



Campus Speakers Invited by Students

Policy Source: Administration

Type: Policy

Handbook: Student Handbook and Institutional Policies

Purpose and Scope

The purpose of this policy is to set forth expectations of those who intend to sponsor and/or coordinate guest speakers outside of the classroom and to outline the expected conduct of guest speakers while at KCAI. The policy applies to KCAI students.

Policy Details

Freedom of speech and expression are at the core of academia. The open exchange of ideas intrinsically involves the free expression of viewpoints of others. KCAI welcomes dissenting ideas within all public forums of learning. However, the expression of dissenting ideas must not prevent or interfere with the right of others to consume the ideas of the guest speaker or those offering dissenting views. KCAI therefore reserves the right to determine the time and place of those espousing dissenting ideas, as necessary, to facilitate an open/safe exchange.

For the purpose of this policy, guest speakers may only be invited by registered student organizations to give a speech, lecture, musical or artistic performance, or other live presentation on KCAI campus property.

Guest speakers are expected to act in accordance with the law and refrain from breaching the lawful rights of others. During the course of the event in which he/she/they participate, no guest speaker, nor KCAI employee or student shall:

- Act in violation of the law.
- Violate KCAI policies or procedures.
- Incite hatred or violence.
- Discriminate against or harass any person or group on the grounds of their sex, gender identity, race, color, nationality/state of origin, ethnicity, physical/mental disability, religion/belief, sexual orientation, marital status, parental status, genetic information, citizenship status, veteran status, socioeconomic status, age, or any other characteristic protected by federal, state or local law.
- Raise or gather funds for an external organization or cause without express written permission from the Office of the Executive Vice President for Academic Affairs or the Vice President and Dean of Students.

KCAI may cancel the appearance of a guest speaker and/or ask a guest speaker and/or participant to leave campus in the event any of the following apply:

- Public safety risks that threaten the safety of students, faculty, staff, and members of the community.
- Concern that the sponsorship of the speaker will result in unlawful activity.
- Significant risk of disruption to the operation of college activities.
- Risk of damage to KCAI property.



- Risk that the costs associated with making the event safe (e.g., facilities management, security) are likely to result in financial loss for the college.

Procedure for Approval

KCAI requires a [Guest Speaker Intent Form](#) to be submitted at least 45 days prior to the intended event.

- Registered student organizations requesting a guest speaker will submit the [Guest Speaker Intent Form](#) to the Vice President and Dean of Students at studentaffairs@kcai.edu.

Once reviewed by the appropriate Vice President, the student organization and/or faculty/staff member will be notified of the decision. If approved, the forms will be routed to all appropriate departments.

Related Policies/Forms/Templates

Assembly and Demonstration

Freedom of Expression

Guest Speaker Intent Form

Review History

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1.0	August 22 2024	Joe Timon, Gina Golba, Ronald Knight-Beck, Jane Preuss, Nancy Eastman	First released version

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