BUILDING AND GROUNDS REGULATIONS

Please refer to the Definitions section below for the definitions of certain terms used in this Appendix.

9 Purpose and Intent:

This division is enacted for the purpose and intent of protecting the public health, welfare, and safety of the spectators and participants at events held in SNAPDRAGON Stadium, Viejas Arena or the California Coast Credit Union Open Air Theatre.

Activities prohibited within San Diego State University sporting and concert facilities:

It is unlawful for any person to do the following within any San Diego State University sporting or concert venue:

- L.1.1. Intentionally throw, discharge, launch or spill any solid object (including footballs, baseballs, beach balls, frisbees, or other such devices) or liquid substance or otherwise cause such object or substance to be thrown, discharged, launched, spilled or to become airborne.
- L.1.2. Explode, set-off, discharge, or otherwise release or cause to be released any smoke bomb, fireworks, stink bomb, or other substance, which is physically harmful or otherwise irritating, offensive, repugnant or disgusting to the eyes or sense of smell.
- L.1.3. Enter any *area not open to the general public* (e.g. Football field, locker rooms, stage, backstage) at any time before, during, or after an event.
- L.1.4. Bring into or possess any can, bottle, thermos, vacuum bottle, canteen, or other similar container, unless expressly authorized in writing by the SNAPDRAGON Stadium manager, the VIEJAS ARENA manager, or the CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE manager.

Exception - Factory-sealed plastic bottled water that is still, clear and unflavored and that is one (1) liter (32 ounces) or less, and soft-sided single juice or milk containers, baby bottles or ADA required liquids in a sealed container are permitted into SNAPDRAGON Stadium,

VIEJAS ARENA and CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE.

- L.1.5. Gain or attempt to gain admittance to a San Diego State University sporting or concert facility except through an access gate open for public access and by presenting a valid event ticket, or to enter or attempt to enter a San Diego State University sporting or concert facility during non-event days or hours without permission.
- L.1.6. Enter the clearly marked and designated restroom facilities of the opposite sex, except this section does not apply to gender-neutral bathrooms and children under ten years of age accompanied by a parent or guardian. Additionally, this section does not supersede California Civ. Code § 51(b), which allows an individual to use the restroom facility of their choice based on their gender identity.
- L.1.7. Behave in such a noisy, boisterous, or rowdy manner as to disturb spectators or participants at any event or violate any local ordinance or state law. Such person shall be subject to ejection by San Diego State University Police Officers or a law enforcement officer, SNAPDRAGON Stadium security personnel, VIEJAS ARENA security personnel, or CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE security personnel. It is unlawful for a person to refuse to obey an ejection order made pursuant to enforcement of this section, or to re-enter the San Diego State University sporting or concert facilities during that event after such ejection by purchase of another ticket or by any other means.
- L.1.8. Bring into or possess any noise-making device including, but not limited to: air horns, powered megaphones, bugles, drums, tambourines, or other musical instruments unless expressly authorized by the SNAPDRAGON Stadium manager, the VIEJAS ARENA manager, or the CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE manager.
- L.1.9. Lead, conduct, or otherwise bring or allow to remain in the San Diego State University sporting or concert facilities any animal, bird, fish, or reptile, except trained guide, signal, or service animal that is in actual use, without prior authorization from the SNAPDRAGON Stadium manager, the VIEJAS ARENA manager, or the CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE manager.
- L.1.10. Remain within a San Diego State University sporting or concert facility more than one hour after the conclusion of an event. It is unlawful for any person to refuse to obey the lawful order of a police officer, SNAPDRAGON Stadium security personnel, VIEJAS ARENA security personnel, or CALIFORNIA COAST CREDIT UNION OPEN AIR

THEATRE security personnel, made pursuant to enforcement of this section.

- L.1.11. Bring, or cause to be brought, for the purposes of sale or barter, or have for sale, or sell or exchange, or offer for sale, or exchange any food, drink, service, goods, wares, ticket, or merchandise within any portion of SNAPDRAGON Stadium, including the perimeter sidewalk or corridors of SNAPDRAGON Stadium, or within any portion of VIEJAS ARENA or CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE without first having obtained authorization from the San Diego State University President or their designee, as well as authorization from the SNAPDRAGON Stadium manager, or permission from the VIEJAS ARENA manager or CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE manager.
- L.1.12. Attach any sticker on any San Diego State University sporting or concert facility surface by any means.
- L.1.13. Ride any skateboard, roller blade, roller skate, coaster, scooter, or similar type device.
- L.1.14. No smoking, dipping or vaping allowed at any San Diego State University sporting or concert facility.
- L.1.15. Sections #1 - # 13 do not apply to any duly authorized employee, agent, or officer of the San Diego State University sporting and concert facilities or the San Diego State University employees, or law enforcement personnel while acting in the course and scope of employment, nor does it apply to any duly authorized participant, performer, official, SNAPDRAGON Stadium security personnel, VIEJAS ARENA security personnel, CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE security personnel, or service personnel specifically authorized to perform such an act by the SNAPDRAGON Stadium manager, VIEJAS ARENA manager, or the CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE manager while acting in the scope of employment or participation.

Definitions:

For purposes of the sections noted above, the following words or phrases have the respective meanings:

Area not open to the general public includes the playing court or field, including the dirt track surrounding the turf, team locker rooms, office and administrative areas, roofs, signs, architectural supports and superstructure, stage or other areas set apart for the participants, performers, officials, attendants or service personnel, fencing, walls, lighting supports and standards, trees and any plant materials, ladders, stages, back stage areas, and any elevators, stairways, tunnels, or other areas which are either plainly marked as not being open to the general public or posted with police, security or other San Diego State University sporting or concert facilities personnel who state that these areas are closed to the general public when such police, security, or other San Diego State University sporting and concert facilities personnel are either in uniform or identify themselves as acting in such capacity.

CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE means an open-air concert venue, with multiple uses, and with approximately 4,000 seats, and consisting of the concert structure itself, all fixtures and systems, all improvements, additions, alterations, the grounds, walkways and sidewalks immediately surrounding the venue within the perimeter fence.

CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE manager means the administrative officer assigned by the San Diego State University Associated Students Administration for management of CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE.

CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE security personnel means all employees, contractors, employees of contractors, or other agents of CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE charged with responsibility for the orderly conduct of individuals attending CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE events.

Conclusion of an event refers to the expiration of the allotted playing time or termination of play in relation to any particular sporting event. In relation to non-sporting events, the event shall be deemed concluded at the time designated by the permit granted for the use of the San Diego State University concert facilities or SNAPDRAGON Stadium parking facility, or at the end of any particular band performance, stage show, program, or concert, whichever is earlier.

Event refers to any sporting, athletic, musical, entertainment, or other type of scheduled activity, conducted under contract with San Diego State University, San Diego State University Athletics Department, or Associated Students occurring within SNAPDRAGON Stadium, VIEJAS ARENA or CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE. Event also refers to any scheduled contractual activity occurring within the SNAPDRAGON Stadium parking areas including swap meets, flea markets, automobile sales events, circuses, and other such activities

where authorized.

Parking space means any area marked with lines designating a parking space in the SDSU Mission Valley/SNAPDRAGON Stadium parking areas or San Diego State University main campus parking lot or parking structure, except those parking spaces designated and numbered as tailgate parking spaces. Parking spaces may be marked for small cars or for standard size cars. Parking spaces for vehicles exceeding twenty feet in length shall be parked in RV sections.

San Diego State University sporting and concert facilities refers to and includes SNAPDRAGON Stadium, VIEJAS ARENA and CALIFORNIA COAST CREDIT UNION OPEN AIR THEATRE.

SDSU Mission Valley refers to the approximately 169 acre property bounded by Friars Road to the north, the San Diego River to the south, River Park Road to the west and I-15 to the east.

SDSU Mission Valley/SNAPDRAGON Stadium parking areas means all parking areas, entrances and exits continuous from street grade and all passenger waiting areas at SNAPDRAGON Stadium.

SNAPDRAGON Stadium means an open-air football facility, with multiple uses, and with approximately 35,000 seats, and consisting of the football structure itself, all fixtures and systems, all improvements, additions, alterations, the grounds, walkways and sidewalks immediately surrounding the stadium structure within the perimeter fence.

SNAPDRAGON Stadium manager means the administrative officer assigned by OAK VIEW GROUP as responsible for the day-to-day management of SNAPDRAGON Stadium.

SNAPDRAGON security personnel means all employees, contractors, employees of contractors, or other agents of OAK VIEW GROUP charged with responsibility for the orderly conduct of individuals attending SNAPDRAGON Stadium games and events.

Stadium Event means any event taking place inside SNAPDRAGON Stadium.

Sticker means any gummed or adhesive label, patch, or design whatsoever.

Tailgate means any person standing, sitting, or remaining in the area of a vehicle, chair, table, ice-chest, barbeque, or similar device for the purpose of consuming any food or beverage, or for the purpose of socializing before, during, or at the conclusion of an event.

Tailgate parking spaces means reserved and numbered spaces within a SNAPDRAGON Stadium Parking Area measuring forty feet in length for parking vehicles located in a designated tailgate parking area.

Tailgating areas means areas located at SNAPDRAGON Stadium parking areas or SDSU Mission Valley designated by SNAPDRAGON Stadium manager or SDSU to accommodate tailgating activity during events.

Thrive Park means the seven-acre greenspace located directly west of the Stadium, consisting of two grass lots.

Vehicle means a device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks.

VIEJAS ARENA means an enclosed sporting and concert venue, with multiple uses, and with approximately 13,000 seats, and consisting of the sporting and concert structure itself, all fixtures and systems, all improvements, additions, alterations, the grounds, walkways and sidewalks immediately surrounding the venue within the perimeter fence.

VIEJAS ARENA manager means the administrative officer assigned by the San Diego State University Associated Students Administration for management of VIEJAS ARENA.

VIEJAS ARENA security personnel means all employees, contractors, employees of contractors, or other agents of VIEJAS ARENA charged with responsibility for the orderly conduct of individuals attending VIEJAS ARENA events.

APPENDIX M

CSU Systemwide Time, Place and Manner Policy and SDSU Addendum

The CSU Systemwide Time, Place and Manner Policy and the SDSU Addendum can be found at <https://www.sdsu.edu/freespeech>. ~~INSERT LINK:https://www.sdsu.edu/freespeech.~~

This policy is incorporated into the SDSU Buildings & Grounds Regulations by reference and violation of this policy may constitute a misdemeanor pursuant to Education Code 89031 or in some instances a crime under the Penal Code. Enforcement of this policy is under the auspices of the University President.

Dilcie D. Perez, Ed.D.

Deputy Vice Chancellor

CSU Office of the Chancellor

401 Golden Shore, Long Beach, CA 90802

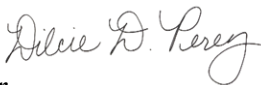
www.calstate.edu

July 23, 2024

MEMORANDUM

ACTION REQUESTED:
Please respond by July 31, 2024

TO: CSU Presidents

FROM: Dilcie D. Perez, Ed.D. 
Deputy Vice Chancellor
Academic and Student Affairs

SUBJECT: Draft for Review; Systemwide Time, Place and Manner Policy; Responses Needed by July 31, 2024

As we discussed at our retreat at the end of last month, the CSU must report to the State Legislature on October 1, 2024 regarding our activities to address “campus climate” concerns. Alarmed by the events that occurred on university campuses last Spring, and expecting an equally tumultuous fall, the State Legislature enacted what is being referred to as the “campus climate legislation.” This legislation requires that the CSU take several steps in short order, namely, prior to the start of the fall 2024 semester. A notification of applicable CSU policies must be sent to all CSU students by August 15, 2024.

The legislation requires the CSU to “foster freedom of expression and the free exchange of ideas... while also protecting student, staff and faculty safety and access to educational opportunities.” The CSU has long engaged in this important responsibility, and many of our campuses already have fully operational, detailed and very effective policies, processes, trainings, websites etc. to address these issues. However, the legislation has directed the Chancellor’s Office to “develop a *systemwide framework* to provide for *consistency* with campus implementation and enforcement.”

To meet this obligation to have a “systemwide framework” and “consistency” across the system, a Chancellor’s Office work group has drafted the enclosed draft of a Systemwide Time, Place, and Manner policy. This draft is a compilation of language drawn from CSU campus free speech statements, and campus time, place and manner policies, as well as other CSU systemwide

CSU Campuses

Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus

Draft for Review; Systemwide Time, Place and Manner Policy

July 23, 2024

Page 2 of 2

policies, the Education Code and Title 5 regulations. The draft policy addresses how the university will respond to students, employees and non-affiliated parties who disrupt university activities by failing to comply with the time, place and manner requirements, as well to support those who are harmed by such activities. Each university will need to prepare a campus-specific addendum to the systemwide policy that provides specific details of the requirements that will be enforced at their university, across its unique geography of buildings, quads, walkways, open areas, etc.

While the requirements in the systemwide draft are not new and are already in place in many respects at each university and at the Chancellor's Office, they are with this draft newly merged into a single document as a systemwide policy, and that is why it is very important for each university leadership team to review the draft and bring forward comments. As you know, the timeline is short, and input is vital to ensure an optimal policy and implementation that serves the system well. Please direct written feedback and questions and concerns to me or Dawn Theodora, associate vice chancellor and deputy General Counsel, at dtheodora@calstate.edu by no later than July 31, 2024.

We will be hosting a deep dive for the Executive Leadership Team on July 29, 2024 at 5:00 p.m. to discuss the policy and receive your feedback. In addition, we are also happy to speak with you or your cabinet members to answer questions or talk about the draft policy. Training modules, guidance documents and FAQs, as well as a website on the calstate.edu site, are also being prepared and will be ready no later than August 15, 2024.

To foster a robust vetting process, we will also be circulating the enclosed policy with the affinity groups that are involved in this complex responsibility, including the Provosts and Vice Presidents for Academic Affairs, the Vice Presidents for Student Affairs, the Chief Administrators/Business Officers (CABO), the Chiefs of Police, the Associate Vice Presidents for HR/Human Resources Officers, the Senior Diversity Officers, the Deans of Students and Student Conduct Officers, the Cal State Student Association (CSSA), and the Academic Senate of the CSU (ASCSU).

Thank you for your partnership in this important work.

Attachment

DDP:mf

c: Vice Presidents for Student Affairs
Provosts and Vice Presidents for Academic Affairs
Vice Presidents of Business and Finance
Senior Diversity Officers

California State University
[INTERIM] Systemwide Time, Place and Manner Policy

I. Purpose

To support and achieve its educational mission and educational access for all, the California State University (CSU) has an obligation to maintain an environment in which the business of the University¹ can be conducted without disruption, in accordance with the highest standards of institutional integrity, academic freedom, freedom of expression, and recognition of the rights, privileges and responsibilities of University community members and members of the public. The purpose of this Systemwide Time, Place and Manner Policy (Policy) is to facilitate the CSU's mission, academic freedom, and freedom of expression while protecting the right to learn and work in a safe and harassment-free environment.

This Policy governs the use of all University Property throughout all CSU universities and the Chancellor's Office. It applies to all persons and groups accessing or using University Property, including all students, employees, auxiliaries, and members of the public. All persons and groups accessing or using University Property must abide by applicable CSU policies and the law.

The CSU is committed to free expression as a function of and essential to its educational mission. This Policy applies to all forms of expressive activity conducted on University Property and sets forth time, place, and manner regulations to ensure that persons and groups engaging in lawful expressive activities are protected and do not disrupt University operations or infringe on the rights of others. It is recognized, however, that some actions will disrupt the orderly operations of the University and/or raise significant security or safety concerns. While the University may not limit what is expressed at protests and demonstrations, the University may limit when and where those protests and demonstrations take place through Content and Viewpoint Neutral time, place, and manner restrictions. To ensure the safety and wellbeing of the entire University community while protecting First Amendment rights on University Property, the CSU will enforce this Policy. This Policy also sets forth the consequences for those who violate this Policy, related policies, or the law. All criteria for assessing events, incidents, and violations under this Policy shall be applied in a Content and Viewpoint Neutral manner.

The Chancellor's Office and all CSU universities will each publish a Campus Addendum to this Policy setting forth additional campus-specific time, place, and manner regulations and other information. Except where noted or where other policies are incorporated by reference, this Policy and each Campus Addendum are intended to be the controlling documents regarding the CSU's systemwide time, place, and manner policy and regulations, and will supersede all previous time, place and manner policies and regulations.

II. Scope

This Policy applies to all persons and groups who access and use University Property, including Non-Affiliates, and all forms of use and activities:

¹ All capitalized terms are defined below in the Definitions section.

- A. All use and activities must be conducted in conformance with all applicable federal, state, and local laws, as well as all University policies, procedures, and regulations.
- B. All use and activities must not interfere with or disrupt University operations.
- C. Conduct and/or statements that constitute unlawful discrimination, harassment, retaliation or stalking are not protected by academic freedom or freedom of expression and may be actionable under [CSU's Nondiscrimination Policy](#). The University must provide a nondiscriminatory educational and working environment.
- D. During certain University events (e.g., commencement, open house, orientation, convocation, and homecoming), priority will be given to those event-related activities over other activities that are not related to University events that take precedence.
- E. Access to and use of certain University Property must be scheduled and registered in advance, as more fully set forth in each Campus Addendum. Certain uses of University Property may be subject to fees, require liability insurance, and/or an indemnity agreement which must be provided by those who seek to engage in such uses. All users assume responsibility for all damage they cause to University Property. Failure to pay for damage to University Property may jeopardize future access to and/or use of University Property and can result in discipline for Students and Employees, as well as civil or criminal action.
- F. Each University's Chief of Police will determine the type of security necessary for all activities and events based on the public safety needs of any event or incident on or around University Property. Each event or incident will be considered on a case-by-case basis to determine appropriate staffing and other security and safety measures.
- G. The University reserves the right to charge reasonable fees for activities and events such as security, rental rates, or insurance, on a Content and Viewpoint Neutral basis.

This Policy is not intended to interfere with free speech and assembly rights afforded by the First Amendment of the United States Constitution or the California Constitution. This Policy is not intended to interfere with the statutory rights provided by the Higher Education Employer-Employee Relations Act (HEERA) or the terms of an applicable Collective Bargaining Agreement, and does not prohibit CSU unions from communicating with their members regarding union-related activities or engaging in protected or concerted activities otherwise allowed under HEERA or an applicable Collective Bargaining Agreement.

III. Public, Limited Public, and Non-Public Areas

For purposes of the time, place and manner regulations set forth in this Policy and each Campus Addendum, the following terms shall apply:

A. Public Areas

A Public Area is University Property that is available for public assembly, marches, demonstrations, protests and debate. Right of access and equality of access are provided in these areas, so long as activities are lawful and do not disrupt University operations. Content-based restrictions are prohibited, but reasonable time, place and manner regulations will be applied. Spontaneous activities may take place in Public Areas without pre-scheduling or reservations. **See the applicable Campus Addendum for details regarding campus-specific Public Areas.**

B. Limited Public Areas

A Limited Public Area is University Property that is available to the public but due to business operations, safety concerns, or other important University interests, is not open for purposes of assembling, marching, demonstrating or protesting. Activities in these areas may require scheduling and reservations with the University, and are available on a limited basis, subject to campus regulations that are narrowly tailored to address the University's legitimate business interests. **See the applicable Campus Addendum for details regarding campus-specific Limited Public Areas.**

C. Non-Public Areas

Except for areas designated as Public Areas and Limited Public Areas, all remaining University Property, including the interiors of all buildings and facilities are Non-Public Areas. These areas are not open to the public and the University can restrict access to Non-Public Areas on a Content and Viewpoint Neutral basis. **See the applicable Campus Addendum for details regarding campus-specific Non-Public Areas.**

IV. Assemblies, Marches, Demonstrations and Protests

Individuals and groups may assemble, march, demonstrate, and protest on University Property in **Public Areas at all times except times when a campus closed to the public** (see Campus Addendum) to engage in speech and expression, including the solicitation of signatures on noncommercial petitions, provided such activities do not disrupt the functions, operations, and events of the University or interfere with the rights of others, including, but not limited to, compelling persons to be an involuntary audience or jeopardizing the safety of persons or property. The exercise of free speech and assembly rights shall not:

- A. Interfere with class instruction or other scheduled academic, educational, or cultural/arts programs, speakers or performers on University Property, or with the use of University libraries or other University resources or operations;
- B. Obstruct pedestrian or vehicular traffic, or otherwise endanger persons or property;
- C. Be conducted in or on University parking lots, parking structures, driveways, crosswalks, streets, roadways, and paths of pedestrian travel;

- D. Employ sound amplification or create noise that disrupts University activities or interferes with the exercise of free speech by others;
- E. Engage in theft, destruction or damage to any University Property;
- F. Harass, intimidate, or impede the movement of persons;
- G. Create or cause unsafe conditions or congestion around doorways, entrances or exits to campus buildings, stairs, and escalators;
- H. Fail to comply with directions of a university official acting in the performance of their duties.
- I. Picket, rally, protest, parade, patrol, or otherwise demonstrate **within 100 feet** of any University *housing* facility, including the residence of any University employee when it is serving as a private residence and no public events are taking place

V. Scheduled Events and Demonstrations

Scheduled events and demonstrations may be held in Public Areas and Limited Public Areas of the University. University students, employees, and recognized student organizations have priority over the general public in scheduling events and demonstrations. **See the applicable Campus Addendum for details regarding campus-specific scheduling and registration procedures.**

VI. Unscheduled Events and Demonstrations

Unscheduled events and demonstrations may be held in Public Areas and certain Limited Public Areas (as provided by the applicable Campus Addendum), without scheduling or reservations, so long as they do not violate University policies or applicable federal, state, or local laws, and do not disrupt University operations. It is the intent of this Policy to ensure that all events and demonstrations occur with no risk or threat to the safety and security of persons or University Property.

It is a violation of this Policy to circumvent these time, place and manner regulations by claiming that an event or demonstration is spontaneous. In deciding whether an event or demonstration is spontaneous or planned, the University may consider factors that include but are not limited to (a) whether signs or placards used at the demonstration were commercially produced, (b) whether participants used amplified equipment, (c) whether security was altered, or media contacted, substantially in advance of the demonstration, or (d) whether other circumstances demonstrate advance planning by one or more individuals and/or organizations.

In the event of multiple groups or individuals attempting to use Public Areas at the same time and place, priority shall be given in the following order: (1) previously scheduled events and demonstrations; (2) events and demonstrations conducted by recognized University organizations, Students, Recognized Student Organizations, current Employees, and CSU Employee unions; and (3) on a first-come, first-served basis.

VII. Prohibited Activities and Uses on University Property

- A. No Disruption or Interference with the Speech of Others (Heckler's Veto Prohibited).** Individuals or groups may not suppress the speech of another individual by shouting down or otherwise drowning out or preventing the individual from being heard, otherwise known as a "heckler's veto." Individuals may protest speakers on campus with whom they disagree, but they may not do anything that prevents the speaker from expressing their views or prevents members in the audience from hearing or seeing the speaker. This prohibition also applies to the removal or erasure of written or printed expressive activities that are otherwise in compliance with this Policy and the applicable Campus Addendum.
- B. No Camping, Overnight Demonstrations, or Overnight Loitering.** To ensure the health and safety of the entire University community, and to protect University Property, encampments of any kind, overnight demonstrations, and overnight loitering are not permitted in or on any University Property, whether indoors or outdoors. No one may camp, occupy camping facilities (including recreational vehicles), use camping paraphernalia, or store personal property on University Property for these purposes. No one may bring a tent or other housing structure on University Property, or occupy any tent or housing structure. No one may set up a campsite on University Property. Other than as allowed in University residential housing or as permitted for Employees in their University work spaces, no one may bring, leave, or maintain furniture or other large household items on University Property, or bring or maintain large personal belongings or large amounts of personal belongings. For purposes of this section, "large household items," "large personal belongings," and "large amounts of personal belongings," means anything that cannot be reasonably carried on the person. "Storage of personal possessions" means leaving items unattended that is not in the owner's immediate personal custody and control. Such unauthorized activities, including overnight activities utilizing vehicles, will be considered trespassing and a violation of this Policy and will be addressed as described below in Section **XX**. **Any exceptions to these prohibitions must be approved by the Chancellor.**
- C. No Temporary or Permanent Structures, Walls, Barriers, Barricades, Furniture, or Other Objects.** Except as directed by the University, no one shall build, construct, erect, place, move, or maintain any temporary or permanent tent, platform, booth, bench, building, building materials (such as bricks, pallets, etc.), wall, barrier, barricade, fencing, structure, sculpture, or furniture on University Property. This prohibition does not apply to activities allowed under a Campus Addendum and subject to time, place, and manner regulations set forth in this Policy. Any nonpermitted item is subject to immediate removal. **Any exceptions to these prohibitions must be approved by the Chancellor.**
- D. No unauthorized commercial vehicles, moving vans or trucks, carts, carriages, trailers, wagons, or other vehicles of conveyance designed for or used to transport persons or property.**

- E. Campuses Closed During Certain Hours.** No one shall enter or otherwise remain on University Property between the hours posted in each Campus Addendum, or at such other times as published or posted by the campus or specific University location. This prohibition shall not apply to University housing residents or their invited guests, invited guests of faculty or staff, persons possessing valid written authorization from a University official, or those on legitimate University related business or attending a specific University sponsored event. Those persons with legitimate University business reasons, possessing a valid written authorization, or attending a specific event, shall be allowed to remain and access the facilities as allowed in their authorization or through the duration of the specific event, after which time they shall leave University Property without any appreciable delay. This prohibition shall not apply to persons proceeding directly across a roadway or path that has been designated as open to the public. **See each Campus Addendum for designated University Property.**
- F. No Disguises or Concealment of Identity.** Wearing masks or face coverings is permissible for all persons who are complying with University policies and applicable laws. However, no person, while on University Property, may wear a mask, personal disguise, or otherwise conceal their identity with the intent of intimidating and harassing any person or group, or for the purpose of evading or escaping discovery, recognition, or identification in the commission of violations of applicable University policy or local, state or federal laws. For all persons who in the judgment of a University official are in violation of a University policy or the law, the University reserves the right to require such persons, including students, faculty, staff, and Nonaffiliates, to show identification when requested to do so by a University official. Failure to provide identification in this circumstance is itself a violation of this Policy, and may also be a criminal violation (see e.g., Cal. Pen Code section 185).
- G. No Firearms or Weapons.** While on University Property, no person shall possess, carry or have control of any firearm, whether loaded or not, unless it is with the written permission of the University President or designee, such as the University Chief of Police, or equivalent University official. All weapons are prohibited on University Property by California Penal Code section 626.10. No person while on University Property shall possess, carry or have control of any weapon defined as:
- a. Any knife that has a blade longer than two and one half inches or opens automatically.
 - b. Any dirk, dagger or ice pick.
 - c. Any razor with an unguarded blade.
 - d. Taser or stun gun.
 - e. Any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, CO2 pressure or spring action.
- H. No Fires or Fireworks.** No one shall start, use or maintain campfires, portable stoves, fire pits, open fires, torches, fireworks, or any other fire or fire apparatus on University Property except as expressly authorized by the University, and subject to requirements

regarding location, time, and fire safety precautions as the University, the State Fire Marshal, or local fire authority may impose.

- I. **No Explosive Materials.** No one shall bring any explosive (as defined in section 12000 of the California Health and Safety Code) or flammable material (as defined in section 12504 of the California Health and Safety Code) or any hazardous or flammable materials (as defined by the regulations adopted pursuant to section 2402.7 of the California Vehicle Code) onto University Property, regardless of whether or not the material is burning, except such materials that are transported in approved containers and necessary for the conduct of the business of the University or are approved by a Designated University Official or are contained in any tank used only to carry fuel necessary for the operation of a vehicle or any equipment of a vehicle.
- J. **No Ambushing or Lying in Wait.** It is prohibited on University Property to engage in, participate in, or assist participants in any game which involves the ambushing, lying-in-wait for, or following another person by means of stealth; or to participate or assist in the participation in any game which would involve the firing of any device as defined in paragraph G above.
- K. **No Shooting of Arrows, Missiles, or Projectiles.** It is prohibited on University Property to shoot any arrow, projectile, or similar missile, and/or to permit any arrow, projectile, or similar missile to be shot on or around University Property, except as part of a University course of study or official University sponsored activity.
- L. **No Chemical Sprays, Gas Masks, Body Armor, Shields, or Laser Pointers.** No mace, pepper spray, chemical sprays, shields, body armor, gas masks, or laser pointers, except as used by law enforcement as permitted by applicable University Police Department policy.
- M. **No Human Urination or Defecation** in any place other than a designated restroom or other facility designed for the sanitary disposal of human waste.

VIII. Activities and Uses on University Property Requiring Written Permission

The following activities and uses are prohibited unless prior written permission from the appropriate University official is obtained, or as otherwise provided in each Campus Addendum.

- A. Posters, Signs, Banners, and Chalking. See Campus Addendum.
- B. No Unmanned Aircraft System (UAS) (also known as a drone) may be flown from, on or around University Property without the express written approval of the University. See Campus Addendum.
- C. Use of University Property for commercial purposes is prohibited unless prior written permission has been obtained from the University.

- D. University Flagpoles are reserved for official University use only. Flags flown on outdoor, permanently installed flagpoles located on University Property serve as a means of expression of the University's official sentiments as determined by the University President or the Chancellor, as applicable. They are not a forum for free expression or expressive conduct by members of the University community or the public.
- E. Additional activities and uses not included above may be addressed in the applicable Campus Addendum.

IX. Non-Affiliates on University Property

This Policy and the following regulations apply to the conduct of persons who are not Students or Employees of the CSU (Non-Affiliates, as more fully defined below) when that conduct is a threat to the safety of persons or property or constitutes interference with functions, activities or operations of the University. All such Non-Affiliates engaging in any demonstration, protest, assembly, gathering, march or rally in or upon University Property are subject to this Policy. These regulations may not be utilized to impinge on the lawful exercise of constitutionally protected rights of freedom of speech or assembly, or the constitutionally protected right of personal privacy.

No Non-Affiliate shall remain on University Property if directed to leave University Property by the University to maintain order on University Property, upon the reasonable determination of a Designated University Official or employee that the Non-Affiliate is committing an act that is likely to interfere with the peaceful conduct of the University's functions or operations or has entered University Property with the purpose of committing any such act. Non-Affiliates on University Property shall not:

- A. Knowingly and willfully interfere with the peaceful conduct of the activities of the campus or facility by intimidating, harassing or obstructing any University employee, student, or any other person.
- B. Delay or linger without lawful purpose for being on University Property and for the purpose of committing a crime or violation of University policy.
- C. Use University Property not open to the public, including but not limited to, residence halls, offices, showers, storage lockers, study lounges, or recreational facilities, without authorization from the University.

X. University Response to Activities that Violate this Policy, Threaten Safety, or Disrupt University Activities

A. Supportive Measures and Resources

Free speech rights include protection for speech that may cause discomfort for some individuals. As long as speech does not constitute an actual threat, an immediate incitement to violence, or unlawful harassment (as defined in [CSU's Nondiscrimination Policy](#)), the University will protect the First Amendment rights of the speaker. Individuals or groups who believe they have been

subjected to harassing speech that is so severe or pervasive that it limits or denies their ability to participate in or benefit from the University's programs or activities, should report their concerns to the University's official charged with enforcing [CSU's Nondiscrimination Policy](#). The University will assess the matter pursuant to the procedures set forth in the [CSU's Nondiscrimination Policy](#) and will provide supportive resources to the affected individuals.

Even if the activity is deemed protected speech and does not violate [CSU's Nondiscrimination Policy](#), or applicable laws, the University's official charged with enforcing [CSU's Nondiscrimination Policy](#) as well as other applicable University officials will always work with individuals or groups to provide supportive services and resources. In those circumstances, although there may be no sanction or action taken against the individuals engaged in the protected speech activity, supportive and other measures will be provided to those hurt, harmed or offended by the speech or expressive activity.

Whether harassing conduct creates a hostile environment must be determined from the totality of the circumstances. Relevant factors for consideration may include, but are not limited to, the context, nature, scope, frequency, duration, and location of the harassment based on race, color, or national origin, as well as the identity, number, age, and relationships of the persons involved. The less pervasive the harassing conduct, the more severe it must be to establish an unlawful hostile environment. For example, in most cases, a single isolated incident would not be sufficient to establish a policy or legal violation. However, in some cases, a hostile environment requiring appropriate responsive action may result from a single severe incident.

B. Violations, Enforcement, Sanctions, and Discipline

The University aims to foster open and rigorous debate, to protect academic freedom and free speech, and to promote discourse, even on the most challenging, sensitive, and controversial issues. While fostering the free exchange of ideas, the University must also pursue and protect its core functions – to teach, engage in research and scholarship, promote the arts and athletics, convene the community, and perform its everyday operations. This includes ensuring that University community members are protected from physical injury and unlawful behaviors, and that University property is protected from property damage.

Violations of this Policy, and/or applicable federal, state or local laws, will lead to intervention by the University and, if safety to persons or property is at stake, law enforcement. Each member of the University community is expected to know and follow this Policy and the applicable Campus Addendum. Disrupting University operations is not permitted, including but not limited to, conduct that unreasonably interferes with the activities of other persons; causes injury to persons or property or threatens to cause such injury; holding meetings, events, or demonstrations under circumstances where health and safety is endangered; or knowingly interfering with unimpeded movement in a University location or with University operations.

In the event of an alleged or perceived violation, those in violation will be directed to comply with applicable University regulations by appropriate University authorities. When enforcing this Policy, an officer or employee authorized to maintain order on University Property will make a reasonable attempt to warn and advise those violating this Policy or the law to cease the prohibited

conduct or activity before citing and/or arresting them, except where the violating conduct appears to create a threat or imminent threat to the health and safety of persons, or to University Property.

If a violation persists or is repeated, or if the activity or assembly poses an imminent danger to public safety or University Property, those involved in the activity may be required to disperse immediately. Violations of this Policy may result in arrest, Code of Conduct disciplinary measures for students, discipline for employees, and subsequent legal action by the University. If a violation occurs at a scheduled and permitted event, permission for the event may be summarily revoked.

1. Withdrawal of Consent and Removal from University Property

For Students and Employees: To maintain order on University Property, when a Designated University Official has reasonable cause to believe that a Student or Employee has willfully disrupted the orderly operation of the University, the Designated University Official may notify that Student or Employee that consent to remain on University Property has been withdrawn. The University shall follow the notification and procedure requirements set forth in Cal. Penal Code section 626.4.

For Non-Affiliates: To maintain order on University Property, when a Designated University Official has reasonable cause to believe that a Non-Affiliate has willfully disrupted the orderly operation of the University, the Designated University Official may notify the Non-Affiliate that consent to remain on University Property has been withdrawn. The University shall follow the notification and procedure requirements set forth in Cal. Penal Code section 626.6.

2. Student Discipline

Students charged with violating this Policy may be subject to discipline pursuant to CSU's Standards for Student Conduct (Student Conduct Code) as set forth in Title 5, California Code of Regulations, section 41301 and CSU's [Student Conduct Process](#). Student behavior that is not consistent with the Student Conduct Code is addressed through an educational process that is designed to promote safety and good citizenship and, when necessary, impose appropriate sanctions. The procedure for all student conduct violations is set forth in CSU's [Student Conduct Process](#). Sanctions may include restitution, loss of financial aid, educational and remedial sanctions, denial of access to campus or persons, disciplinary probation, suspension, and expulsion, and can include multiple sanctions. A campus President may also impose an interim suspension pursuant to Title 5, California Code of Regulations, section 41302 where there is reasonable cause to believe that separation of a Student is necessary to protect the personal safety of persons within the University community or University Property, and to ensure the maintenance of order.

Alleged violations of the Student Conduct Code may include, but not limited to, the following:

- a. Unauthorized entry into, presence in, use of, or misuse of University property.
- b. Willful, material and substantial disruption or obstruction of a University-related activity, or any on-campus activity.

- c. Participating in an activity that substantially and materially disrupts the normal operations of the University, or infringes on the rights of members of the University community.
- d. Willful, material and substantial obstruction of the free flow of pedestrian or other traffic, on or leading to campus property or an off-campus University related activity.
- e. Disorderly, lewd, indecent, or obscene behavior at a University related activity, or directed toward a member of the University community.
- f. Conduct that threatens or endangers the health or safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct.
- g. Unauthorized destruction, or damage to University property or other property in the University community.
- h. Possession or misuse of firearms or guns, replicas, ammunition, explosives, fireworks, knives, other weapons, or dangerous chemicals (without the prior authorization of the campus president) on campus or at a University related activity.
- i. Violation of any published University policy, rule, regulation or presidential order.
- j. Failure to comply with directions or, or interference with, any University official or any public safety officer while acting in the performance of his/her duties.
- k. Any act chargeable as a violation of a federal, state, or local law that poses a substantial threat to the safety or wellbeing of members of the University community, to property within the University community or poses a significant threat of disruption or interference with University operations.

Students charged with violating the Student Conduct Code will be referred to the University's Student Conduct Administrator who will follow CSU's [Student Conduct Process](#).

3. Employee Discipline

Employees charged with violating this Policy may be subject to discipline, up to and including termination, in accordance with the applicable Collective Bargaining Agreement for represented employees, or the applicable standards for non-represented employees, and Cal. Education Code section 89535 which provides that any permanent or probationary CSU employee may be dismissed, demoted, or suspended for (a) immoral conduct, (b) unprofessional conduct, and/or (c) failure or refusal to perform the normal and reasonable duties of the position, among other causes as set forth in statute or applicable University policies.

4. Non-Affiliates

Non-Affiliates who violate this Policy or applicable laws will be held accountable to the full extent of the University's authority under existing laws, regulations and University policies, including, but not limited to removal from University Property pursuant to Cal. Penal Code section 626.6.

C. Withholding or Withdrawal of Approval

The University may withhold or withdraw approval for any events or activities on University Property under this Policy if they are deemed inconsistent with:

1. Federal, state, or local laws.
2. Existing University policies.
3. Preservation of public safety.
4. Maintenance and protection of University Property.
5. Free flow of pedestrian and vehicular traffic.

D. CSU Emergency Management and Law Enforcement

The Chancellor, for the Chancellor's Office, and the President, for each University, is delegated the responsibility for the development, implementation, and maintenance of an emergency management program and for ensuring compliance with [CSU's Emergency Management Policy](#). All activities and events on University Property are subject to the CSU's Emergency Management Policy. All CSU law enforcement activities are governed by [CSU Law Enforcement Policies](#) published by each CSU university.

XI. Fostering Healthy Discourse and Exchange of Ideas in a Safe and Peaceful Manner

The CSU seeks to foster and sustain a learning environment that supports the free and orderly exchange of ideas, values, and opinions, recognizing that individuals grow and learn when confronted with differing views, alternative ways of thinking, and conflicting values. The search for knowledge requires the freedom to speak openly about concerns and issues. All members of the University community and the public are free to lawfully exercise their right to freedom of expression on University Property within the rules and regulations established by this Policy.

Freedom of expression is a cornerstone of a democratic society and is essential to the educational process. Institutions of higher education have a special obligation not only to tolerate but also to encourage and support the free expression of ideas, values, and opinions, even where they may be unpopular or controversial. The University accepts and embraces this obligation, recognizing that such expression may take a variety of forms, including, but not limited to, speeches, signs, written materials, public assemblies, parades, marches, demonstrations, and artistic representation.

Acknowledging the central role the unfettered exchange of information and ideas plays in learning and in a free society, the University shall ensure that individuals and groups are afforded wide latitude in lawfully exercising the right of free expression and that their constitutionally protected right to free expression is not abridged. Freedom of expression, however, is not an absolute right. It coexists with other rights and the need for public order and safety. The exercise of freedom of expression and assembly rights must comply with all applicable federal, state, and local laws, and University policies, including [CSU's Nondiscrimination Policy](#). Illegal activity not protected by the First Amendment nor permitted by this Policy includes but is not limited to unlawful discrimination, harassment, defamation, terrorist threats, false advertising, vandalism, property damage, trespass, occupation of a building or facility, refusal to disperse in violation of the law or policy, or the promotion or incitement of actual or imminent violence or harm.

All members of the University community should recognize that causing discomfort or causing offense is not a basis for the University to limit free expression. At the same time, they should recognize that freedom of expression includes a responsibility to respect the dignity of others, to acknowledge the right of others to express differing opinions, and to always do so in a lawful manner. Sometimes, freedom of expression activities and posted or published materials direct hurtful and/or hateful messages toward an individual or group. While there will always be disagreements over what may constitute acceptable or appropriate comment, there can be no question, particularly in a university setting, that freedom of expression, as guaranteed by the First Amendment, is a cherished and protected right.

Accordingly, the University promotes tolerance of differing points of view and respects the rights of others to express themselves. While one may find certain expressions or materials to be quite offensive or even insulting, the appropriate way to counteract such materials is through discourse, criticism, and the expression of contrary points of view. Free speech is allowed and supported as long as it does not violate other laws or University policies and procedures.

CSU's [Academic Freedom Policy](#) sets forth the definition of Academic Freedom and is incorporated into this Policy. It is the policy of the CSU to support Academic Freedom, and CSU will ensure that teaching faculty are entitled to full freedom in research and in the publication of the results. Teaching faculty are entitled to academic freedom in the classroom in discussing their subject, but they should be careful not to introduce into their teaching controversial matter which have no relation to their subject. Faculty should be clear that when they are expressing their views as private citizens they are not acting as an institutional spokesperson, and should show proper restraint and respect for the opinions of others, which may differ from their own.

XII. Educational Programs and Activities to Support the Balance Between Free Speech Activities, Educational Mission, and Student Safety

See applicable Campus Addendum.

XIII. Resources for Mental Health and Trauma Support for Employees and Students

See applicable Campus Addendum.

XIV. University Designee with Oversight and Enforcement Responsibility

For the Chancellor's Office, the Chancellor, and for each University, the President, will designate an administrator to serve as the Designated University Official with responsibility for oversight, implementation and enforcement of this Policy, including oversight of a training program for responsible staff as well as the broader university community (Students and Employees). The University Official with oversight responsibility shall be a direct report to the campus President, or to the Chancellor for the Chancellor's Office.

This University official shall create and oversee an implementation process whereby a response team is in place and able to mobilize on very short notice. When members of the team are unavailable, they will designate a replacement and let the Designated University Official with oversight responsibility know, and all responsible employees will be trained and familiar with this

Policy and applicable university rules and processes for responding to violations of this Policy. The Designated University Official will have an action plan in place that explains the various levels of responsible officials to be mobilized in response to activities governed by this Policy. Agreements will be in place with local law enforcement and other agencies needed to come to the aid of the University to enforce this Policy, including making arrests for individuals who elect to disrupt the orderly operations of the campus, trespass, vandalize, and/or violate applicable criminal laws.

Oversight will also include reviewing after action information from incidents where this Policy was violated to improve processes, review the provision of support services to Students and Employees who may have been harmed by violations of this Policy, as well as reviewing disciplinary actions brought against those Students, Employees, and Non-Affiliates who violate this Policy.

XV. Definitions

“Campus Addendum” means each addendum attached to this Policy setting forth additional campus-specific time, place, and manner regulations and other information related to this Policy applicable to the Chancellor’s Office and each CSU university. Each Campus Addendum is intended to be the controlling document regarding the specific campus’s time, place, and manner regulations, and will supersede all previous time, place and manner regulations published by each campus.

“Campus” shall mean any of the institutions included within the CSU, as specified in Cal. Educ. Code section 89001.

“Chancellor” means the Chancellor of the California State University, and includes their official designees.

“Content and Viewpoint Neutral” means assessment and application to all expressive activities without regard to substance or message, and that the University cannot favor one speaker’s message over another’s.

“Designated University Official” means the Campus official delegated authority by the Chancellor for the Chancellor’s Office and the University President for each university, as designated in each Campus Addendum, for implementation and oversight over this Policy.

“Employee” means a person legally holding a position in the CSU. This term includes full-time, part-time, permanent, tenured, probationary, temporary, intermittent, casual, and per-diem positions.

“Limited Public Area” means University Property that is available to the public but due to business operations, safety concerns, or other important University interests, is not open for purposes of assembling, marching, demonstrating or protesting. Activities in these areas may require scheduling and reservations with the University, and are available on a limited basis, subject to campus regulations that are narrowly tailored to address the University's legitimate

business interests. **See the applicable Campus Addendum for details regarding campus-specific Limited Public Areas.**

“Non-Affiliate” means any person who is not any of the following: a student, employee, officer, trustee, auxiliary employee, official university volunteer, alumni, or emeritus of the CSU, or a member of a household authorized to reside on University Property.

“Non-Public Area” means, except for areas designated as Public Areas and Limited Public Areas, all remaining University Property, including the interiors of all buildings and facilities are Non-Public Areas. These areas are not open to the public and the University can restrict access to Non-Public Areas on a Content and Viewpoint Neutral basis. **See the applicable Campus Addendum for details regarding campus-specific Non-Public Areas.**

“Public Area” means University Property that is available for public assembly, marches, demonstrations, protests and debate. Right of access and equality of access are provided in these areas, so long as activities are lawful and do not disrupt University operations. Content-based restrictions are prohibited, but reasonable time, place and manner regulations will be applied. Spontaneous activities may take place in Public Areas without pre-scheduling or reservations. **See the applicable Campus Addendum for details regarding campus-specific Public Areas.**

“Recognized Student Organizations” **[TO BE INSERTED]**.

“Student” means applicants, enrolled students, students between academic terms, graduates awaiting degrees, and students who withdraw from school while a disciplinary matter is pending.

“University” means the Board of Trustees of the California State University (CSU), the Chancellor’s Office, and each university within the CSU system.

“University President” and **“President”** means those persons referred to as “Campus President” in California Code of Regulations, Title 5, Section 42355, and includes their official designees.

“University Property” means all land, buildings, facilities, or other grounds or structures, or any item in possession of or owned, used, maintained or controlled by the University or designated by the University as subject to this Policy, including property leased or licensed to University auxiliaries or others. University Property also includes University services, resources, names, branding, trademarks, logos, computers, computing devices, websites, and network systems owned, maintained or controlled by the University, funded by University funds, or University auxiliary funds, or designated by the CSU as subject to this Policy.

XVI. Authority

This policy is issued pursuant to [Section II of the Standing Orders of the Board of Trustees of the California State University](#), as further delegated by the [Standing Delegations of Administrative Authority](#). The campus president may delegate authority and responsibility described in this policy to other campus officials pursuant to [Section VI of the Standing Orders of the Board of Trustees of the California State University](#).

XVII. Related Documents and Policies

[CSU Nondiscrimination Policy](#)

[CSU Academic Freedom Policy](#)

[CSU Emergency Management Policy](#)

[CSU Student Conduct Process](#)

CSU Standards for Student Conduct, 5 California Code of Regulations, sections 41301-41302

Use of CSU Buildings and Grounds, 5 California Code of Regulations, sections 42350-42356

[CSU Collective Bargaining Agreements](#)

[CSU Law Enforcement Policies](#)

**[INSERT CO OR UNIVERSITY NAME] Addendum
To CSU Systemwide Time, Place, and Manner Policy**

University Designee with Oversight and Enforcement Responsibility

[ENTER NAME AND TITLE] is the University administrator designated to serve as the Designated University Official for [ENTER OFFICE OF THE CHANCELLOR OR UNIVERSITY NAME] with responsibility for oversight, implementation and enforcement of the Systemwide Time, Place, and Manner Policy, and this Addendum, including oversight of a training program for responsible staff and the broader university community (including Students and Employees).

University Response Team

The response team for matters related to implementation and enforcement include:

Name	Title and Division	Contact Information	Policy Role

Campus Time, Place and Manner Regulations

Access to and use of designated University Property must be scheduled and registered in advance, as noted in the list of University Property set forth below. Certain uses of University Property may be subject to fees, require liability insurance, and/or an indemnity agreement which must be provided by those who seek to engage in such uses. All users assume responsibility for all damage they cause to University Property. Failure to pay for damage to University Property may jeopardize future access to and/or use of University Property and can result in discipline for Students and Employees who are responsible for the damage, as well as civil or criminal action.

For purposes of this Addendum the following terms shall apply, as set forth in the CSU's Systemwide Time, and Manner Policy:

A. Public Areas

A Public Area is University Property that is available for public assembly, marches, demonstrations, protests and debate. Right of access and equality of access are provided in these areas, so long as activities are lawful and do not disrupt University operations. Content-based restrictions are prohibited, but reasonable time, place and manner regulations will be applied. Spontaneous activities may take place in Public Areas without pre-scheduling or reservations.

B. Limited Public Areas

A Limited Public Area is University Property that is available to the public but due to business operations, safety concerns, or other important University interests, is not open for purposes of

assembling, marching, demonstrating or protesting. Activities in these areas may require scheduling and reservations with the University, and are available on a limited basis, subject to campus regulations that are narrowly tailored to address the University's legitimate business interests.

C. Non-Public Areas

Except for areas designated as Public Areas and Limited Public Areas, all remaining University Property, including the interiors of all buildings and facilities are Non-Public Areas. These areas are not open to the public and the University can restrict access to Non-Public Areas on a Content and Viewpoint Neutral basis.

If there is a University location not listed below, please contact the University administrator responsible for implementing this Addendum.

List of University Properties

	Place	Day and Time Available	Permitted Manner of Use	Type of Place
<i>e.g.</i>	<i>Paved pedestrian walkways and lawns on university property</i>	<i>6:00 a.m. to 10:00 p.m.</i>	<i>Non-amplified speech and expression, including solicitation of signatures on noncommercial petitions</i>	<i>Public</i>
<i>e.g.</i>	<i>University Student Union Room C</i>	<i>9:00 a.m. to 9:00 p.m. Reservations are required and may be made here [INSERT LINK]</i>	<i>Workshops, conferences, meetings, and trainings</i>	<i>Limited Public</i>
<i>e.g.</i>	<i>Administration Building A</i>	<i>N/A</i>	<i>N/A</i>	<i>Non-Public</i>
1.				
2.				
3.				
4.				
5.				

Scheduling and Registration Procedures

[May link to campus webpage or other applicable resource for this information either under this heading or in the table above for each University location, but must include it in this Addendum.]

[NAME OF CAMPUS] Closed During the Following Hours

No one shall enter or otherwise remain on University Property between the hours of [EX: 11:00 p.m. and 8:00 a.m.], or at such other times as published or posted by the University location. This prohibition shall not apply to University housing residents or their invited guests, invited guests of faculty or staff, persons possessing valid written authorization from a University official, or those on legitimate University related business or attending a specific University sponsored event. Those persons with legitimate University business reasons, possessing a valid written authorization, or attending a specific event, shall be allowed to remain and access the facilities as allowed in their authorization or through the duration of the specific event, after which time they shall leave University Property without any appreciable delay. This prohibition shall not apply to persons proceeding directly across a roadway or path that has been designated as open to the public.

Activities and Uses on University Property Requiring Written Permission

The following activities and uses are prohibited unless prior written permission from the appropriate University official is obtained, or as otherwise provided in each Campus Addendum.

- A. Posters, Signs, Banners, and Chalking [DESIGNATE WHICH AREAS ALLOWED AND WHICH AREAS NOT ALLOWED]
- B. No Unmanned Aircraft System (UAS) (also known as a drone) may be flown from, on or around University Property without the express written approval of the University [INSERT OFFICIAL WHO PROVIDES PERMISSION].
- C. Use of University Property for commercial purposes is prohibited unless prior written permission has been obtained from the University [INSERT OFFICIAL WHO PROVIDES PERMISSION].
- D. University Flagpoles are reserved for official University use only. Flags flown on outdoor, permanently installed flagpoles located on University Property serve as a means of expression of the University's official sentiments as determined by the University President or the Chancellor, as applicable. They are not a forum for free expression or expressive conduct by members of the University community or the public.
- E. Additional activities and uses [INSERT OTHER ACTIVITIES AND USES SPECIFIC TO THE CAMPUS].

Educational Programs and Activities to Support the Balance Between Free Speech Activities, Educational Mission, and Student Safety

[TO BE INSERTED BY THE CAMPUS; LIST ALL THAT APPLY AND PROVIDE GENERAL DESCRIPTION FOR EACH]

Resources for Mental Health and Trauma Support for Employees and Students

[TO BE INSERTED BY THE CAMPUS; LIST NAMES, ROLES, CONTACT INFORMATION
FOR ALL THAT PROVIDE THESE UNIVERSITY SERVICES]

DRAFT

Budget Update

Senate Executive Committee (SEC)
Tuesday, August 20, 2024

CSU Base (Recurring) Funding

2024-25

2025-26

2026-25

5%

+5%

-8%

Deferred to 2026-27

+5%

CSU 1x Funding

2024-25

-\$75 million

SDSU share is -\$5.2m

2025-26

-\$252 million ??

To be repaid in
2026-27?

No information currently if
this would be funded by the
system or campuses

FY 24/25 SDSU Enrollment Goal

- SDSU had been planning for 1075 FTES enrollment growth in FY24/25 from our FY23/24 enrollment target
- The CO has recently communicated that they expect that growth to be over 23/24 *actual* enrollment, which was 757 FTES over target
- If we do not meet the new goal (target + 757 + 1075), CO will likely reduce enrollment funding in FY25/26

FY 24/25 SDSU Budget - Base

- \$32M new base revenue from general fund increase, 6% tuition increase, 1075 FTES resident enrollment growth and 330 FTES nonresident enrollment growth
- **\$46M** new base expenditures from 5% compensation increase (\$25M), mandatory cost increases (\$12M), higher instructional costs to teach additional FTES, and non-discretionary commitments
- Base deficits in FY24/25 = $32M - \$46M = (\$14M)$
- \$14M deficits will be partially offset by a planned \$10M reduction across all divisions in FY24/25. The remaining \$4M deficits will be covered by onetime funding while developing longer term solutions.

SDSU Budget Plan - Base

- Planned base budget reduction (\$20m) :
 - \$10m base reduction in 24/25
 - \$5m base reduction in 25/26
 - \$5m base reduction in 26/27
- Based on the messaging from the June Final State budget, additional base reductions in expenses may be required

FY 24/25 SDSU Budget – Onetime (excluding divisional fund balances)

- \$27M carryforward
- \$32M new onetime revenue from one-third of nonresident tuition revenue
- \$4M new 1X expenditure to cover base deficits
- \$41M 1X expenditures to meet non-discretionary commitments
- \$5M – our share of \$75M general fund reduction
- Onetime unallocated fund balance in FY24/25 = $\$27M + \$32M - 4M - \$41M - \$5M = \$9M$
- The balance of \$9M will be set aside to cover FY25/26 anticipated deficits

SDSU Budget Plan - Onetime

- Based on the messaging from the June Final State budget, FY25/26 is anticipated to be very challenging.
- July BOT has presented an FY25/26 budget scenario that showed a potentially \$1 billion deficit for the CSU.
- We need to conserve one-time funding held both centrally, and by the divisions and colleges in order to meet anticipated base and one-time deficits in FY25/26.

FY24/25 SDSU Budget Plan

- SDSU is better positioned than most campuses to address both base and one-time shortfalls
 - Reserve balances held by divisions will allow us a longer timeline to address budget challenges
 - We still have strong enrollment and are eligible for growth from the system
 - Conservative planning and budgeting practices have prevented us from over-extending ourselves
 - Diversified revenue streams decrease reliance on the state budget (e.g. new non-resident fee)
- The campus will still need to work to balance its growing expenses (compensation, inflation) with limited resources

SDSU Budget Plan

- As we look to additional budget reductions there are some strategies to consider:
 - Continue to invest in high priority programs – Identify and prioritize programs that are strategic and/or critical, and continue to invest in them
 - Do less with lower priority programs: we cannot sustainably do “more with less”. This will require every area to identify which programs/activities are less essential and reallocate resources away from them.
 - Delay/defer spendings and hirings
 - Example 1 - divisions and colleges to slow down their spending of one-time resources.
 - Example 2 – divisions and colleges only fill vacant positions that are strategic or critical in order to generate more one-time fund.
 - Example 3 – reduce one-time PBAC allocations
 - Review program efficiency and make adjustments accordingly

Question & Answer

SDSU

San Diego State
University

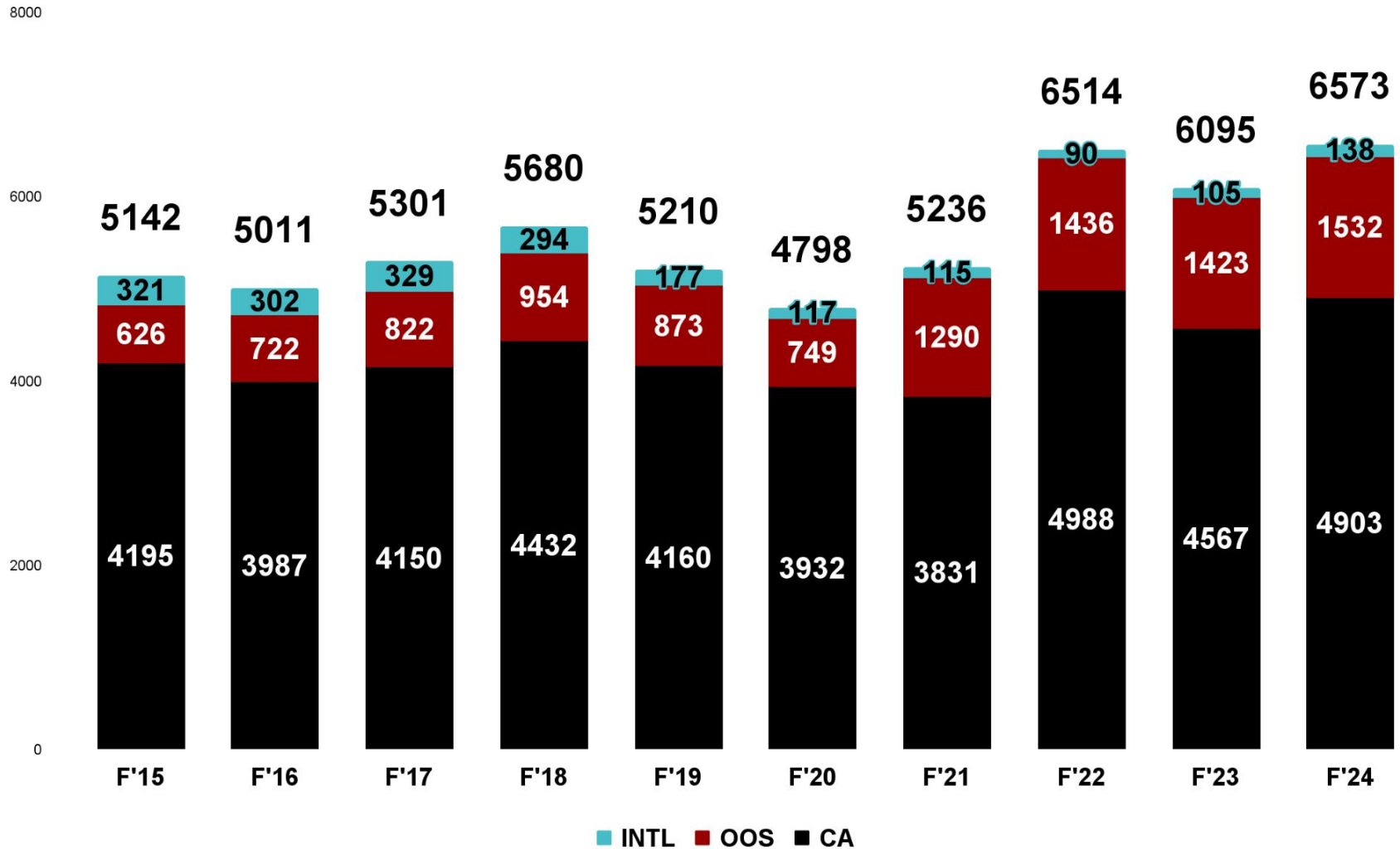
ENROLLMENT MANAGEMENT

AUGUST 19, 2024

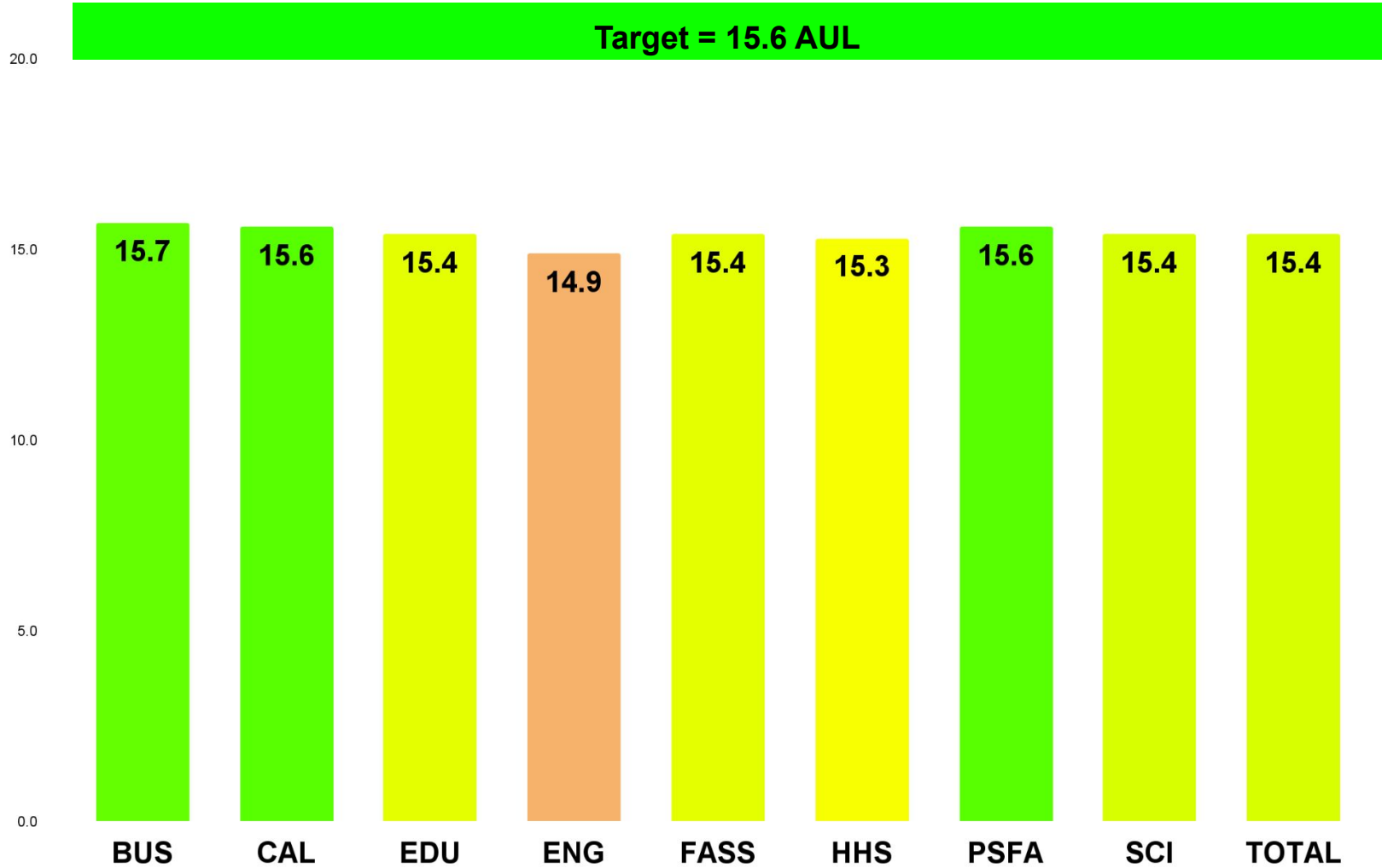


FIRST-YEAR ENROLLED

Fall 2015-2023 YE, Fall 2024 YTD

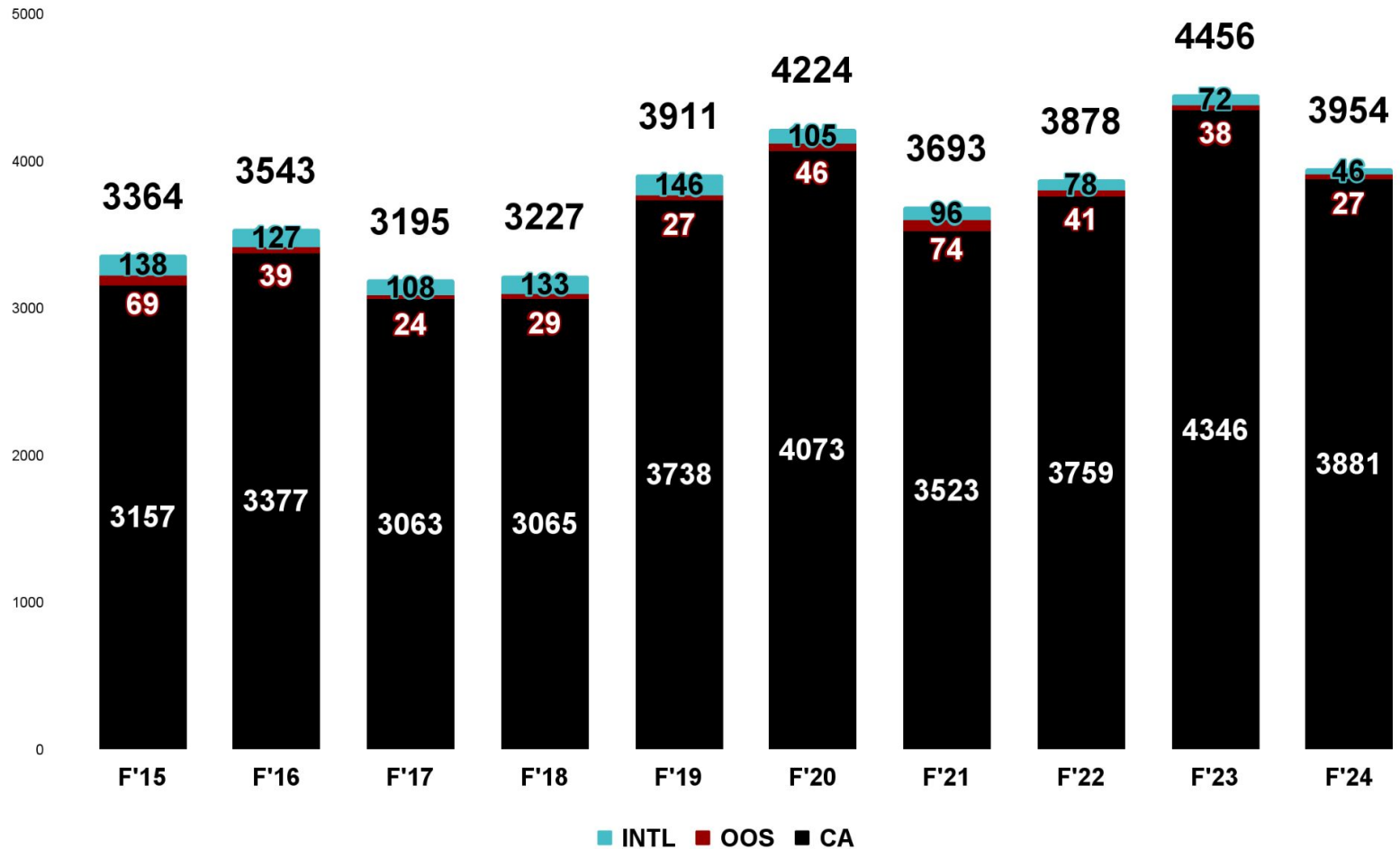


AVERAGE UNIT LOADS OF F24 FIRST-YEARS

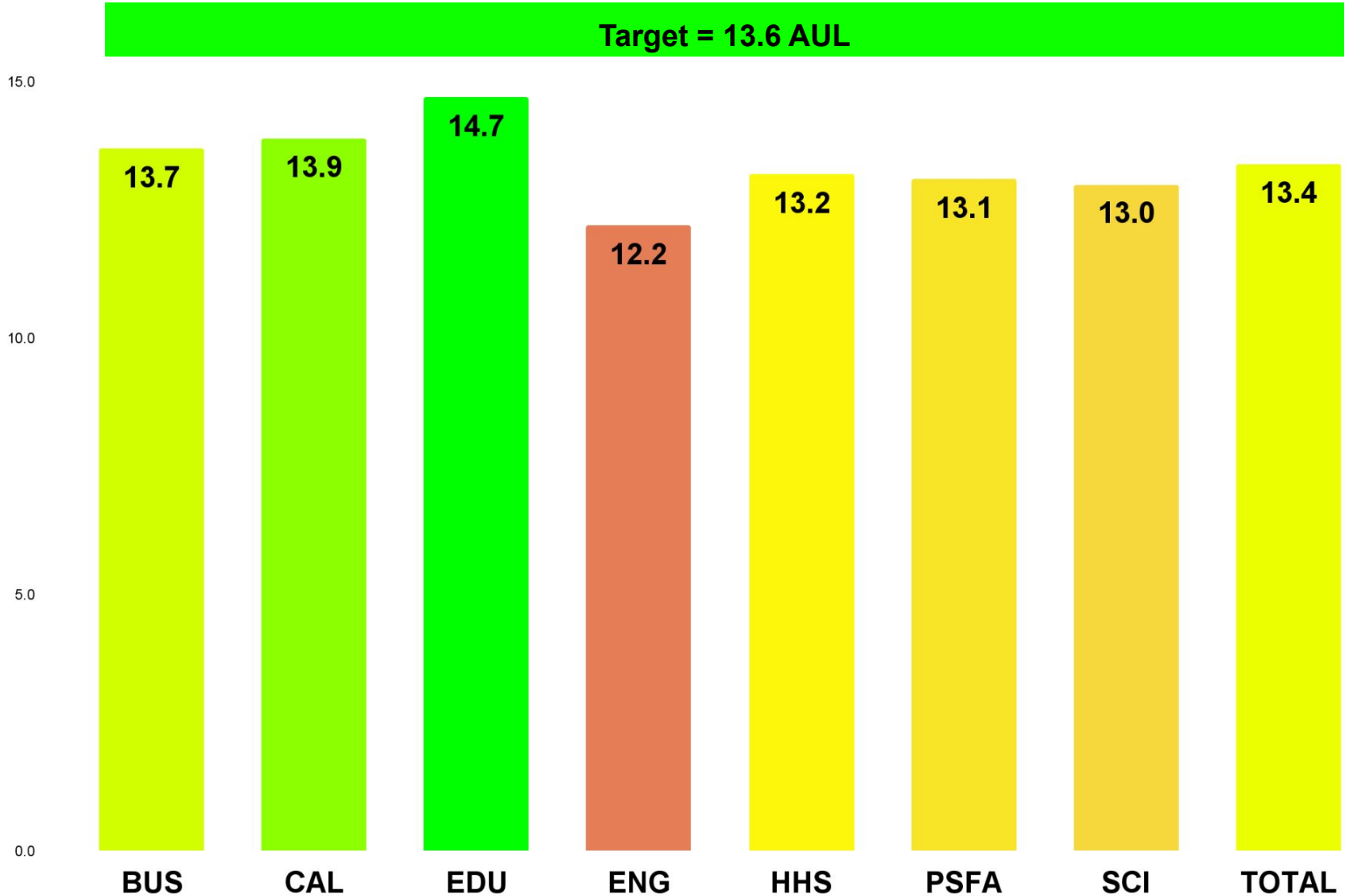


TRANSFERS ENROLLED

Fall 2015-2023 YE, Fall 2024 YTD

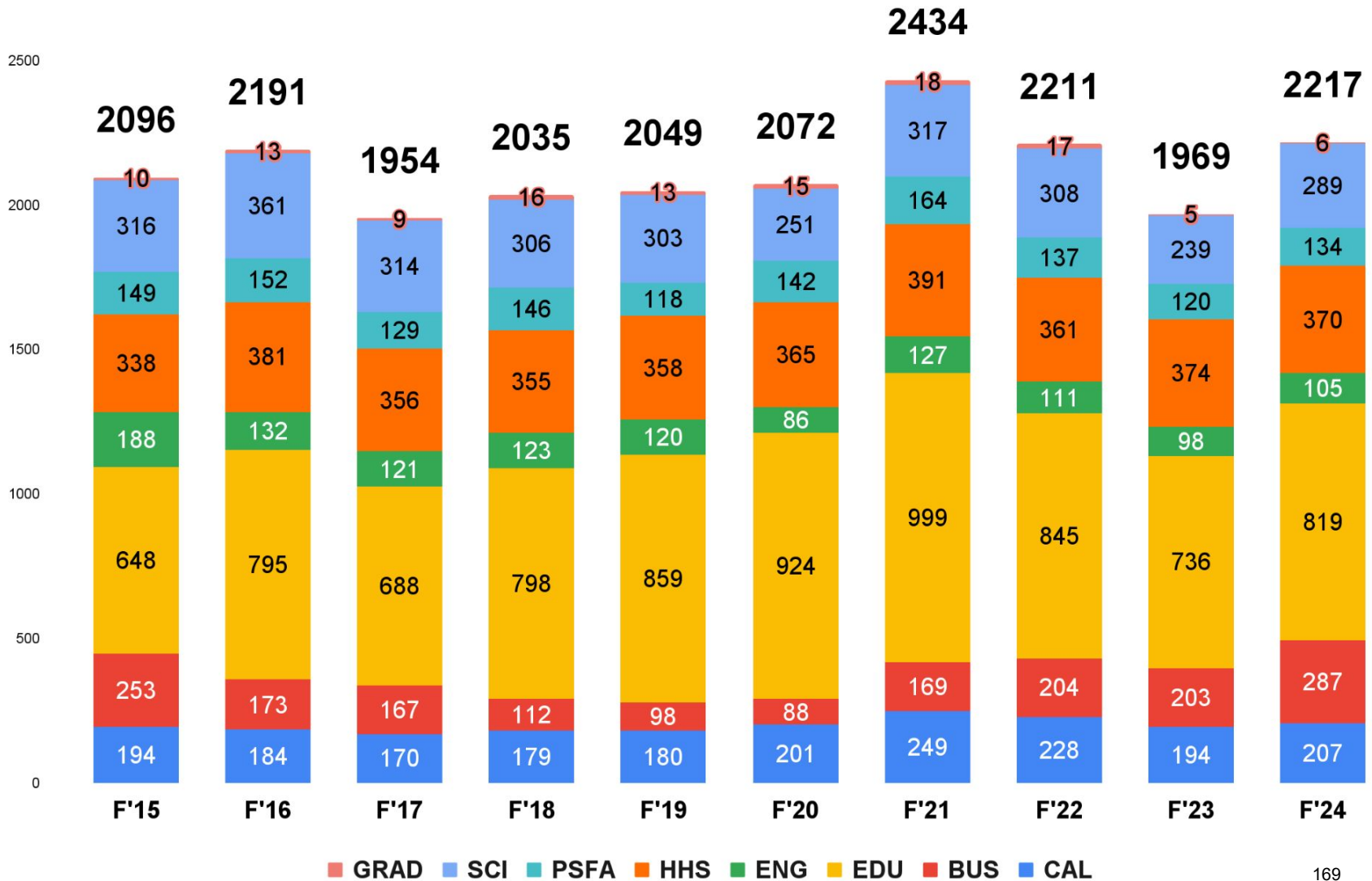


AVERAGE UNIT LOADS OF F'24 TRANSFERS

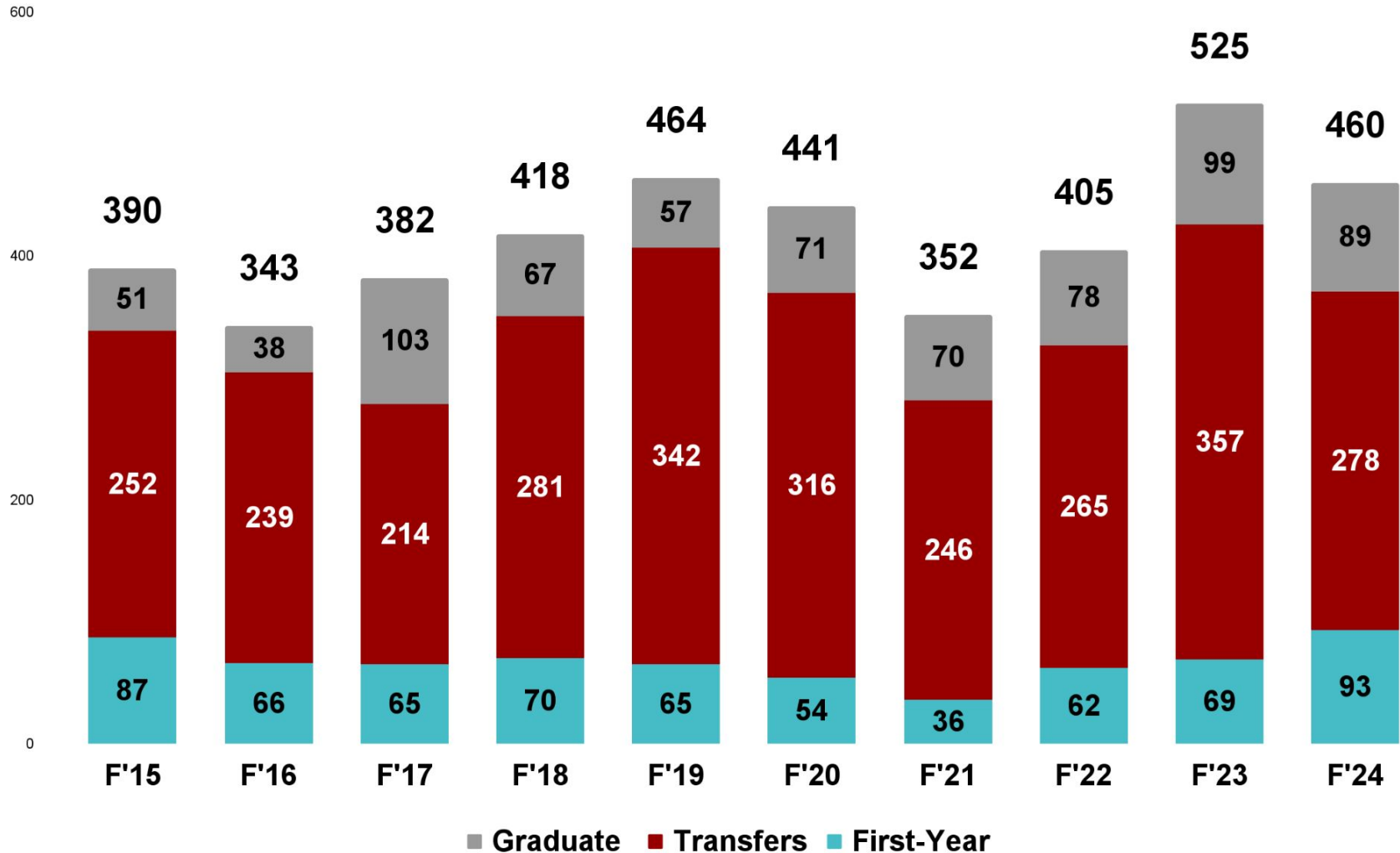


NEW GRADUATE STUDENTS ENROLLED

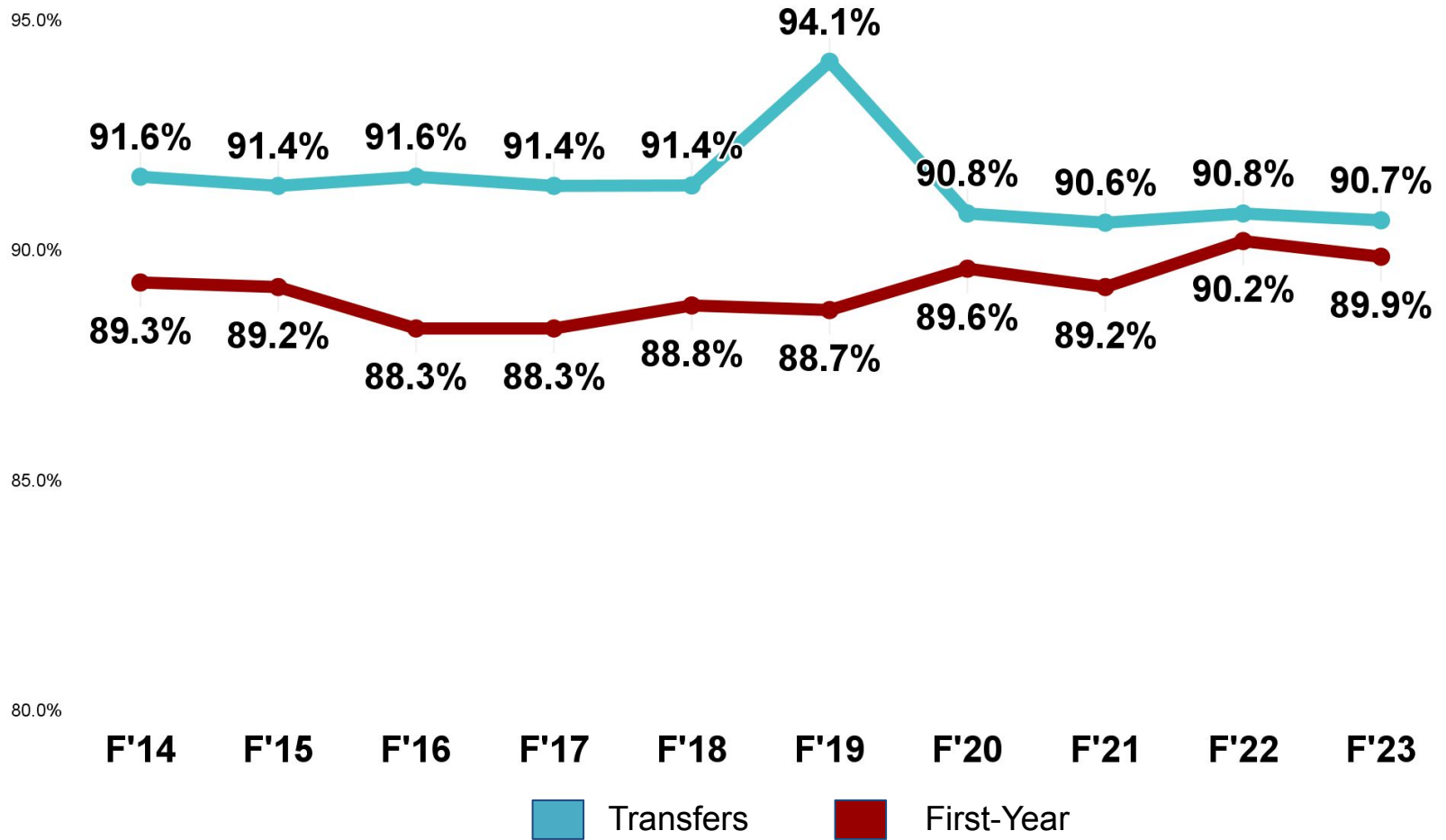
Fall 2015-2023 YE, Fall 2024 YTD



NEW IMPERIAL VALLEY ENROLLED



YEAR 1 RETENTION RATES



F24 as of 8/19/24

FTES Comparison, YTD

FALL	8/20/22	8/19/23	8/17/24					
UNIT	F22	F23	F24	DIFF vs. F23	DIFF vs. F22		F24 TARGET	% to TARGET
CAL	9,841	9,932	10,014	82	173		10,060	99.5%
BUS	3,814	4,067	4,511	444	698		4,145	108.8%
EDU	2,089	2,006	2,047	40	-42		2,191	93.4%
ENG	1,654	1,641	1,769	128	115		1,782	99.3%
HHS	3,346	3,374	3,356	-17	10		3,598	93.3%
PSFA	4,329	4,787	5,104	317	775		5,079	100.5%
SCI	6,588	6,828	7,205	377	617		7,143	100.9%
IV	796	840	864	24	69		950	91.0%
OTHER	507	502	528	26	21		511	103.3%
TOTAL	32,963	33,977	35,399	1,422	2,436		35,459	99.8%

THANK YOU AND QUESTIONS

Interim Space Management Committee Recommendations

Senate Executive Committee Presentation | 8.20.2024



Agenda

1. Project Timeline

2. Charge

3. Recommendations

- Space Management Processes and Procedures
- Space Prioritization Criteria
- Governance Structure
- Next Steps: Communication Plan



Project Timeline

May 2021	Space and Facilities Advisory Committee (SFAC) charged with developing process to develop campus-wide policy for space management
Summer 2021	SFAC identifies needs and develops scope of work for space management consultants
Fall 2021	SFAC sends out initial RFP for space management consultants. Proposal rejected due to not meeting campus needs.
February 2022	SFAC sends out new RFP for space management consultants
June 2022	SmithGroup contracted to begin SDSU space inventory verification, benchmark best practices, and provide recommendations for space planning, policy, procedures, and budget models
July 2022	SmithGroup conducts Campus Inventory Verification
Fall 2022	SmithGroup conducts benchmark analysis and facilitates Campus Community Listening Sessions
October 2022	PDC works with colleges and divisions for Secondary Campus Inventory Verification
December 2022	SmithGroup administers Campus-Wide Survey
Spring 2023	SmithGroup facilitates Campus-Wide Town Halls with preliminary results of listening tours and survey
Summer-Fall 2023	SFAC works with SmithGroup to review findings and recommendations
October 2023	SmithGroup study completes. Interim Space Management Committee is created and charged to vet SmithGroup recommendations for SDSU context
April 2024	Interim Space Management Committee submits spaces management recommendations to COVP

Space and Facilities Advisory Committee Charge (partial)

May 2021

Work with space consultant (Smith Group) to propose recommendations to **enhance SDSU policies, procedures and processes for the following items:**

- Review of current **space management practices and compare to best practices**
- **Audit** of current space use
- Develop **policies, procedures, structures** and other recommendations concerning:
 - **Space use and renovation** of research, instructional, and administrative/ office space in both university and Research Foundation-owned facilities
 - **Allocation** of existing space
 - Planning for **future allocation needs**

Interim Space Management Committee Charge (partial)

October 2023

Review the Smith Group Space Management report and provide actionable recommendations including:

- a. **Principles and policies** for space management
- b. **Prioritization** of space needs
- c. **Procedures** for managing space requests
- d. **Transparent financial structure and reporting**
- e. **Membership** for a permanent SDSU Space Management Committee with associate input and **approval structures (governance structure)**
- f. Develop **communication plan** for rollout of new recommendations once approved by COVP

Space Management-Purpose

To **ensure effective and efficient use of space resources** in support of the university's academic, research, scholarship, and creative activity (RSCA), and community service missions. This is done through:

- Providing a framework in which opportunities and needs are **integrated into institutional planning efforts**
- Allowing for **data-informed** decision-making within a **transparent, visible structure**
- Allowing for **identification and management of space** types, utilization, surpluses, and deficits
- Identifying solutions to make the **highest and best use** of existing space
- Informing proactive **planning for future** capital investment or divestment as well as acquisition possibilities
- Providing an understanding of the **total cost** of supporting and developing space

Space Management-Principles

Outlined Principles		
1.	Authority	All space is university space
2.	Space Allocation Process	Consistent, data-informed, fiscally responsible, transparent
3.	Space Allocation Priority	Support university strategic priorities
4.	Decision Rights	Made at the lowest possible level, but ultimately reserved to the President and delegated to the Provost and VP of BFA for the final decision
5.	Assessment	Space assignments reviewed annually

Space Prioritization Criteria – General Goals

Priorities

1. **Emergencies** - Addressing unforeseen issues will be given immediate priority (i.e. flooding, power outage, etc.)
2. **Temporary Use** - Swing Space must be maintained to accommodate short-term temporary use such as emergencies, tenant improvements, unexpected needs.
3. **Reassigned Occupants** - Units/individuals impacted by having to move out of their existing assigned space due to reasons beyond the unit's control
4. **New Needs** - Accommodating new needs for those who will not otherwise have space assignments
5. **Change in Existing Needs** - Accommodating growth, changes, or consolidation of space

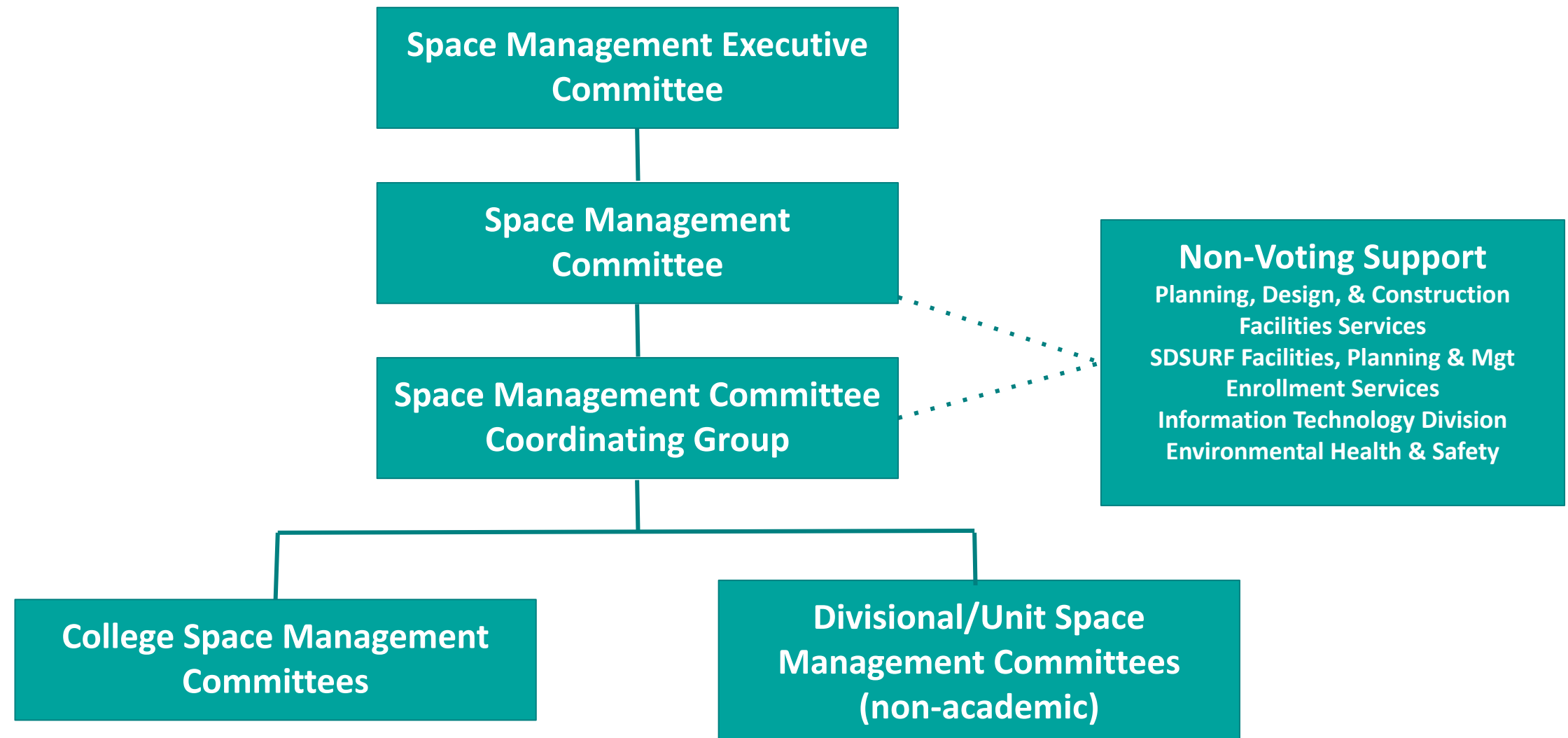
Criteria (or “Considerations”)

- Space use allocations should **remain consistent with space's intended and permitted use** (i.e. classrooms, labs, etc.)
- **Academic activities, classrooms, and research space** have priority over administrative activities or offices
- Space assignments that **save money, enhance revenues, or encourage interdisciplinary collaboration** given priority
- Requests for additional space that include **returning existing square footage to the university's space inventory** will be prioritized higher than those that do not
- When possible, **programmatically similar or supporting units should be located near each other**
- Space allocations that **satisfy long-range plans** take precedence over more temporary accommodations
- Space requests requiring **unplanned, unfunded major construction will have lower priority** than space requests that do not

Space Prioritization Criteria - Highlights

Instructional Space	RSCA Space	Co-Curricular / Community Space	Office/Administrative Space
<ul style="list-style-type: none"> Given highest overall priority for space requests Utilize SDSU policy file guidelines for use and utilization rate Priority for courses that facilitate timely graduation 	<ul style="list-style-type: none"> High impact RSCA Optimization of resources and collaborations Programs that are productive and/or bring in external funding <i>Additionally, SDSURF space must first consider operational, maintenance, and debt costs</i> 	<ul style="list-style-type: none"> Critical health and wellness spaces Spaces required for individual & group study Interdisciplinary collaborative spaces required for academic clubs Athletics spaces to meet division requirements 	<ul style="list-style-type: none"> Only one private office per faculty/staff member Centrally locate offices with high student traffic Confidentiality considerations Consolidate space where possible through smaller or shared workspaces and hybrid/hoteling models

Governance Structure



Governance Structure - Responsibilities

1. College/Unit Space Committees*	2. Space Management Committee (SMC) Coordinating Group	3. SMC	4. SM Executive Committee
<ul style="list-style-type: none">• Creates internal procedures for the evaluation of space requests• Develops metrics to determine utilization and prioritization of internal space• Evaluates internal space utilization regularly, or at a minimum as additional space is requested• Sets own schedule	<ul style="list-style-type: none">• Evaluates and establishes timelines• Conducts space inventory investigations• Assigns preliminary priority• Initiates consultations with ad hoc members• Makes decisions regarding swing space• Meets weekly	<ul style="list-style-type: none">• Makes space-related decisions and recommendations that exceed everyday space decisions or involve the reassignment of space across colleges or divisions• Makes recommendations about space policy and principles, space request processes, space assessments, and space reductions/assignments• Meets monthly	<ul style="list-style-type: none">• Reviews and approves major capital project requests, tenant improvements over \$1M, overall university space policies or policy changes• Meets as needed

**College of Sciences has a model for other units to consider*

Space decisions should be made at a local level, but can ultimately be reconsidered at a higher level

Next Steps: Communication Plan

Present recommendations to

- 1. COVP - Spring 2024
- 2. SFAC - Summer 2024
- 3. Targeted groups - Fall 2024

Step 3: Targeted Group Presentations	
Targeted Groups	Information to Share
<ul style="list-style-type: none">• Divisional Leadership• AA AVPs, Deans, and Assoc Deans• Chairs/Directors• Senate Exec• Enrollment Services• University Research Council	<ul style="list-style-type: none">• Share process ISMC used• Introduce organizational structure• Introduce draft priorities, policies, and procedures• Seek comments and questions

Questions?