



Standard Administrative Policy and Procedure

Subject: Political Campaigns and Electioneering Activities on Campus

Number: UW SAP 12-4.2

I. PURPOSE

To outline University of Wyoming policies and procedures regarding political campaigns and electioneering activities on campus.

II. POLICY

When a candidate or a candidate's supporters want to reserve University facilities for exclusive use related to a campaign, the following applies:

- A.** UW Regulation 6-4 (Use of University Buildings, Grounds and Services) allows use of University facilities by external parties or individuals for "political campaigning by, or for, candidates who have filed for public office" or "for ballot measures" only with the expressed written authorization of the UW President or the President's designee. Persons who have publicly announced their candidacy, even if they have not filed, should be considered candidates and thus fall under the provisions of UW Regulation 6-4.
- B.** External users may be assessed fees, charges, and deposits for use of University facilities. External users may use designated bulletin boards to advertise their events.
- C.** UW students, faculty, staff, and recognized student organizations (RSOs) are considered external users under UW Regulation 6-4 when acting in a capacity as private citizens or in a manner unrelated to University purposes, such as campaigning for a candidate or hosting events at the University for such a candidate.
- D.** University facilities do not include the common areas of campus which typically are not reserved for use, such as Prexy's Pasture.
- E.** The Wyoming Union schedules and rents breezeway tables through its Events Office. In accordance with UW Regulation 6-4, the President has approved the use of Union tables and rooms by political candidates and candidate campaign groups, subject to the Union's rules. As such, no specific approval from the President is necessary for use of Union tables and rooms; however, registration and standard charges established for external users may be applicable.

- F. If contacted by a political candidate or an organization that seeks space in a building or facility under your authority, direct the requestor to the Wyoming Union Coordinator to schedule space in the Wyoming Union. As noted above, the use of other facilities requires specific University presidential approval.
- G. Candidate forums, candidates visiting the University on their own to meet with members of the University community, and general course discussions typically do not raise issues of concern under this policy. This policy does not limit a candidate's ability to interact with students, staff, and faculty in public areas of campus.

Responsible Division/Unit: Office of Governmental Affairs and Community Engagement

Source: None

Links: <http://www.uwyo.edu/regs-policies>

Associated Regulations, Policies, and Forms: UW Regulation 6-4

Approved: 10/18/2024