

## University Protocol for Campus Public Speakers and Events

April 1, 2004 (rev. Aug. 8, 2012)

### Principles and Values Statement

Universities exist “for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society.”<sup>1</sup> In the pursuit of knowledge and truth, universities – as befits their name (*universus* = whole) – examine the whole of reality from a wide range of different perspectives. Free inquiry and open discussion are therefore indispensable to the attainment of the central goals of universities. Xavier University, as a *university*, is committed unreservedly to open and free inquiry and discussion.<sup>2</sup>

As a *Catholic* university, Xavier is committed to the search for the whole truth not only about nature, humanity, and the world, but also about God. Consistent with the definition of Catholic universities expressed in the Apostolic Constitution, *Ex Corde Ecclesiae*, Xavier University is “a community of scholars representing various branches of human knowledge and an academic institution in which Catholicism is vitally present and operative.”<sup>3</sup> In seeking to fulfill its mission as both a university and a Catholic institution, Xavier University provides students with regular opportunities for continuing reflection upon knowledge in the light of the Catholic faith.

As a Jesuit university, Xavier seeks to develop in students “intellectual skills for both a full life in the human community and service in the Kingdom of God; critical attention to the underlying philosophical and theological implications of issues; [and] a world view that is oriented to responsible action.”<sup>4</sup>

Xavier’s multiple commitments to its mission as both a Jesuit Catholic institution and as a university require, on the one hand, a strong commitment to teach and to respect Catholic and Jesuit traditions and, on the other, an equally strong commitment to the principles of academic freedom. These commitments will result in a wide expression of ideas and opinions on campus.

Speakers and events on campus contribute to the critical inquiry, open discussion, and diverse expression of ideas that are essential to Xavier’s educational mission. The sponsoring of speakers or events by any Xavier University student or faculty organization, however, is not to be taken as an endorsement by the University or the sponsoring group. Although the speakers hosted or events held on campus present their own points of view and do not necessarily represent Xavier University, illegally harassing speech or anything regarded as a violation of the law will not be tolerated.

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<sup>1</sup> AAUP *Joint Statement on Rights and Freedoms of Students*.

<sup>2</sup> See Xavier University Mission Statement.

<sup>3</sup> *Ex Corde Ecclesiae*, par. 14.

<sup>4</sup> Xavier University Mission Statement.

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### Process

Groups and organizations that wish to sponsor a speaker or event open to the public, outside the confines of an academic course or course requirement, must notify their faculty or staff advisor, immediate supervisor, dean or divisional vice president. Whenever possible such notification should be made at least one month in advance of the desired event and prior to any announcement or promotion of the event. If circumstances prevent the one month's notice, the sponsoring organization will directly notify the provost and chief academic officer as soon as the event is planned, and again, in advance of the desired event and prior to any announcement or promotion of the event. If the sponsoring group or its immediate supervisor has legitimate reason to suspect that sponsoring a chosen speaker or event might require the University's response to the public, the sponsoring group or supervisor should bring this to the attention of the provost and chief academic officer.

The notification process should include the following information:

- Name of speaker, entertainer, or title of event
- Date, time, location (*Early submission is encouraged.*)
- Description of the purpose of the program, presentation or demonstration
- Campus sponsors
- Off-campus sponsors (if applicable)
- Campus contacts

The appropriate advisor or administrator will notify the divisional vice president, the provost and chief academic officer, and the office of public relations for the following purposes:

- Publicity/public announcement
- Potential impact on the surrounding neighborhood, i.e., traffic, noise
- Safety and security
- Ability to proactively prepare for controversy that may accompany the event

Sponsoring organizations will also consult and work with the established protocol for booking campus facilities. Guidelines are in place for many of the larger facilities on campus including:

- All spaces in the Cintas Center
- Gallagher Center Theatre
- Kelley Auditorium
- Kennedy Auditorium
- Schmidt Fieldhouse
- Armory
- Classroom space

Potential for controversy

The potential for controversy is never in itself an acceptable reason to deny a speaker or event. The provost and chief academic officer may inform appropriate university constituencies of their opportunities for a response. If an event is expected to attract or does attract negative attention, the provost and chief academic officer will work with the director for strategic communications, and others as deemed necessary, to draft an appropriate response that will 1) educate the public concerning the nature and mission of the university and 2) emphasize that hosting a speaker or event does not mean that the speaker or event represents the university or its official commitments. The provost and chief academic officer, after consultation with the director for strategic communications and with representatives from the sponsoring organization and the faculty, will designate a spokesperson on behalf of the university.