

Wisconsin Union Policy FM1-10
MEMORIAL UNION TERRACE RULES

Purpose:

To establish clear rules for use of the Memorial Union Terrace to ensure a safe and friendly environment for all users.

Definitions:

The Terrace - the outdoor space defined by the Memorial Union to the South, Alumni Park to the East and Park Street to the West and Lake Mendota to the North.

The Terrace Stage - a reservable space programmed primarily by the Wisconsin Union Directorate (WUD). It is not for impromptu use by any group or individual and may be used for seating when not being programmed by WUD.

Rationale:

The Wisconsin Union is a membership organization. Its buildings, facilities, and programs are open to members of the UW-Madison community (faculty, staff, students), invited guests of the university as well as Union members. The Union, including the Terrace, is not open to the public except for those events specifically identified as such per UWS 18.06(20). This document outlines rules for use of the Terrace.

Rules for Terrace Patrons:

- Abide by the University of Wisconsin – Madison Conduct on University Lands, Chapter UWS 18 (www.wisc.edu/legal/legalservices/uws018.pdf) as well as obey all laws of the local, state and federal government.
- Comply with Union and UW policies & procedures.
- Present identification to staff when requested (e.g. State Issued ID, UW ID, etc.) including eligibility to use Union facilities when requested (e.g. Membership card, Theater ticket, conference badge, Union Day Pass)
- Adhere to good health and safety practices and comply with all environmental health and safety laws and regulations.
- Limit use to authorized areas only.
- Respond to emergency alarms and other situations (including vacating the Terrace) as instructed by Union staff or as posted.
- Be respectful of Union staff.

Prohibited Conduct:

- Violent, threatening, abusive or otherwise disorderly conduct or intimidating or harassing behavior which tends to provoke a disturbance or incite violence. Threats include: statements, actions, and behaviors that could reasonably be foreseen as having a purpose to inflict physical harm, even if the person making the threat doesn't have the ability to carry out the threat. Disorderly conduct does not require that a disruption actually occur.
- Conduct that creates a public health nuisance or constitutes a health risk to oneself or others.
- Obstructing or impairing Union or university activities or interfering with or impeding the ability of another patron to participate in such activities.
- Refusing to comply with requests of Union staff members.
- Posting materials, petitioning, vending, peddling, chalking or soliciting on the Terrace.
- Misusing, misappropriating, damaging, stealing, or tampering with Union equipment, furniture, facilities, grounds, or resources including reserving tables or furniture by any means.
- Allowing others to use their membership identification.
- Fishing on the Lakeshore Path in front of the Terrace or from the piers in front of the Memorial Union and Alumni Park. Specifically, the Outdoor UW pier, Hooper piers, or the swimming pier. Fishing is not allowed on the Wisconsin Foundation and Alumni Association's Goodspeed Family pier outside of posted hours.
- Removing items from Union trash receptacles or eating/drinking food or beer left on tables or food from events of which they were not invited or eligible to participate.
- Leaving personal items such as backpacks or bags unattended.
- Unauthorized public events, performances, speeches, or demonstrations.

Prohibited Items:

- Weapons including but not limited to sticks, guns, knives, and nooses.
- Use of tobacco and cannabis products including hookahs, e-cigarettes, vaporizers, cartridges, or other electronic smoking devices.
- Balloons, flags or signs.
- Animals including Emotional Support and Therapy animals. Exception: Service animals.
- Bicycles/unicycles, roller blades, skateboards, electric scooters, Segways, hoverboards, etc.
- Any thrown objects such as balls or discs.
- Carry-in food and alcohol (personal meal is allowed) or coolers of any size.
- Amplified music or impromptu performances including speeches.
- Commercial photography (pre-approval is required).
- Use of drones including takeoff/landing (campus approval required).
- Other items that may contribute to an unsafe or hazardous environment.

Any patron who does not comply with expected standards of conduct or engages in or attempts to engage in prohibited conduct may be subject to sanctions including loss of membership status, removal from the premises, disciplinary action under applicable university student and employee disciplinary processes, and/or referral to UW-Madison Police Department.

Wisconsin Union Policy WU3-8 details the Union Membership Disciplinary Process.

Additional background:

Related materials and support documents:

Wisconsin Union Policy WU3-8 details the Union Membership Disciplinary Process.

***For interpretations, resolution of problems and special situations
contact:***

Assistant Director for Facilities Management, Wisconsin Union – Paul Broadhead,
paul.broadhead@wisc.edu, (608)263-4588

Date(s) of Action: Approved April 18, 2017, August 16, 2023, August 1, 2024

WISCONSIN UNION POLICY FM1-12
TIME-PLACE-MANNER OF FREE EXPRESSION

Rationale/Purpose:

The Wisconsin Union is dedicated to promoting a learning environment that encourages free inquiry and expression. This procedure outlines the approved Time-Place and Manner for the various forms of free expression. These include speeches, performances, demonstrations, the distribution of free newspapers, periodicals, and magazines, as well as the distribution of leaflets, such as flyers and handbills, petitions, surveys, signature drives, and similar activities.

Definitions:

Publications - Free newspapers, magazines, periodicals, newsletters, and like matter.

Leafletting - Distributing flyers, handbills,

Petitions, surveys, signature drives – Soliciting information, feedback and/or signatures from others.

Speech/Performance – oral communication; use of sounds and gestures to express one's thoughts and emotions. For the purposes of this document, it is sharing one's opinions and emotions broadly.

Policy on distribution of free publications:

- To ensure safe and orderly distribution, general distribution of free publications is allowed only in racks provided on the 1st floor of Memorial Union and Union South. Distribution is not permitted in meeting rooms, lounges or in food service areas or on the Terrace.
- Groups that have reserved meeting spaces in the Unions may authorize distribution of printed matter within their meeting space.
- Dated, free publications may be dropped off in quantities reasonable for distribution from that date until the succeeding issue with a 30-day maximum. Upon delivery of the new issue, all remaining copies of the old/previous issue are to be removed by the supplier.

- Undated, free publications may be dropped off in quantities suitable for 7-day distribution. Any excess material remaining after 7 days will be recycled.
- Groups or individuals engaged in Free Expression (leafletting, surveying, petitioning, etc.) must be UW-Madison students, staff or faculty and are responsible for the content of the expression.
- All materials and speech covered under this procedure must be non-commercial.

Location of Approved Free Expression Areas (Leaflets, Surveys, Petitions, Speech)

Memorial Union

Front Exterior of Memorial Union: Outdoor area on Langdon Street side of the building from the base of the stairs to the city sidewalk. Can't prohibit access to the building and must maintain 10 ft. from the base of the stairs. **EXCLUDES:** the Terrace, Alumni Park, and the steps/accessibility ramp leading to Alumni Park entrance, Lakeshore Path from Lake Street to Limnology building.

East Wing Lobby: (this area is designated for use in inclement weather only and only for leafletting, petitioning or surveying purposes).

East side of lobby area (between Peets Coffee & Tea and the Badger Market). Must maintain 10 ft. from the door and can't impede traffic in/out of building. No more than 5 people can be in the lobby at one time. **EXCLUDES:** the east wing entrance vestibule, any area of ingress/egress.

West Wing Lobby: (this area is designated for use in inclement weather only and only for leafletting, petitioning or surveying purposes).

Lobby area bound by the CAVR (information) desk on the west, the staircase leading down to 1R on the east, and the Box Office on the north. Must maintain 10 ft. from the door and can't impede traffic in/out of the building. No more than 5 people can be in the lobby at one time. **EXCLUDES:** West Wing entrance vestibule.

Shannon Hall Lobby: (this area is designated for use in inclement weather only and only for leafletting, petitioning or surveying purposes).

Lobby area bound by the Shannon Sunset Lounge on the north, Shannon Hall on the south and the staircase leading to the 2nd floor on the southeast. Must maintain 10 ft. from outside doors and 30 ft. from the doors into Shannon Hall. Can't impede access into/out of Shannon Hall. **EXCLUDES**: Sunset Lounge, inside Shannon Hall, the hallway leading to the Box Office, and the staircase leading to the 2nd floor.

Union South

Exterior of Union South: Outdoor area of Union South on Randall Avenue bound by the city sidewalk on the north and west.

Randall Avenue Entrance: (this area is designated for use in inclement weather only and only for leafletting, petitioning or surveying purposes).

Entrance and hallway of Union South off of Randall Ave. extending to the bottom of the Roost stairs/north side of Badger Market. Must maintain 10 ft. from the doors and can't impede traffic in/out of the building. No more than 5 people at one time. **EXCLUDES**: any other area/entrance of the building (Sun Garden, Plaza, West Johnson Street entrance).

Pyle & Fluno Centers – there are no approved Free Expression Areas in these buildings.

Areas not explicitly designated in this procedure are not approved for leafletting, surveying, petitioning, or speech activities.

Groups or individuals engaging in disruptive activities or failing to adhere to University and Union policies, as well as applicable local, state, and federal laws, will be subject to immediate removal from the premises and other appropriate actions by university officials and police.

For interpretations, resolution of problems and special situations contact:

Assistant Director Facilities Management, Paul Broadhead
paul.broadhead@wisc.edu , (608)263-4588.

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WISCONSIN UNION POLICY FM1-11

Rules for the Use of Wisconsin Union Facilities including the Memorial Union, Union South, the Pyle Center and Fluno Center

Rationale/Purpose:

The Wisconsin Union is an integral part of the educational experience provided by the University, complementing the classroom experience with out-of-classroom learning opportunities. To provide a safe, respectful environment for its members, their guests and the University community, the following expectations have been established.

Definitions:

Wisconsin Union - specifically Memorial Union and Union South, is a membership organization. Its buildings, facilities, and programs are open to members of the UW-Madison community (faculty, staff, students), invited university guests and Union members. Memorial Union and Union South, including the Memorial Union Terrace and Union South Plaza, are not open to the public except for those events specifically identified as such per UWS 18.06(20).

Pyle and Fluno Centers – are part of the Wisconsin Union but do not have a Membership requirement for use. These conference centers serve the continuing education and professional development needs of the community. The centers do not receive Segregated Student Fee Support and are responsible for generating their own revenue through continuing education programming.

Rules for Patrons:

- Abide by the University of Wisconsin – Madison Conduct on University Lands, Chapter UWS 18 (www.wisc.edu/legal/legalservices/uws018.pdf) as well as obey all laws of the local, state and federal government.
- Comply with Union and UW policies & procedures.
- Present identification to staff when requested (e.g. State Issued ID, UW ID, etc.) including eligibility to use Union facilities when requested (e.g. Membership card, Theater ticket, conference badge, Union Day Pass).
- Use email or Internet resources within Guidelines for Appropriate Use Information Technology Resources, University of Wisconsin System.
- Adhere to good health and safety practices and comply with all environmental health and safety laws and regulations.

- Limit use to authorized areas only.
- Respond to emergency alarms and other situations (including vacating the buildings and outdoor spaces) as instructed by Union staff or as posted.
- Be respectful of staff.

Prohibited Conduct:

- Violent, threatening, abusive or otherwise disorderly conduct or intimidating or harassing behavior which tends to provoke a disturbance or incite violence. Threats include statements, actions, and behaviors that could reasonably be foreseen as having a purpose to inflict physical harm, even if the person making the threat doesn't have the ability to carry out the threat. Disorderly conduct does not require that a disruption occur.
- Obstructing or impairing Union or university activities or interfering with or impeding the ability of another patron to participate in such activities.
- Conduct that creates a public health nuisance or constitutes a health risk to oneself or others.
- Refusing to comply with requests of building staff members.
- Posting materials, petitioning, vending, peddling, chalking or soliciting in unauthorized areas.
- Misusing, misappropriating, damaging, stealing, or tampering with building equipment, furniture, facilities, grounds, or resources, including reserving tables or furniture by any means.
- Using restroom facilities for purposes other than which they are intended.
- Allowing others to use their identification.
- Fishing on the Lakeshore Path in front of the Terrace or from the piers in front of the Memorial Union and Alumni Park, including the Outdoor UW, Hooper, swimming, and Goodspeed Family piers.
- Removing items from building trash receptacles or eating/drinking food left on tables or food from events in which they were not invited or eligible to participate.
- Leaving items such as backpacks or bags unattended
- Unauthorized public events, performances, speeches, or demonstrations.

Prohibited Items:

- Weapons including but not limited to sticks, guns, knives and nooses.
- Use of tobacco and cannabis products including hookahs, e-cigarettes, vaporizers, cartridges, or other electronic smoking devices.
- Animals including Therapy and Emotional Support Animals. Exception: Service Animals.
- Balloons, flags or signs that are not approved as part of a room reservation.
- Bicycles/unicycles (except in racks), roller blades, skateboards, electric scooters, Segways, or hoverboards.
- Thrown objects such as ball or discs.
- Carry-in food and alcohol (personal meal is allowed) and coolers of any size.
- Amplified music or impromptu performances including speeches outside of designated or reserved spaces.
- Commercial photography (pre-approval is required).
- Use of drones including takeoff/landing (campus approval required).
- Other items that may contribute to an unsafe or hazardous environment.

Any patron who does not comply with expected standards of conduct or engages in or attempts to engage in prohibited conduct may be subject to sanctions including loss of membership status, removal from the premises, disciplinary action under applicable university student and employee disciplinary processes, and/or referral to UW-Madison Police Department.

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