(INTERIM)
FACILITY ACCESS AND USE POLICY FOR GUESTS

Authority: Wis. Stat. § 36.35(2) (Authority to Restrict Campus Presence of Persons)
           Wis. Admin. Code Chapter UWS 18 (Conduct on University Lands)
           Wis. Admin. Code Chapter UWS 21 (Use of University Facilities)

Initiator: Vice Chancellor of Finance & Administrative Affairs

Responsible Party: Vice Chancellor of Finance & Administrative Affairs

I. Purpose. University of Wisconsin-Milwaukee’s (UWM’s) facilities are to be used
   primarily to fulfill UWM’s mission of teaching, research, and public service.
   Secondarily, these facilities may be used by guests, as authorized and allowed by
   UWM. However, all users, including guests, must comport themselves in a manner that
   ensures the safety and security of everyone who uses UWM’s facilities. The purpose of
   this policy is to outline the behavioral expectations for guests in UWM’s facilities and
   to formalize the process to limit and/or prohibit their access to UWM facilities if
   necessary.

II. Definitions.

   A. Building Chairperson. The UWM employee designated to oversee certain aspects of
      the management of a UWM building as set forth in UWM's Building Chairperson
      Policy (SAAP 6-2).

   B. Guest. Any individual who is not currently a UWM student or a UWM employee
      but is present in a UWM Facility, including a sporadic visitor, a patron of a public
      event or UWM-sponsored program, a community member, or an invitee.

   C. Facility: Any building owned by, leased by, or otherwise subject to the control of
      UWM.

III. Guest Conduct Rules. By entering a UWM Facility, Guests agree to abide by and be
    bound by this policy.

   A. Behavioral Expectations. Guests must:

      • Obey all federal, state, and local laws, including Wisconsin Administrative
        Code Chapter UWS 18, which governs conduct on university lands. Wisconsin
        Administrative Code Chapter UWS 18 includes rules such as:
• UWS 18.07 Use of Campus Facilities, which, among other things prohibits climbing on buildings, entering unauthorized areas, camping, blocking or restricting entrances, or erecting unauthorized structures.
• UWS 18.08 Personal Conduct Prohibitions, which, among other things, addresses the appropriate storage of bicycles, following posted signage, and the misuse of university ID cards, university keys, and parking spaces.
• UWS 18.09 Alcohol and Drug Prohibitions, which prohibits the use or possession of alcohol beverages on university premises (with certain limited exceptions), the use or possession of marijuana on university lands, or the use or possession of drug paraphernalia.
• UWS 18.10 Offenses against Public Safety, which, among other things, prohibits assaultive behavior, possession of fireworks, or resisting or obstructing police officers.
• UWS 18.11 Offenses Against Public Peace and Order, which, among other things, addresses misuse of computers or telephones, use of sound amplifying equipment on university land, and selling goods or services on university land.
• UWS 18.12 Property Offenses, which, among other things, addresses vandalism and theft.
  • Comply with applicable UWM policies, including policies relating to firearms and dangerous weapons, use and possession of alcohol, smoke and tobacco-free campus, and discriminatory conduct.
  • Comply with all posted signs.
  • Comply with all Facility rules including:
    • Appropriate manner and location for consuming food and beverages, and disposal of waste;
    • Presenting valid identification as required by the Facility; or
    • Leaving the Facility when the building closes to the public except as authorized in a Facilities Use Agreement with UWM or with prior written consent of a Building Chair or a Space Assignment Authority.
  • Comply with reasonable requests of UWM employees, including requests to leave the Facility.
  • Use the Facility, and any UWM property in the Facility such as furniture or computers, for the purposes for which it was intended, designed, and is suited.
  • Treat all UWM employees, students, and other Facility users with respect.

B. Behavioral Prohibitions. In addition to the conduct rules above, Guests may not, among other behavior, engage in the following conduct:

  • Exhibit any threatening or intimidating behaviors, e.g., abusive language, threats of violence, unwarranted physical contact, or intimidating gestures.
  • Engage in behavior that is unsafe or harmful to their self or others.
  • Obstruct or impair UWM activities in the Facility.
  • Disrupt, interfere with, or impede the ability of other Facility users to participate in UWM activities or use the Facility.
• Leave any personal property unattended. Unattended property will be considered abandoned property and may be disposed of at UWM’s sole discretion.
• Use Facility areas for prolonged sleeping (not including incidental napping) or as living quarters.

IV. [Intentionally Blank]

V. Options for Addressing Guest Conduct / Enforcement.

If a Guest does not comply with this policy, or engages in or attempts to engage in prohibited conduct, the following options exist to address the conduct:

A. Any individual may report the Guest’s conduct to the Building Chair, designee of the Building Chair, security personnel for the UWM Facility, or any other UWM employee with authority for responding to conduct issues in the UWM Facility or in a portion of the UWM Facility. Any of those individuals to whom a report may be made may require the Guest engaging in the prohibited conduct to show valid identification and/or ask the Guest to promptly leave the UWM Facility or a portion of the UWM Facility.

B. Any individual may report prohibited conduct by a Guest to the UWM Police. It is noted that none of the enforcement options listed in this section are intended to supplant law enforcement’s authority to subject individuals to arrest and criminal prosecution under provisions of applicable local or State law.

C. A Guest may be banned for a specified time period (e.g., temporarily) or permanently from a UWM Facility or a UWM campus.

  a. An individual building ban may be issued in writing by either a Building Chair or a Space Assignment Authority as identified in UWM SAAP 6-5 (Use of Facilities Policy). A template building ban letter may be requested from the Office of Legal Affairs.
  
  b. A campus ban may be issued in writing by the Chancellor or Vice Chancellor for Finance & Administrative Affairs as the Chancellor’s designee. Individuals who are banned from a campus are identified on a UWM Police Department website, along with general information for the campus community about safety and how to address concerning behavior in UWM facilities.
  
  c. Any ban issued, whether building specific or campus wide, must be shared with the UWM Police Department.