

William Paterson University Policy

Campus Activities, Service and Leadership

SUBJECT:	Student Organization Chalking Policy	TITLE:	Student Organization Chalking Policy		
CATEGORY: Check One	Board of Trustees <input type="checkbox"/>	University <input type="checkbox"/>	Functional <input type="checkbox"/>	School/Unit <input checked="" type="checkbox"/> X	
Responsible Executive:	Director, Campus Activities, Service and Leadership		Responsible Office:	Campus Activities, Service and Leadership	
CODING:	01-40-20-00-00	ADOPTED:	2003	AMENDED:	1-22-2025

LAST REVIEWED: 1-22-2025

I. PURPOSE

The purpose of the Students Organizarion Chalking Policy is to provide policies and procedures regarding chalking on campus to promote student organization activities and events.

II. ACCOUNTABILITY

The Office of Campus Activities, Service and Leadership administers this policy.

III. APPLICABILITY

This policy applies to all WP student organizations recognized by the Student Government Association and / or Campus Activities, Service and Leadership.

IV. DEFINITION(S)

Chalking – to write or draw with chalk.

V. REFERENCE(S)

Any chalking must follow university guidelines that relate to content, as defined in the University Posting Policy.

VI. POLICY

Any recognized student organization requesting to use chalk to promote an approved event or activity must complete a Chalking Request Form at least 48 hours before the chalking begins, and receive permission from the Office of Campus Activities, Service and Leadership.

A. **Requirements:** In addition, the following provisions must be adhered to:

1. Only water-soluble sidewalk chalk may be used (typically labeled as “sidewalk chalk”. Other types of chalk (i.e. blackboard chalk, spray-on chalk, window chalk, charcoal, or any other type of marking material) are not permitted.
2. All chalking must only be on uncovered walkways. Areas such as walls, buildings, roadways and brick surfaces may not be used. Walkways that are covered by trees, awnings, etc. are not to be used.
3. Chalking is not permitted on landings immediately outside building entrances and areas within 10 feet of building entrances
4. Any chalk still visible within one week after the event must be removed by the student organization
5. Informational chalking (i.e. non time-specific items or for events that are more than two weeks away) must be removed two weeks after initial chalking.
6. Student Organizations are to be respectful of other organizations right to use chalk. This includes not being excessive in use of space, and defacing or degrading another organization’s chalking.

B. **Responsibilities:** The Office of Campus Activities, Service & Leadership reserves the right to update and revise this policy when necessary.

C. **Enforcement:** All violations of this policy will be addressed by Campus Activities, Service and Leadership or, in some instances may be referred to the Office of Conduct for disciplinary sanctions.