

**UNIVERSITY OF WISCONSIN-MADISON  
FACILITIES USE POLICY**

**SUBJECT:** Use of University of Wisconsin-Madison Facilities for Political Purposes

**POLICY OF:** University of Wisconsin-Madison

**DATE:** July 2016, April 2016, July 2005, April 2004, August, 1978

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Under specific conditions, student organizations, political parties or candidates for public office may reserve University facilities for political purposes. A political purpose includes any action taken to influence the nomination, election, or re-election of an individual to public office, or to influence the vote in a referendum. Wisconsin Statutes, Board of Regents' regulations and UW-Madison rules all affect the ways in which University facilities may be used for political purposes.

Of primary importance is the principle that activities with political purposes may not occur in conjunction with any efforts to accomplish the University's statutory mission of instruction, research, extended training and public service.

**A. For Registered Student Organizations and/or Independent Groups of Students**

1. Registered Student Organizations and/or independent groups of students\* may use University facilities only for events that are primarily for students, faculty and staff. Registered Student Organizations and/or independent groups of students may invite candidates for public office to speak in University facilities with no limit in the number of appearances by a candidate. All publicity for such events must state that attendance is limited to students, faculty and staff and that the events are not open to the public.
2. Registered Student Organizations and/or independent groups of students may use University facilities for revenue generating events only after completing an explicit agreement with the University office responsible for reserving the facility to be used. It is the responsibility of the sponsoring group to comply with any applicable state and federal election laws concerning contributions for political purposes.
3. In all advertising and publicity, the status of a Registered Student Organization and/or an independent group of students must be clearly and prominently noted.

\* Please note, independent groups of students must have departmental sponsorship to reserve facilities.

## **B. For Political Parties and Political Candidates:**

### **1. Public meetings**

- a. Leaders of political parties and candidates for public office may hold public meetings on campus, if facilities are available, and subject to other procedures governing use of campus space and facilities – including but not limited to space reservation, insurance procurement, rental fees, security and related fees, parking and related fees, catering – administered by the chancellor or designee. During a **primary** election campaign, each recognized candidate for public office or candidate’s surrogate may hold one public meeting at a University facility. In addition, each political party may hold one public meeting at a University facility on behalf of its candidates for national office, and one public meeting on behalf of its candidates for statewide office.
- b. During a **general** election campaign, each recognized candidate for public office or candidate’s surrogate may hold one public meeting at a University facility. In addition, each political party may hold one public meeting at a University facility on behalf of its candidates for national office, and one public meeting on behalf of its candidates for statewide office.

### **2. Non-public meetings**

Non-public meetings, except those authorized under Section A of this policy, are not permitted in campus facilities.

3. State conventions of recognized political parties may also use University facilities. Members of the audience should be given a reasonable opportunity, in appropriate situations, to ask questions at the end of the presentation.

## **C. For all events governed by this policy:**

1. All procedures governing campus use of space and facilities for campus events – including but not limited to space reservation, insurance procurement, rental fees, security and related fees, parking and related fees, catering – must be followed.
2. Fundraising related to political activities in public facilities is prohibited pursuant to state law. (s. 11.1207 (1) and (3), Wis. Stats.)

University marks and logos (including any still or video images of marks or logos) may not be used by non-University entities such as political candidates or political parties, or in connection with non-University products or services, without institutional approval from University Relations. No other department, unit, employee, or student of the University is authorized to approve or consent to the use of University marks by a non-University entity.

For questions about this policy, please email: [events@union.wisc.edu](mailto:events@union.wisc.edu)