

Associated Students, Inc.

LED Sign Policy

I. NAME

This document shall be called the ASI LED Sign Policy.

II. PURPOSE

This policy is in effect in order to set guidelines for the use of the ASI LED sign.

III. DATE OF EFFECTIVENESS

This policy shall be effective upon approval by the Internal Affairs Committee and the ASI Board of Directors.

IV. AMENDMENTS

This policy may be amended by a majority vote of the Internal Affairs Committee and the ASI Board of Directors.

V. GUIDELINES

A. The Associated Students, Inc. (ASI) LED sign is available for use by ASI, recognized student organizations, and university departments for publicizing events or information of general interest pertinent to the campus community. The ASI has responsibility for the LED sign and has established the following criteria for its use:

1. The use of the LED sign is free of charge for the following organizations:
 - a. ASI
 - b. Recognized Clubs/Organizations
2. There will be a \$25 per quarter charge (unlimited event postings) for the following organizations:
 - a. Campus Departments
3. The LED sign is not available for use by off-campus organizations or for non-CSUB related events.
4. With regard to the above organizations, messages regarding the following are permissible postings:
 - a. ASI sponsored programming and events
 - b. Club/organization events
 - c. Campus/departmental CSUB related events

5. The following messages are not permissible:
 - a. Personal messages
 - b. Messages containing profanity or other derogatory terms
 - c. Election campaigning of any type (ASI, local, state, federal, etc.)
 - d. Solicitation
 - e. Off-campus events
 6. Messages must comply with all campus policies on racial and sexual harassment and University posting policies
 7. Postings will be permitted for only two weeks prior to an event.
- B. A separate application must be completed and submitted for each event.
- C. Each club/organization application must be approved by the Office of Student Involvement and Leadership to verify the event. All applications must be approved by the Executive Vice President or the Executive Director of ASI.
- D. Special requests may be submitted to the Executive Director of ASI for consideration and approval by the Executive Board of ASI.
- E. ASI reserves the right to refuse sign usage and all of ASI's decisions are final.
- F. No advertising is allowed to be placed on the sign itself (ie. posting of flyers, banners, etc.)

Approved ASI Board: 3-5-10 (AR 201)