

Texas Woman's University University Regulation and Procedure

Regulation and Procedure Name: Flag Display

**Regulation and Procedure
Number: URP: 04.600**

Policy Owner: Finance and Administration

POLICY STATEMENT

None

APPLICABILITY

This policy is applicable to TWU Students, Faculty, Employees, and Guests.

DEFINITIONS

None

REGULATION AND PROCEDURE

I. General Guidelines

- A. The United States and Texas flags will be displayed at Texas Woman's University according to the Texas Education Code, Section 1.003.
- B. All-purpose lightweight nylon United States and Texas flags may be flown in fair or inclement weather and are authorized for display on all outdoor flagstaffs. Cotton or nylon flags, as well as all-purpose flags, are authorized for indoor use.
- C. The United States and Texas flags will be displayed on the Hubbard Hall oval and in front of the Old Main Building. The flags will be displayed 24 hours a day, 365 days a year and must be properly illuminated. The TWU Department of Public Safety is responsible for ensuring that the flags are in good condition and for replacing the flags as necessary.
- D. The Chancellor and President of the University will notify the Vice President for Finance and Administration when flags should be lowered and raised. The Vice President for Finance and Administration will notify the Executive Director, Department of Public Safety to lower or raise the flags.

- E. Flags may be displayed at sports events, commencements, and other University functions. The proper display of flags is the responsibility of event officials.

REVIEW

This policy will remain in effect and published until it is reviewed, updated, or archived. This policy is to be reviewed once every six years. Interim review may be required as a result of updates to federal and state law or regulations, Board of Regents policies, or internal processes or procedures.

REFERENCES

Texas Education Code, Sec. 1.003.:

THE FLYING OF THE UNITED STATES AND TEXAS FLAGS.

On all regular school days, every school and other educational institution to which this code applies shall fly the United States and Texas flags.

FORMS AND TOOLS

None

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