

Approved - [Signature]  
3-31-17

March 31, 2017

Dear Ronnie,

The Student Life Committee met a second time to review the Campus Outdoor Stake Sign Policy. As you may recall, a few concerns were expressed by Kaye McKinzie about our initial proposed policy. These concerns included:

- There needs to be something about the removal of signs that are damaged, fallen down, etc.
- We need to have an approval process for signs. Can we advertise private businesses/ventures, etc.?
- Who approves where signs are placed?
- Signs should be removed each Fall and Spring Semesters (not just at the end of Spring Semester).

Kelsey Broaddrick also expressed a desire for some type of approval process.

The Student Life Committee did add language to our initial policy to address most of Dr. McKinzie's concerns. Our focus was on adding language to enhance enforcement of the policy. We did not, however, include an approval process for the following reasons:

1. Having Hank Phelps or his designee approve all outdoor stake signs is a fairly large task. It would take considerable time to approve the numerous signs on campus.
2. We believe many RSOs and academic and university departments would be upset with the added burden of having to go through an approval process.
3. If we established an approval process, we would need someone to monitor which signs were approved and not approved, and determine a penalty for groups who failed to get approval.
4. As I indicated previously, outdoor stake signs have not been a significant issue. In my 30 years at UCA, this is the first complaint we received regarding outdoor stake signs.
5. Most (if not all) members of the committee like the idea of having campus signs advertising campus activities and events. It shows to prospective students and parents that a vibrant life exists at UCA.
6. If the concern is to prohibit outside businesses or groups from posting outdoor stake signs on campus, we address that issue with #6 below.

We will communicate this policy through the following means:

- Brandon Price will share this information during student organization training at the beginning of each semester.
- Hank Phelps (or designee) will send an email to students, faculty and staff at the beginning of fall semester to inform them of the policy, and at the end of fall and spring semesters to remove stake signs by the deadline.

Below is a copy of our proposed policy. Please let me know if you have questions or concerns.

Sincerely,



Gary Roberts, Chair  
Student Life Committee

### CAMPUS OUTDOOR STAKE SIGN POLICY

UCA recognized student organizations and university departments are permitted to post outdoor stake signs (i.e., signs placed in the ground) on university property under the following conditions:

1. Stake signs must not contain language that is libelous, obscene, or in violation of federal, state or local laws.
2. Stake signs must be kept in good condition (i.e., not faded, worn, torn, fallen to the ground, etc.).
3. If a stake sign is to be inserted 6 or more inches into the ground, the person responsible for the sign must contact the Director of Physical Plant (or designee) to ensure the stake sign does not rupture utility lines.
4. Outdoor stake signs that have an expiration date must be removed 72 hours after the event.
5. All other stake signs (without expiration dates) must be removed by the end of Study Day (Friday before Final Exams week) at the end of Fall and Spring semesters. Signs that remain will be removed and discarded by university personnel.
6. Individual students, faculty, staff or visitors - or businesses or groups outside the university - are not permitted to post stake signs on the university campus.
7. Individuals who have a concern about the condition or wording of an outdoor stake sign can express their concern to the Director of Student Center, who is the designated university solicitation officer.
8. Stake signs that are out of date and/or are in poor condition will be removed and discarded by university personnel.