

Effective: Fall 2007

Administrative Policy SOLICITATION of STUDENTS, FACULTY and STAFF

Approved: September 19, 2007
Council of Trustees

Overview of Policy

The University reserves the right to regulate commercial activities on campus in order to insure respect for privacy and to avoid interference with other activities on campus. Vendors may be denied access to campus where it might cause interference with or disruption of other campus activities, or where the vendor has shown unreliability, unethical conduct, or unwillingness to comply with University policies.

Definitions

1. Commercial Activity – Any activity conducted on University premises relating to the advertisement, solicitation, sale, transfer, distribution, use or consumption of goods or services, with the result of generating revenues.
2. Vendor – Any individual, group, or business conducting commercial activity on University premises.
3. On-campus vendor - Any recognized student organizations conducting commercial activity for the purpose of raising funds for charitable or educational purposes.
4. Off-campus vendor – Any individual, group, or business conducting commercial activity from a place of business or location off the University premises, or in a capacity not associated with the University or its recognized organizations.
5. Solicitation – Any reasonable attempt under the circumstances to approach or conduct commercial activity with a party on the University premises, or in a capacity not associated with the University or its recognized organizations.
6. Raffles – A form of commercial activity in which a vendor solicits the sale of chances to receive goods or services. Any vendor must comply with all state laws regarding the administration of raffles.

Implementation

1. Requisite approval for on-campus vendor commercial activity must be secured from the office responsible for the facility in which the activity is planned.

2. On-campus vendors may conduct raffles contingent upon prior registration with the Student Program Office.
3. Alcoholic beverages or tobacco as gifts or prizes are prohibited.

Off-Campus Vendors

Off-campus vendors may conduct commercial activity on campus only under either the sponsorship of the University or of a University organization, as provided below:

1. If any recognized University organization wishes to invite and sponsor an off-campus vendor:
 - a. In any University facility other than residence halls, they must complete the Request for Sales Form in the Student Program Office, or
 - b. In the residence halls, they must have the sponsorship of the appropriate residence hall and must complete the Request for Sales Form in the Housing and Residence Life Office.
2. Any organization sponsored off-campus vendor must insure that any promotional or incidental benefit, monetary or in kind, is conferred upon the sponsoring organization rather upon any individual(s).
3. Alcoholic beverages may not be delivered to the campus.
4. Delivery services may not be to a student's room.