



Ms. Kaitlyn Bennett



Via Certified Mail, USPS, and Email

August 29, 2018

Dear Ms. Bennett,

I am writing to you as the legal representative for and on behalf of Kent State University ("University"). It has come to the University's attention that you intend to host an event at the University on September 29, 2018 (see attached Facebook post).

I have attached for your convenience University Policy 4-03.1 Regarding Demonstrations, Marches, and Speakers, as well as its accompanying operational policy 4-03.101. The event you appear to be planning to host is described as a "rally". The policies noted and attached apply to events of that nature, as described in Policy 4-03.1(B):

"'Demonstration' - A person or assembly of persons engaged in a rally, march, sit-in, fast or other public manifestation of welcome, approval, protest, or disapproval but does not include social, or athletic exhibitions or events."

Accordingly, all persons must register such events with the University Scheduling Office and receive approval before holding the event. Policy 4-03.1 (D)(1) states:

"In order to secure assistance in planning and obtaining university facilities and in order to protect the rights of all members of the university community, participants and non-participants, student groups and university departments must register demonstrations, marches and non-university affiliated speakers with the scheduling office except as noted in paragraph (C)(2) of this rule."

Further, as you and your intended speakers are neither enrolled as students nor employed by the University, and you wish to address individuals on the campus grounds, under Policy 4-03.1 you are considered to be non-university affiliated speakers. For non-university speakers, the following applies:

Office of General Counsel

P.O. Box 5190 • Kent, Ohio 44242-0001

330-672-2982 • Fax: 330-672-7821

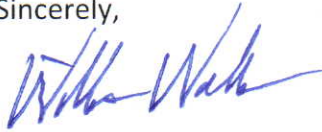
Kent State University, an Equal Opportunity Employer

"All demonstrations, marches and non-university affiliated speakers (except those identified in paragraph (D)(2) of this rule) must be sponsored by a registered student organization or university department." 4-03.1 (C)(1)

To date, the University has not received a request from you, any organization you represent, or any of your intended speakers regarding the event you have publicized. If you intend to hold such a rally, you are required to register and obtain approval under the policies noted above. Please cease and desist from any further advertisement of this event, until you have complied with required policies and obtained University approval to hold the event.

We routinely work with individuals planning activities on campus to ensure the safety and continuous operation of the campus and the community. I would encourage you to reach out to my office with any questions about our policies, or to discuss this matter further.

Sincerely,



Willis Walker
Vice President General Counsel

cc: Dr. Lamar Hylton, Dean of Students, Kent State University
Dean Tondiglia, Director of Public Safety and Chief of Police, Kent State University