

## **POSTING POLICY**

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**March 11, 2004**

The scattering of various posters, flyers, and banners affects the appearance of Hibbing Community College. HCC must maintain an atmosphere consistent with that of a higher education institution. To insure that the aesthetics of HCC are kept at the desired level, a posting policy should be established. This policy shall in no way infringe upon the students' freedoms as expressed in the HCC Student Handbook, Student Rights and Responsibilities, or the student's freedom of speech. The main purpose of this policy is to ensure that all students and departments have an open space to display while maintaining campus aesthetics.

### **GUIDELINES:**

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- All postings must obtain stamped approval from the switchboard of Student Services in order to post announcements, information, etc. in designated posting areas.
- Posted materials shall be of good quality, clean, and may not in any way discriminate, harass, or infringe on anyone's rights in accordance with MnSCU or HCC policies.
- Students wishing to post items for individual purposes can place posters in areas designated as free posting areas or must obtain approval through the switchboard of Student Services.
- Business advertising may only be posted on community business bulletin board for up to 30 days. Off-campus events information may be placed on the community bulletin board. Any legal liability or damage resulting from the posting will be the sole responsibility of the person, organization, or group sponsoring the posted material.
- Political campaign materials may be posted on community business bulletin boards if it contains event information.

Campus departments will be responsible for maintaining bulletin boards designated for their department. If a department wishes to have a bulletin board, requests should be made to the Physical Plant Supervisor.