Operating Policy and Procedure

OP 30.13: Visiting Speakers

DATE: October 10, 2017

PURPOSE: The purpose of this Operating Policy/Procedure (OP) is to ensure that all employees associated with Texas Tech University comply with a single philosophy and procedure in the consideration and use of visiting speakers.

REVIEW: This OP will be reviewed in April of odd-numbered years by the Senior Vice Provost with substantive revisions presented to the Provost and Senior Vice President.

POLICY/PROCEDURE

Section 08.08, Regents’ Rules, requires each component institution of the TTU System to develop “policies necessary for the administration of free speech activities, including placing reasonable restrictions upon the time, place, and manner of on-campus speech.”

The authorization for all on-campus speakers will be under the direction and responsibility of the President of the university. The following policy statement is in accordance with Section 08.08, Regents’ Rules, regarding on-campus speakers.

1. This policy applies to all persons who wish to speak within the physical confines of Texas Tech University unless such person is a regular employee or student of the TTU system. Members of the Board of Regents are also exempt from the application of this policy.

2. No individual or group shall be denied the right to speak within the physical confines of Texas Tech University solely because the views sought to be advocated differ from those of the Board of Regents, its members, the Chancellor, the university President, or another officer or employee of the university.

3. Access to speak within the physical confines of Texas Tech University shall be denied to those who are likely to advocate:

   a. Lawlessness or disregard for the laws of the United States or the state of Texas;

   b. A change to the laws of the United States or the state of Texas by other than constitutionally or statutorily prescribed processes; or

   c. The violent overthrow of the government of the United States or the state of Texas.

   In determining the likely conduct or speech of the proposed speaker, consideration shall be given to past performance of the proposed speaker.
Information about requesting space to host a speaker event may be obtained on the [Events FAQ page](#). Arrangements for the payment of professional fees and expenses for speakers must be made through administrative channels in advance. Payment usually is made through a *Check Issuance Request* for professional services. These forms are available from Accounts Payable. If expenses involve petty cash, receipts are essential.