What is BGSU Votes?

BGSU Votes is a university backed, non-partisan initiative dedicated to helping students explore their roles as citizens, voters, activists, researchers, public policy advocates, organizers, and change makers.

We commit to:

- Register students to vote at major campus events such as SOAR, Volunteer Fair, and more.
- Provide students a neutral place to register to vote and learn more about the voting process in the Center for Community and Civic Engagement (100 University Hall).
- Train student organizations how to conduct voter registration booths.
- Connect students to volunteer opportunities related to the election.
- Provide accurate and up to date information on our website [www.bgsu.edu/BGSUVotes](http://www.bgsu.edu/BGSUVotes).
- Engage the BGSU community in democratic dialogues around critical social issues.

A Guide to BGSU policies for Student Organizations and Outside Organizations

This guide has been developed by the Center for Community and Civic Engagement to aid student and outside organizations to navigate BGSU policies related to voter registration and political engagement activities. The University core values are at the heart of our campus policies: respect, inclusion, collaboration and community, intellectual and personal growth, innovation and entrepreneurism, and excellence are all values that should be central to your experience here. When engaging in the electoral process we expect these values to be manifest in your actions as an individual or as a student organization.

This guide offers a broad overview of various BGSU policy areas including:

- Fundraising, Soliciting, and Selling (Pg.2)
- Advertisement (Pg.2)
- Assembly (Pg.2)
- Event Management (Pg.2)
- Guest Speakers (Pg.3)
- Political Campaigning (Pg.3)
- Facility Reservations (Pg.3)
- Residence Hall Reservations (Pg.4)
- Speak Out Area (Pg.4)
- Amplification Equipment (Pg.4)
- Not In Our Town (pg.4)

This guide does not include all stipulations attached to every policy. As such, individuals and organizations are encouraged to follow the links for each policy to reference the specific wording and stipulations of each applicable policy to ensure they are following them properly.

BGSU Votes, the Center for Community and Civic Engagement, and their affiliates are not responsible for any actions of organization(s) or individual(s) who fail to comply with BGSU policies and procedures and/or fail to familiarize themselves with the full details of each policy.

This is meant to be a helpful guide to BGSU policies and where to find them. We offer no guarantee that this guide is a comprehensive list.  

_Last updated July 2017_
RELEVANT VOTER ENGAGEMENT AND ELECTORAL ENGAGEMENT CAMPUS POLICIES

Fundraising, Solicitations, and Sales

Soliciting and selling of any product or promoting/canvassing/recruiting for organizations, teams, clubs, candidates, etc. is not allowed in the residence halls. While door-to-door voter registration is not allowed, an organization may seek the approval of the Director of Residence Life to allow for registration efforts in the residence halls. For more information on this policy go to: Student Handbook (http://www.bgsu.edu/student-handbook/policies-and-procedures.html)

Advertisement

Student organizations are free to post flyers, notices, posters etc. on kiosks and general purpose bulletin boards. Non-University groups or individuals may post only on University kiosks. Members of the University community may also use traditional non-spray chalk on sidewalks, put up banners with permission of the Hall Director of each residence hall, and display yard signs with permission of the Dean of Students. No posting will be allowed anywhere else on campus. For more information on these policies go to: Student Handbook (http://www.bgsu.edu/student-handbook/policies-and-procedures.html).

Registered student organizations and University departments may post fliers/signs in residence halls with permission from the Office of Residence life; more information on this policy can be found here: Residence Life Advertising Policy (http://www.bgsu.edu/residence-life/forms-and-resources/advertising-policy.html)

Registered student organizations may also advertise on LCD Boards in the Residence Halls and in the Dining Halls. For more information on these policies follow the appropriate links: University Dining LCD Board Display Policy and Residence Hall LCD Board Display Policy (https://www.bgsu.edu/content/dam/BGSU/residence-life/documents/digital-signage-policy.pdf)

Assembly

Student and outside organizations have the right to assemble and rally, march, etc., but before they do so they must fill out a grounds use request form for the area(s) they plan on assembling. See Grounds Rental/Use below. All organizations are responsible for making sure events do not interfere with the mission of BGSU. Organizations must ensure the event does not block entries, exits, walkways, roadways, or hinder the free flow of any sort of traffic. For more information on this policy go to: Student Handbook (http://www.bgsu.edu/student-handbook/policies-and-procedures.html).

Event Management

Student organizations may sponsor and host events on the BGSU campus. Outside organizations may hold events on the BGSU campus as long as they are sponsored by a University Department or registered student organization. All events must be registered with the Office of Campus Activities in 401 BTSU 419-372-2343; there are many stipulations regarding events (including security responsibilities), and organizations are encouraged to read and understand the full policy, found here: Student Handbook (http://www.bgsu.edu/student-handbook/policies-and-procedures.html).
Guest Speakers

Registered student organizations and University departments are allowed to sponsor guest speakers. If an individual or organization outside of the University wishes to speak as a guest at BGSU they must have sponsorship from a registered student organization or University department. If the organization plans on using university facilities and services for the guest speaker(s) that organization must register the space with the BTSU Conference and Event Services Office in 231 BTSU at 419-372-9000. Guest speakers must also comply with the Political Campaigning Policy listed below. For more specific stipulations and to view the policy please follow this link: Student Handbook (http://www.bgsu.edu/student-handbook/policies-and-procedures.html).

Political Campaigning

All student candidates for GSS and USG must abide by the university regulations governing canvassing and voter registration they were given with their letter of authorization. All candidates for public office that wish to speak or campaign at BGSU must register with the Office of the Dean of Students prior to campaigning. All candidates for public office must comply with all university policies including but not limited to: advertising policies, space reservation policies, and residence hall policies. For more information on this policy please visit: Student Handbook (http://www.bgsu.edu/student-handbook/policies-and-procedures.html).

Space and Facilities Reservations Including Use of Campus Grounds

Only registered student organizations and University departments may reserve/rent/use campus facilities. All requests for reservations must be made with the appropriate office, and an authorized representative from your organization must sign or verbally communicate our request. The spaces currently available to rent are listed below; special stipulations may apply to different types of spaces so make sure to reference the Student Handbook. For more information on this policy please visit: Student Handbook (http://www.bgsu.edu/student-handbook/policies-and-procedures.html)

- Bowen-Thompson Student Union Contact: 231 Bowen-Thompson Student Union Administrative Office, 419-372-9000
- Academic Buildings Contact: 231 Bowen-Thompson Student Union Administrative Office, 419-372-9000
- Dining Centers Contact: University Dining Services catering/space arrangements manager, 419-372-6951
- Prout Chapel Contact: 231 Bowen-Thompson Student Union Administrative Office, 419-372-9000
- Eppler Hall Gymnasiums Contact: School of Human Movement, Sport & Leisure Studies, 119 Eppler Center, 419-372-7234
- Intercollegiate Athletics Facilities Doyt L. Perry Stadium, Anderson Arena, Whittaker Track, Steller Baseball Field, Cochrane Soccer Field, Keefe Tennis Courts, BGSU Softball Complex, and athletic practice fields. Contact: Facility Coordinator, Dept. of Athletics, 419-372-2401
- Kobacker Hall, Kennedy Green Room and Bryan Recital Hall Contact: Technical Director, Moore Musical Arts Center, 419-372-2181
- Mileti Alumni Center Contact: Director of Alumni Affairs, 419-372-2424
- Offenhauer Tower West, 11th Floor Contact: Offenhauer Towers front desk, 419-372-2898
Residence Hall Space Reservations

To reserve a space for use in a residence hall an organization must be either a University-recognized student organization or a University office. No area in a residence hall is available for groups not affiliated with the university. If an organization is not University recognized they must seek approval from the Director of Residence Life to reserve space. These spaces are located in publicly accessible areas of the residence halls, and areas located in secure residential corridors are not available for use by any organization. All organizations seeking to reserve a space in a residence hall must abide by all policies, terms and conditions, and stipulations regarding reservations. There are many stipulations regarding the rental/use of residence hall spaces; all organizations seeking to rent a residence hall space are encouraged to read the reservation policy in its entirety, located here: [Residence Hall Space Reservation Policies](https://www.bgsu.edu/residence-life/forms-and-resources/hall-space-reservations-terms.html). For a full list of the available spaces please go here: [List of Available Residence Hall Spaces](http://www.bgsu.edu/content/dam/BGSU/residence-life/documents/list-of-reservable-hall-spaces.pdf).

Speak Out Area

The Speak Out Area is located in the front of the BTSU. This area cannot be reserved and is available at all times to everyone on a “first come/first served” basis. For more information on this policy please visit: [Student Handbook](http://www.bgsu.edu/student-handbook/policies-and-procedures.html).

Amplification Equipment (Item E under Space and Facilities Reservations Including Campus Grounds)

Amplification equipment is limited at BGSU, and the use of an amplification device requires written approval be obtained in advance from the approving office or a designated representative. “Sound amplification equipment” means any electronically powered, operated or assisted device that amplifies sound. A sound amplification device includes, but is not limited to, any system of public address, bullhorns, boom box, music or voice amplifiers, megaphones, or any combination thereof. For more information and stipulations to this policy read the entire policy here: [Student Handbook](http://www.bgsu.edu/student-handbook/policies-and-procedures.html).

Not In Our Town

While the “Not in Our Town“ (NIOT) movement is not a policy, it is still an important part of the BGSU culture. BGSU and the city of Bowling Green are committed to this movement; as such, organizations engaging students and the community with voting efforts must give mutual respect to everyone they encounter. If you or your organization wish to read and/or take the NIOT pledge you can find a copy on the BGSU website by following this link: [Not In Our Town](http://www.bgsu.edu/not-in-our-town/take-the-pledge.html)