

University Policies

Policy Name: Outdoor Music Events	Effective Date:
Custodian of Policy: Vice President for Finance and Administration	Last Review:
	Next Review: September 2018

FORMAL REVIEW

Policy

~~Requests for outdoor music events anywhere on campus require an Application for Use of University Facilities form submitted at least four weeks prior to an event. Amplified sound will be allowed on the campus mall only between the hours of 12:00 p.m. – 1:00 p.m. to alleviate disruption of classes in nearby buildings. There are no exceptions to this policy.~~

Amplified sound will be allowed on campus only between the hours of 10 am – 2 pm to alleviate the disruption of classes in nearby buildings including but not limited to the following: Memorial Library, the Performing Arts Building, Ford Hall, etc. Exceptions may be made on a case-by-case basis as determined by University Events & Meeting Services.

Requests for all outdoor events that require the use of amplified sound anywhere on campus require a Special Event Checklist form to be submitted to University Events & Meeting Services at least two weeks prior to an event.

For any outdoor event that requires the use of amplified sound, the noise level must not inhibit normal conversation on campus nor be disruptive to potential events and classes scheduled in surrounding buildings. If a group would like to hold an outdoor concert or an event where the noise level may inhibit normal conversation, they must meet with University Events & Meeting Services well in advance to gain permission and to coordinate set up plans.

Procedures

~~A planning session will be scheduled with all parties involved approximately two weeks prior to the event. University Security and the Mankato Department of Public Safety will determine the number of guards/officers which will be required for the event. If deemed necessary, these expenses will be charged to the department requesting the event.~~

For all outdoor events that require the use of amplified sound anywhere on campus, a planning session will be scheduled for all parties involved approximately two weeks prior to the event. University Events & Meeting Services, with the help of University Security and the Mankato Department of Public Safety if needed, will determine the number of guards/officers that will be required for the event (if any are needed at all). If deemed necessary, these expenses will be charged to the department requesting the event.

Failure to adhere to this policy may result in the ending or cancellation of the event in question.