

Minnesota State University, Mankato
University Policy

Policy Name: <u>Outdoor Music Events</u> <u>Campus Amplified Sound</u>	Effective Date of Last Review: <u>August 1, 2026</u> <u>July 1, 2019</u>
Custodian of Policy: Vice President for Finance and Administration	Date of Last Review: September <u>2025</u> <u>2018</u>
Date of Adoption: July 2000	Date of Next Review: September <u>2025</u> <u>2032</u>

Commented [VJ1]: Name of policy and name of file do not align - which is it?

POLICY

Amplified sound will be allowed on campus when classes are in session only between the hours of

11:00 a.m.–1:00 p.m. to alleviate reduce the disruption of classes and university business in nearby buildings. All amplified sounds should follow University Quiet hours of 10:00 pm to 7:30 am.

Commented [VJ2]: Ask author about discrepancy on hours: 11-1 vs. quiet hours.

Requests for all outdoor events that require the use of amplified sound anywhere on campus require a Special Event Checklist form to be submitted to University Scheduling and Conference Services at least two weeks prior to an event.

For any outdoor event that requires the use of amplified sound, whether provided by Minnesota State or by the event organizer, the noise level must not be disruptive to potential events and/or classes scheduled in surrounding buildings. If a group would like to hold an outdoor concert or event where the noise level may inhibit normal conversation, they must meet with University Events & Meeting Services well in advance at least three weeks prior to the event to gain permission and to coordinate set-up plans.

Commented [VJ3]: Does this apply only to outdoor events or does it include Residential Life indoor events that may include amplified sound?

Failure to adhere to this policy may result in ending or cancellation of the event in question.

Campus Amplified Sound Policy Review Process

- Policy Consultation Committee Review [add date]
- Informal Review [add date]
- Formal Review [add date]

Vice President's Recommendation

Signature and Date

President's Approval

Signature and Date

PROCEDURE

For all outdoor events that require the use of amplified sound anywhere on campus, requestors must verify a confirmed reservation in the Minnesota State University Mankato Event Management System (EMS). Approximately three weeks prior to the event, all amplified sound request organizers should submit a Special Events Checklist in order to outline the size, duration, and location of the event. Should University Scheduling and Conference Services determine more information is needed to process the request, a planning session will be scheduled for all parties involved. including but not limited to University Scheduling and Conference Services, with the help of University Security, University Risk Management, and/or the Mankato Department of Public Safety.

Commented [VJ4]: Ask drafter to clean up the timeline and sequencing. Perhaps structure as a sequenced list.

Are certain areas permitted or excluded from the use of amplified sound during the 11:00 am - 1:00 pm window?

Definition

Amplified Sound: Any sound whose volume is increased, enhanced, or projected by electric, electronic, mechanical, or motor-powered means. This includes, but is not limited to, loudspeakers, public address (PA) systems, bullhorns, amplifiers, musical instrument amplifiers, and DJ equipment.

RATIONALE

Because sound travels unpredictably across outdoor spaces and can interfere with teaching, studying, meetings, and administrative business, the Campus Amplified Sound policy ensures that events using amplified sound are planned deliberately to minimize disruption while permitting outdoor events that contribute to a vibrant campus life. Advance planning allows University offices and other stakeholders to assess potential impacts, coordinate logistics, and ensure appropriate safety and support measures.

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Policy:		
Formal Review Process	Date Submitted	Date Reviewed
✓ Vice President's Recommendation	Date	
✓ President's Approval	Date	

Campus Amplified Sound Procedure Review Process

- Policy Consultation Committee Review [add date]
- Informal Review [add date]
- Formal Review [add date]

Vice President's Recommendation

Signature and Date

President's Approval

Signature and Date