
Rules of
Department of Higher Education
Division 250—University of Missouri
Chapter 4—Use of University Property

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**Title 6—DEPARTMENT OF
HIGHER EDUCATION
Division 250—University
of Missouri
Chapter 4—Use of University
Property**

6 CSR 250-4.010 General Regulations

PURPOSE: The purpose of this rule is to set forth the general policies of the University of Missouri with regard to the use of its property. This rule may be found at section 4.0314.01 of the Collected Rules and Regulations of the University of Missouri.

(1) Assignment of space in university buildings for continuing use by divisions, departments or other units for use as research laboratories, offices or other special purposes will be made only by the chancellor of the respective campus upon recommendation of the dean or official in charge of the activity.

(2) Assignment of classrooms and laboratories for scheduled classes and examinations will be made by the chancellor or such committee or representative as s/he may designate on a semester-by-semester basis.

(3) Members of the university faculty or staff who are assigned office space in a building on the campus, and who have been authorized to have a building exterior key, shall be authorized to use such assigned office space whenever their work may require such use.

(4) Written permits for the temporary use of university grounds, buildings or rooms therein for any purpose other than regularly scheduled classroom work must be secured in advance from the business officer in accordance with rules for such use made by the chancellor.

(5) University buildings or grounds may not be used by individuals or organizations not connected with the university except by written permission of the chancellor.

(6) No university buildings or grounds, except those specifically designated by the Board of Curators, may be used by an organization or enterprise which declares a dividend among its members or for which members derive financial profit.

(7) No university buildings or grounds (except chapels) may be used for purposes of religious worship or religious teaching by either student or nonstudent groups. Student congregations of local churches or of recognized denominations or sects, although not

technically recognized campus groups, may use the facilities, commonly referred to as the student union or center or commons under the same regulations that apply to recognized campus organizations, provided that no university facilities may be used for purposes of religious worship or religious teaching. The general prohibition against use of university buildings and grounds for religious worship or religious teaching is a policy required, in the opinion of the Board of Curators, by the Constitution and laws of the state and is not open to any other construction. No regulations shall be interpreted to forbid the offering of prayer or other appropriate recognition of religion at public functions held in university facilities. This provision does apply to such buildings as may be designated under provision of 6 CSR 250-4.010(6).

(8) Regular chapels established on university grounds may be used for religious services but not for regular recurring services of any groups. Special rules and procedures shall be established for each such chapel by the chancellor. It is specifically directed that no advantage shall be given to any religious group.

(9) All classes, meetings or assemblages of any sort held in university buildings or on university grounds are subject to all United States and Missouri laws and university ordinances and rules. In addition, it is expected that proper care will be taken of the facility and that the simple rules of courtesy, decency and good manners will be observed at all times. Any failure to abide by these requirements may cause the permission for the use of the facility to be withdrawn at any time or for future permission for use of any university facilities to be denied.

(10) The possession of and discharge of firearms and explosives on university property including university farms is prohibited except in regularly approved programs or by university agents or employees in the line of duty.

(11) No university building or part may be occupied as living rooms or bedrooms except those duly set aside for such purposes.

AUTHORITY: section 172.100, RSMo 1986. Original rule filed April 19, 1977, effective Sept. 11, 1977.

6 CSR 250-4.020 Use by Nonstudent Groups

PURPOSE: The purpose of this rule is to set forth policies of the University of Missouri

regarding the use of university facilities by nonstudent groups which are additional and supplemental to those set forth in 6 CSR 250-4.010. This rule may be found at section 4.0314.03 of the Collected Rules and Regulations of the University of Missouri.

(1) Use of available university facilities may be granted to nonstudent groups upon the following conditions:

(A) When the meeting is sponsored by or the group is invited by an instructional or administrative division or department as a part of its educational program with the approval of the dean or the appropriate administrative officer of that division or department;

(B) When sponsored by a learned, educational, professional or scientific society for organizational or educational purposes when recommended by a dean or other appropriate administrative officer; and

(C) Other nonaffiliated and nonsponsored groups may make use of the facilities of the university specified in 6 CSR 250-4.010(6) upon written approval of the chancellor.

(2) Affiliated groups, as specified in 6 CSR 250-4.020(1)(A) and (B) may be charged a service fee.

(3) Nonaffiliated, nonsponsored groups, as specified in 6 CSR 250-4.020(1)(C) will be charged a fee established by the president. The fee will be determined on the basis of actual space used and be comparable to rates for commercial facilities. An exception to the fee may be made by the president upon recommendation of the chancellor.

(4) The university may contract to collect the established fees from sponsoring agencies, through regular university contracting procedures.

(5) No fee shall be charged to any advisory board or committee of the university.

(6) The chancellor is authorized to establish specific procedures for scheduling and use of university facilities for all meetings of nonstudent groups to implement these regulations.

AUTHORITY: section 172.100, RSMo 1986. Original rule filed April 19, 1977, effective Sept. 11, 1977.

6 CSR 250-4.030 Sales, Solicitations, Collections and Advertising

PURPOSE: The purpose of this rule is to set forth the policy of the University of Missouri

with regard to sales, solicitations or collections on the premises of the university and advertising using the name of the university. This rule will be found at section 4.0314.04 of the *Collected Rules and Regulations of the University of Missouri*.

(1) The sale of anything, the soliciting of subscriptions, or the collection of dues is prohibited in the university buildings and upon university grounds without prior authorization of the business officer or chancellor, except in facilities rented under 6 CSR 250-4.020(3).

(2) Recognized student organizations may not solicit subscriptions or collect dues from prospective students or guests of the university when such guests are in university buildings or on university grounds.

(3) The university shall not be used for commercial or promotional advertising purposes, nor will the name of the university be identified in any way with the aims, policies, programs, products or opinions of any organizations or its members; but an exception may be made by the Board of Curators upon the recommendation of the president of the university. When an exception is made, the conditions for using the name will be prescribed.

AUTHORITY: section 172.100, RSMo 1986. Original rule filed April 19, 1977, effective Sept. 11, 1977.

6 CSR 250-4.040 Use of Sound Amplification Devices

*PURPOSE: The purpose of this rule is to set forth the policy of the University of Missouri with regard to the use of sound amplification devices on the property of the university. This rule may be found at section 4.0319 of the *Collected Rules and Regulations of the University of Missouri*.*

(1) Sound amplification devices as used in this regulation means any electrically operated or assisted device for the amplification of sound including, but not limited to, public address systems, bullhorns, music or voice amplifiers, megaphones or any combination.

(2) The indiscriminate and nonregulated use of sound amplification devices in the buildings and on the campuses and grounds of the University of Missouri is detrimental to and seriously disrupts and impedes the university in accomplishing and carrying out its func-

tions, missions and obligations as an educational institution.

(3) The use of sound amplification devices in buildings, on the campus or any site of the university, whether owned by the university or under its control, except as provided in 6 CSR 250-4.040(4) is prohibited unless a permit for the use of the same is first obtained from the chancellor of the campus on which the use is proposed or the designated representative.

(4) This regulation shall not be deemed to limit the use of sound amplification devices as a part of and in furtherance of university sponsored and scheduled activities or by university officials, faculty and employees in performance of their duties.

(5) Permits issued pursuant to this regulation shall specifically specify the time, duration, location and manner for which the proposed use of a sound amplification device is authorized. Any use which deviates from the permit as to time, duration, location and manner shall cause the revocation by the university of the permit.

(6) A permit for the use of a sound amplification device may be granted—

(A) When the time, location, manner and extent of amplification will not unreasonably interfere with, detract from or distract the students, faculty, employees and guests of the university from their university—scheduled academic, research or business activities;

(B) When the time, location, manner and extent of amplification will not unreasonably interfere with, distract or otherwise cause unreasonable congestion of students, faculty, employees and guests of the university in going to and from university—scheduled academic activities or business affairs; and

(C) When the time, location, manner and extent of amplification will not unreasonably interfere with, distract from or hamper the university, its faculty and staff from fulfilling its obligations and missions by providing an educational institution for the benefit and enhancement of all students in attendance.

(7) Any use of a sound amplification device without a permit will result in disciplinary action being taken against the user, including the confiscation of such equipment or devices.

AUTHORITY: section 172.100, RSMo 1986. Original rule filed April 19, 1977, effective Sept. 11, 1977.