



UNIVERSITY OF DENVER
POLICY MANUAL
SPEAKERS AND PUBLIC
EVENTS

Responsible Department: Office of the Provost
Recommended By: Provost, Chief Compliance
and Risk Officer, Executive Director of
Conference and Event Services, University
Relations, Chief of Campus Safety

Policy Number
PROV 2.30.080

Effective Date
6/___/2026

Approved By: Chancellor

I. INTRODUCTION

- A. The mission of the University of Denver is to promote learning by engaging with students in advancing scholarly inquiry, cultivating critical and creative thought, and generating knowledge. Our active partnerships with local and global communities contribute to a sustainable common good.
- B. The University has adopted this Policy to provide a framework for hosting speakers and events on University Premises. This Policy is intended to promote the robust exchange of opinions and respectful engagement and to promote a safe, welcoming, and inclusive learning, living and working environment in which community members are treated with dignity, decency, and respect.

II. POLICY OVERVIEW

- A. It is the policy of the University to provide appropriate venues for speakers and opportunities for audience engagement.

B. PLACE, ACTIVITY, AND APPLICABILITY

1. **Classroom instruction** is a learning activity involving assigned instructors and registered students in a regular academic course. *Only in exceptional cases might the activity of a guest speaker in a regular academic course fall under the purview of this Policy.*
2. **Public platform speaking** is an activity of guest speakers invited by course instructors opening their classrooms to a larger audience — including other members of the University Community or the general public — to attend the class to hear the views of guest speakers. *When the classroom space is transformed into a public platform, the activity of the guest speaker becomes a public*

event and falls under the purview of this Policy.

- 3. *Public event speaking*** is an activity of guest speakers hosted by members of the University Community and open to the public. In addition to public lectures, conferences, expositions, fairs, festivals, and entertainment are examples of a public event. *The activity of guest speakers at public events falls under the purview of this Policy.*

C. RELATIONSHIP TO OTHER POLICIES AND PROCEDURES

Nothing in this Policy supersedes or substitutes for:

- University Policy 2.30.081 – Policy and Principles on Freedom of Expression and University of Denver Statement of Policy and Principles on Freedom of Expression*, approved by the University of Denver Faculty Senate on May 19, 2017, and affirmed by the Board of Trustees on January 19, 2018;
- Policies and Procedures Relating to Faculty Appointment, Promotion, and Tenure, Section 1.1, Academic Freedom*, approved by the Board of Trustees on January 16, 2015;
- University Policy 2.30.083 – Policy on Demonstrations, Protests, and Free Expression*;
- University’s Discrimination and Harassment Policy and the Office of Civil Rights and Equal Opportunity Comprehensive Discrimination and Harassment Procedures and Title IX Sexual Harassment Procedures*;
- University Policies HRIC 3.10.060A – Staff Employee Grievance Policy and Procedures and PROV 3.10.060B – Faculty Grievance Policy and Procedures*; and/or
- [*The University of Denver Honor Code*](#) administered by the Office of Student Rights and Responsibilities.

III. PROCESS OVERVIEW

- A.** The University of Denver uses a multi-step review process when considering requests to host speakers and events on campus. Requests to use University Premises for invited speakers and hold events in conjunction with their visit must be submitted through [**Momentum**](#) (the University’s room scheduling software).
 - When reviewing such requests, Conference & Events Services staff will review the reservation to determine if the name of the speaker and title of the speech/event is clearly stated in the request.
 - If any of that information is missing, Conference & Event Services will contact

the Event Organizer to obtain the necessary information.

3. Conference & Event Services staff will notify the Provost (or Chancellor if the Provost is not available), the Chief Risk Officer, University Relations, and the Chief of Campus Safety of speakers or events that may necessitate increased planning and/or security review.
4. If the Provost determines that a request raises substantive concerns relative to the *University of Denver Statement of Policy and Principles on Freedom of Expression*, the Provost will consult with the *University Committee on Freedom of Expression* (“Committee”) regarding the request.
5. If the Provost consults with the Committee regarding a request to use University Premises facilities for an event, the Committee will review the event to determine:
 - a. If the purpose of the speaker and the plans for the event are consistent with all federal and state laws and regulations.
 - b. If the purpose of the speaker and plans for the event are consistent with the *University of Denver Statement of Policy and Principles on Freedom of Expression*.
 - c. If the plans for the event sufficiently set forth the protocols for promoting the safety of all attendees.
 - d. If the time, place and manner of the event can be established to promote freedom of expression while creating and maintaining a safe, welcoming, and inclusive learning, living and working environment for all members of the campus community, as well for those members of the public who may attend the event.
6. Upon completing its review, the Committee will make a recommendation to the Chancellor or the Chancellor’s designee concerning the request. The Chancellor or the Chancellor’s designee retains sole discretion for approving the request.
7. While the Committee is reviewing the event request the Department of Campus Safety, in consultation with Enterprise Risk Management and other campus units as appropriate, will conduct a safety and security review to determine what security requirements and resources may be appropriate for the speaker or event.

B. POLITICAL CANDIDATES AND CAMPAIGNING

1. Use of University facilities to raise funds to benefit a political party, campaign, or candidate for public office is prohibited.
2. Use of the name, seal or letterhead of the University on letters, or other written materials intended to support or oppose a political party, campaign, or candidate for public office is prohibited. This does not include the use of the

University's name or seal solely for the purpose of describing the location of an event.

3. Use of University communication resources (including mail distribution services, telephone lines, computer networks, or printers) in service of a political party, campaign, or candidate for public office is prohibited.
4. Use of University Premises for the placement of signage to support or oppose a political party, campaign, or candidate for public office is prohibited, with the exception of postings by students within their own assigned living quarters in University housing.
5. The prohibitions on the activities related to use of University resources in support or opposition of a political party, campaign, or candidate for public office addressed in Sections B.1 through B.4 above present potential conflict of interest problems and/or possible risk to the University's status as a non-profit organization under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

C. EVENT COMMUNICATION AND ADVERTISING

The Event Organizer(s) of a University public event approved under this Policy must include the following statement in all communications advertising, promoting, announcing, or describing the event:

This event is sponsored by [name of Event Organizer]. The use of University of Denver facilities for this event does not constitute an endorsement by the University of Denver. The views of those invited to speak on campus are the views of the speaker and not of the University of Denver.

University of Denver Published Statement Concerning Disruptors:

The Event Organizer must place the following statement on the event's webpage and/or include the statement in the event program or ticket.

General Statement:

The University of Denver is committed to a culture of robust debate, open dialogue, and facilitation of free expression on its campus. When speech or other forms of creative expression are disrupted, an unacceptable denial of freedom may result. Acts of protest or disagreement with a speaker on the University campus may not unduly interfere with communication between the speaker and the audience. If parties cause a disruption that unduly interferes with those communications, the Event Organizer will notify the parties that such interference is unacceptable. If the parties continue to unduly interfere

with those communications, Campus Safety will use measures to stop the interference, which may include physical removal of the responsible parties from the area.

This prohibition against undue interference does not include suppression of the usual range of reactions commonly displayed by an audience during a robust discussion of controversial ideas.

For more information on the University's policies on Freedom of Expression and Speaker/Public Events, please see University Policy PROV 2.30.081 – Statement of Policy and Principles on Freedom of Expression, University Policy PROV 2.30.083 – Demonstrations, Protest, and Free Expression, and University Policy PROV 2.30.080 – Speaker and Public Events.

1. Shortened Version for Event Program:

“The University of Denver is committed to a culture of robust debate, open dialogue, and facilitation of free expression on its campus. Where applicable, the Event Organizer will notify the parties unduly interfering with communications between the speaker and the audience that such interference is unacceptable. If the parties continue with their undue interference, Campus Safety will use measures to stop the interference, which may include physical removal of the responsible parties from the area.

This prohibition against undue interference does not include suppression of the usual range of reactions commonly displayed by an audience during a robust discussion of controversial ideas.

For more information on the University's policies on Freedom of Expression and Speaker/Public Events, please see University Policy PROV 2.30.081 – Statement of Policy and Principles on Freedom of Expression, University Policy PROV 2.30.083 – Demonstrations, Protest, and Free Expression, and University Policy PROV 2.30.080 – Speaker and Public Events.

2. Shortened Version for Event Ticket:

“The University of Denver is committed to a culture of robust debate, open dialogue, and facilitation of free expression on its campus. For more information on the University's policies on Freedom of Expression and Speaker/Public Events, please see University Policy PROV 2.30.081 – Statement of Policy and Principles on Freedom of Expression, University Policy PROV 2.30.083 – Demonstrations, Protest, and Free Expression, and University Policy PROV 2.30.080 – Speaker and Public Events.

D. ROLES AND RESPONSIBILITIES

Event Organizer is responsible for:

1. Requiring that all event applicants review and understand this Policy.
2. Notifying event participants and attendees of [University Policy PROV 2.30.083 – Demonstrations, Protests, and Free Expression](#), the [On-Campus Demonstration and Protest Procedures](#), and [University Policy PROV 2.30.081 – Statement of Policy and Principles on Freedom of Expression](#), addressing:
 - i. Protection of, and limits to, free expression
 - ii. Acceptable forms of protest
 - iii. Authority of the University to remove parties who are suspected of violating the policies and procedures referenced in this Policy.
3. Complying with Campus Safety's plan for responding to disruptive behavior by attendees.

Campus Safety:

1. Upon notification by Conferences and Event Services of potential speakers or events that may necessitate increased planning and/or security measures, Campus Safety is responsible for conducting a safety and security evaluation, in coordination with Enterprise Risk Management and other campus units as appropriate, of the speaker/event to determine the appropriate security requirements and resources for the speaker/event, including but not limited to the presence of Campus Safety, local law enforcement or other security personnel, screening measures, and other attendance restrictions.
2. Upon notification that the University has approved an event pursuant to this Policy, the Chief of Campus Safety, or their designee, is responsible for establishing (and communicating to the Event Organizer) a response plan for disruptive behavior.

IV. DEFINITIONS

- A. **"University Community"** means University trustees, officers, faculty, staff, students, and individuals providing services for the University as contractors or volunteers.
- B. **"University Premises"** includes all land, buildings, facilities, or other property in the possession of or owned, used, operated, or controlled by the University, including adjacent streets and sidewalks.

V. RESOURCES

- A. [University Policy PROV 2.30.083 – Demonstrations, Protests, and Free Expression](#)
- B. [University Policy PROV 2.30.081 – Statement of Policy and Principles on Freedom of Expression](#)
- C. [On-Campus Demonstration and Protest Procedures](#)

Revision Effective Date	Purpose
<i>7/9/2021</i>	<i>Minor revisions</i>
<i>___/___/2026</i>	<i>Updates to align with Demonstrations, Protests, and Free Expression Policy</i>