

Responsible Official (Title):	Vice President for Administration and CFO
Responsible Office:	Office of the Vice President for Administration and CFO
Responsible Division:	Administration and Finance

Policy on the Use of Buildings and Grounds

1. Policy Statement

1.1. This policy concerns the use of university property and addresses rights, privileges and responsibilities, and applies to all users, including students, recognized student organizations, individuals or groups sponsored by academic or administrative departments, faculty, staff, Athletics, University Auxiliaries and their employees, and all off campus individuals, groups and members of the public, including commercial vendors or solicitors.

2. Authority

2.1. This directive is issued pursuant to Sections of Title 5, Division V, Chapter 1, Subchapter 5 of the California Education Code and amendments and additions to Article 9, related to the use of State University buildings and grounds. The President of California State University, Fresno on October 6, 2003 approved this Directive. The University President has designated the Vice President for Administration and Finance to approve any exceptions or deviations to this policy.

2.2. Every person who violates or attempts to violate any express prohibitions regarding buildings and grounds contained in this Directive is guilty of a misdemeanor pursuant to Education Code Section 89031. In addition, a violation of these rules may constitute a crime under the Penal Code and may subject the violator, if a student, to student disciplinary action pursuant to Title 5, California Code of Regulations Sections 41301-41304, or if an employee, to employee disciplinary action pursuant to Education Code Sections 89535 and 89536.

2.3. Incident Reports: Any person who witnesses or is a victim of an incident (whether or not a crime) on or involving campus property, or that takes place at a campus function believed by the observer or victim to violate any law or campus rule, including this Directive, is urged to report promptly the incident to the University Police Department or the nearest law enforcement agency having jurisdiction.

2.4. Any activity on campus or at a campus function that disrupts, by preventing the effective carrying out of, the operation or activities of the university, its auxiliary organizations, its alumni organizations, or its recognized student organization (as defined in California Code of Regulations Section 41402) is prohibited. Violation of this prohibition is a misdemeanor pursuant to Education Code Section 89031 and may constitute a crime under sections of the Penal Code.

3. Scope/Applicability

3.1. This policy applies to all users of university buildings and properties.

4. Exclusions

N/A

5. Supersedes

D-08.1 September 29, 2025

- 6. Definitions** [Words that might be confusing, have different possible meanings, or are being used in a specific way.]
- 6.1. Motor Vehicle:** A “motor vehicle” is any vehicle that is not self-propelled such as an automobile, truck, bus, or motorcycle that can legally operate upon a roadway.
- 6.2. Motorized Vehicle:** A “motorized vehicle” is any non-human propelled vehicle, not a motor vehicle, which is powered by electrical power or fossil fuels. This includes vehicles commonly referred to as motorized scooters, electric bicycles, mopeds, motorized skateboards and Segway styled devices.
- 6.3. Non-Motorized Vehicle:** A “non-motorized vehicle” is any device upon which a person may ride and is propelled solely by human power. These devices are otherwise commonly known as bicycles, unicycles, skateboards, roller/inline skates, scooters and other similar devices. Hybrid non-motorized vehicles that offer power assist (electric or gas) are permitted only when solely propelled by human power on university grounds.
- 6.4. Tailgating:** is defined as a social gathering of any number of people where alcoholic beverages may or may not be served and consumed in conjunction with, and on the same day of, an athletic event on campus.
- 6.5. University:** Any property or programs associated with any organizational unit of California State university, Fresno at the main campus and any off-campus sites. This includes property and programs administered by auxiliaries.

7. Policy Procedures

7.1. Tailgating

7.1.1. Limitations:

Tailgating is only allowed in conjunction with, and on the day of an outdoor intercollegiate athletic event where alcohol is sold.

7.1.2. Tailgating Locations:

Tailgating is limited to the Department of Athletics controlled and supervised parking lots and grassy areas. For a copy of the current map, contact Public Safety at 278-8400.

7.1.3. Consumption of Alcohol at Tailgates

Alcohol being served or sold must abide by the Alcohol Policy G-04.

7.1.4. Tailgating Times

7.1.4.1. Tailgating may not begin prior to the opening of controlled and supervised parking lots before the start of the game.

7.1.4.2. Tailgating and picnicking spaces must be cleared within 2 hours after the game ends.

7.1.5. Consequences

7.1.5.1. Violations of this policy can lead to warnings, removal from campus and/or event, citations, and forfeiture of tailgate space.

7.1.5.2. Violations may also lead to arrest and prosecution under State and Federal laws.

7.2 Filming on Campus

7.2.1. Commercial photography, videotaping, digital imaging or filming is permitted on the campus or university owned or managed property as long as such activity does not interfere with the educational and research mission and normal operations of the university. Further, the use of the photography or filming must be consistent with the interests of the university.

7.2.2. University Marketing and Communications must approve all commercial photography, filmmaking, digital imaging, or videotaping campus. The Associate Vice President of University Marketing and Communications is the administrator for considering requests for such uses of the campus.

7.2.3. Written permits are not required for regular television news coverage or filming or photography related to the academic work of students as part of their academic program.

7.2.3.1. Written permission is required for non-news coverage or non-instructional videotaping or photography of students, faculty or staff who are included and identifiable in any photograph in non-public areas. Model releases should be provided to and signed by the individuals who are being filmed for this type of photography. Model release forms are available from University Marketing and Communications and from the campus photographer.

7.2.4. All requests for news coverage should be referred to University Marketing and Communications. In most cases, a representative of University Marketing and Communications will accompany television news crews. Final decisions on news coverage requests should be referred to the Associate Vice President of University Marketing and Communications for resolution.

7.2.5. Anyone wishing to film on campus for commercial purposes must submit detailed information about the proposed project in writing, including locations; days and hours of shooting; number of people involved in each day's shooting; type of activity to be filmed; list of equipment and vehicles used in connection with the filming; and number, and size and composition of structures involved. This information and a script must be submitted to the Associate Vice President of University Marketing and Communications for review at least 30 days before the filming. This requirement can be waived for smaller productions, or for still photographers, at the discretion of the university.

7.2.6. Filming requests should be referred to University Marketing and Communications. The Associate Vice President of University Marketing and Communications will evaluate the request and consider potential logistics issues in coordination with appropriate

university offices. Whenever possible, productions should be scheduled on weekends and during vacation periods. First consideration will be given to those productions which best complement Fresno State's role as Central California's premiere public university. The university encourages the use of students as extras and production assistants for film productions. The university also encourages representatives of production companies to make themselves available for discussion of their work with professors and students.

- 7.2.7. No identification of Fresno State as the site of commercial filming will be permitted, whether for television commercials or movies, theatrical films, or still photography except upon request made in a timely manner to the Associate Vice President of University Marketing and Communications. The Associate Vice President of Marketing and University Communications may approve such a request when the proposed identification is determined to be in the University's interests. Such requests for Fresno State identification should clearly specify how the identification would be made and in what subject matter context.
- 7.2.8. No trademarked logos or icons, widely recognizable landmarks or sensitive locations of the University shall be filmed, photographed, or otherwise reproduced including, but not limited to, university landmark signs, Memorial Fountain, Bulldog Stadium, The Save Mart Center, University Student Union, the Downing Planetarium, the President's residence, Pete Beiden Field, Bulldog Diamond, Smittcamp Alumni House, Resnick Student Union. Portions of these landmarks may be utilized at the discretion of the Associate Vice President of University Marketing and Communications.
- 7.2.9. All commercial filming will be charged a California State University, Fresno State Film Permit Fee and a Location Management Fee that relates to the length of time of the project and amount of necessary university supervision. Fees are determined on a case-by-case basis.
- 7.2.10. The Vice President for Administration and Finance will review all contracts to ensure that appropriate fees are established, and that a proper payment schedule has been established that includes deposits and fees.
- 7.2.11. Additional fees for university services requested or required, such as police, grounds restoration, traffic control, parking, and any other university services rendered shall also be charged to the user.
- 7.2.12. A commercial general liability insurance certificate must be filed with the university at least 10 days prior to the first set-up day. In addition, the company wishing to film and its subcontractors must furnish proof of Workers Compensation insurance, if applicable.
- 7.2.13. The university reserves the right to require production companies to make a damage deposit prior to the arrival of any production vehicles on campus. The damage deposit will be refunded in full when the shooting locations are inspected by university officials and found to be in satisfactory condition.

7.3. Exclusive Rights of University Dining Services

- 7.3.1. California State University, Fresno Association, Inc. University Dining Services has exclusive rights to cater food and serve/sell alcohol beverages on campus.

- 7.3.2. University Dining Services must be consulted whenever an event will be catered and/or alcoholic beverages are served.
- 7.3.3. University Dining Services has authority to recommend denial of requests to use outside caterers.
- 7.3.4. The Vice President for Administration and CFO reserves the right to grant exceptions, but as a matter of common practice, University Dining Services will continue to be consulted and provided a first right of refusal.

7.4. Animals on Campus

- 7.4.1. Dogs, cats, and other domesticated animals must be under control while on campus grounds, and restrained by a leash or chain that does not exceed 6 feet in length and that is in the hands of a responsible person. Violation of this prohibition is a misdemeanor pursuant to Education Code Section 89031. Exceptions are made for service animals as defined by California Civil Code Sections 54.1 and 54.2.
- 7.4.2. No animals of any kind (except service dogs as defined by California Civil Code Sections 54.1 and 54.2) may be present at any event where attendees number 1,000 persons or more, unless animals are functionally part of the event (e.g., livestock shows, equestrian competitions, cat and dog shows, etc.). If animals are functionally part of the event, only animals so designated will be permitted. Organizers of events with over 1,000 persons in attendance are required to post the area of the event as "No pets or other animals permitted."
- 7.4.3. Fecal matter deposited by any dog, cat, or other animal brought to campus must be removed immediately by the animal's owner. Violation of the prohibition is a misdemeanor pursuant to Education Code Section 89031 and Penal Code Section 374.4. This requirement does not apply to service animals as defined by California Civil Code Sections 54.1 and 54.2.
- 7.4.4. Dogs, cats, and other animals may not enter campus buildings, including all residence and non-residence buildings. This paragraph does not apply to guide dogs, or service dogs, as defined by California Civil Code Sections 54.1 and 54.2, accompanying a disabled person or an authorized guide dog, signal dog, or service dog trainer. This paragraph does not apply to police service dogs as defined Penal Code section 600, or "emotional support" animals approved through Services for Students with Disabilities, Housing or designated office. Violation of this prohibition is a misdemeanor pursuant to Education Code Section 89031.
- 7.4.5. Domestic animals and pets found tethered, unattended, or abandoned will be humanely impounded in accordance with all applicable laws and regulations.
- 7.4.6. Domestic animals and pets may be permitted to be confined in vehicles parked on campus for a reasonable period of time, as long as the animal is not endangered and does not endanger others or create a public nuisance, e.g., excessive barking. In the event of endangerment to the animal or others, or public nuisance, the animal's owner will be cited. Violation of this prohibition is a misdemeanor pursuant to Education Code Section 89031.

- 7.4.7. In special circumstances, animals may be brought on campus for a singular event involving the display or demonstration of specialized skills or natural behaviors. This event must be scheduled as referenced in Policy on Time, Place, and Manner of Free Expression (D-19) and CSU Interim Systemwide Time, Place and Manner (TPM) Policy.

7.5 Vehicle Regulations

- 7.5.1. Motor Vehicles shall not be operated or parked on university grounds except when deemed necessary for official university business and with the expressed permission of the University President or their designee. Driving violations are enforceable under 21113(a) of the California Vehicle Code (CVC). Parking and parking violations are enforceable under section 21113(a) of the CVC.
- 7.5.2 Nothing in this policy shall prohibit the operation of motorized or non-motorized vehicles for ADA mobility purposes.
- 7.5.3 Effective August 19, 2026 all motorized vehicles as defined in section 6.2 will be prohibited on all campus grounds.
- 7.5.4. Motorized-and non-motorized vehicles, are permitted on campus and may be used for transportation within university grounds, provided that pedestrians are given the right of way and operators travel at a reasonable, safe, and prudent speed. These devices are prohibited on ramps, curbs, benches, inside buildings, building breezeways, stairs, hallways, corridors and in areas designated as “Wheels Off”. The use of motorized vehicles is permitted only until 11:59 p.m. on August 18, 2026.
- 7.5.5. California Vehicle 21235 mandates that operators of motorized scooters:
- Must ride with a properly fitted bicycle helmet.
 - Must ride on the road and remain off the sidewalks or improved pedestrian surfaces.
 - May not park on a sidewalk in a position that blocks pedestrian paths.
 - Must yield the right-of-way to pedestrians at all times.
 - May not operate with any passengers in addition to the operator.
 - May not operate carrying any package, bundle, or article that prevents the operator from keeping at least one hand upon the handlebars.
 - Must comply with all CVC laws and local regulations including being subject to the same provisions applicable to any other driver of a vehicle. These provisions include, but are not limited to, driving under the influence of alcoholic beverages or drugs.

7.5.6. Campus Speed Limit

Unless otherwise posted, the maximum speed limit is 25 MPH. When roads are wet and slippery, 25 MPH may be unsafe.

7.6. Parking

7.6.1. Parking Regulations

- 7.6.1.1 All motor vehicles parked on campus grounds must comply with sections 42200 and 42201 of Title 5, Article 7 of the California Code of Regulations for payment of parking fees by complying with all university parking ordinances and paid parking requirements. Paid parking is required during events held at the Save Mart Center and athletic events held at any facility. This includes events that take place outside of posted parking enforcement hours. Parking violations are enforced pursuant to section 21113 of the California Vehicle Code.
- 7.6.1.2. Motorized and non-motorized vehicles shall be parked in designated areas only. They shall not be locked to trees, poles, handrails, buildings, fences, etc. Vehicles left blocking walkways and doorways are considered a hazard and may be subject to impoundment.
- 7.6.1.3. Bicycles, motorized vehicles, and any vehicle using or storing any type of fossil fuel or flammable material are strictly prohibited inside buildings.

7.6.2. Parking Enforcement Days and Hours

- 7.6.2.1 Fall through Spring Semesters - Paid parking ordinances are enforced Monday through Thursday from 7 a.m. to 10 p.m. and Friday from 7 a.m. to 4 p.m. Paid parking is not required on State holidays, except during events held at the Save Mart Center or athletic events held at any facility.
- 7.6.2.2. Summer Session - Paid parking ordinances are enforced Monday through Thursday from 7:30 a.m. to 8 p.m. and Friday from 7:30 a.m. to 2 p.m.
- 7.6.2.3. Event Parking - Paid parking is required during events held at the Save Mart Center and athletic events held at any facility. This includes events that take place outside of normal parking enforcement hours.
- 7.6.2.4. Failure to respond to five or more parking citations may result in the immobilization, towing, or impoundment of the vehicle in accordance with California Vehicle Code §22651(i). Prior to the release of the vehicle, the registered owner must pay all outstanding parking fines as well as any towing and storage fees.

7.6.3. Authorized Parking Areas

- 7.6.3.1. Parking areas are designated by the color of the permit required, curb markings, and posted regulatory signage.
- 7.6.3.2. Green – Student and Visitor parking
- 7.6.3.3. Yellow – Employee and invited guest parking

- 7.6.3.4. Blue – Designated disabled persons who appropriately display valid DMV disabled parking credentials.
- 7.6.3.5. Gold - Restricted to honorary permit holders
- 7.6.3.6. Parking Meters – Metered spaces are available to anyone who deposits the appropriate payment in the meter assigned to such a space. Parking permits are not valid at parking meters.
- 7.6.3.7. Timed zones – Parking is authorized for up to 30 minutes in posted zones. Timed zones are identified by white curbing and posted signage.
- 7.6.3.8. Campus Pointe - Vehicles parked at Campus Pointe are subject to rules and regulations outlined in sections 42200 and 42201 of Title 5, Article 7 of the California Code of Regulations and section 21113 of the California Vehicle Code.

7.6.4. Unauthorized Parking Areas

- 7.6.4.1. Any zone marked with a red curb.
- 7.6.4.2. In posted reserved parking spaces without the appropriate parking permit or authorization from the Fresno State Police Department.
- 7.6.4.3. On campus grounds between the hours of 11:00 p.m. and 7:00 a.m. except as approved by University Police. Residents of University Courtyard are permitted to park overnight in Lot P27.
- 7.6.4.4. In a posted timed zone for longer than the posted time limit.
- 7.6.4.5. Within 15 feet of a fire hydrant.
- 7.6.4.6. In disabled persons parking spaces or access ways without displaying a valid Department of Motor Vehicles disabled placard, permit or license plate.
- 7.6.4.7. On the road side of a vehicle parked at the curb edge of a roadway (double parking).
- 7.6.4.8. Any place that will impede or block the movement of any vehicle, farm machinery, or equipment in an agricultural area.
- 7.6.4.9. In electric vehicle charging spaces in a manner contrary to posted signage.

7.7 Panhandling

- 7.7.1. Soliciting alms or begging in any public place or in any place open to the public on university property is prohibited. Violation of this prohibition is a misdemeanor pursuant to Education Code Section 89031 and penal Code Section 647(c).

7.8 Permanent Signage

- 7.8.1 Facilities Management is responsible for building, maintaining, and revising permanent signage on university grounds, including the University Agricultural Laboratory. This signage includes, but is not limited to:
 - Vehicle signage (e.g. street and parking lot signage)
 - Pedestrian signage (e.g. designated smoking areas and accessibility information)
 - Directional signage and maps
 - Interpretive signage (e.g. monuments and plaques)

- Internal and external building signage
- Donor signage

7.8.2 Any addition or modification to exterior building signage and directional signage must be approved by the Campus Planning Committee.

Related Policies, Procedures, Information, Forms

8.1 Title 5, California Education Code of Regulations Section 41301-41304; 41402; 42200; 42201

8.5 California Vehicle code 21113; 21235

8.6 Education Code 89031; 89535; 89536

8.7 California Civil Code 54.1 and 54.2

Penal Code Section 374.4; 600; 647(c)

8. Contact Information

If you have any questions, please contact the Office of the Vice President for Administration and Finance at 559.278.2083.

9. Key Search Words

Filming on campus, tailgating, University Dining Services, animals on campus, parking, skateboards, motorized vehicles, scooters, permanent signage.

10. History/Revision Dates:

Approved, October 6, 2003

Minor Revision Section 20.0, February 8, 2006

Minor Revision, Section 12.0, March 9, 2006

Revisions, February 21, 2014

Revision, Section 12.0, June 8, 2015

Revision, Section 8.0, July 1, 2015

Page & Numbering Adjustments, July 9, 2015

Revision, Section 27.0, July 23, 2015

Revision, Section 13.0, December 9, 2016

Revision, Section 18.0, September 1, 2017

Minor revisions to redact items superceded in TPM policies, Oct 2, 2023 and Sept, 29, 2025

Revision, November 17, 2025

Revision, April 22, 2026

11. Next Evaluation Date or Sunset Date:

Five years from approval date: November 17, 2030

12. Consultative Review by the Academic Senate:

Yes

No

Purpose: *This policy establishes the use of campus buildings and grounds. As collegiality consists of a shared decision-making process, and the Academic Senate has primary responsibility to make recommendations to the University President on all university-wide academic policy issues, this policy will be sent to the Academic Senate for a consultative review.*