

POLICY CONCEPTS: INSTRUCTIONS AND GUIDELINES

All policy proposals – including new policy concepts, proposed revisions, or suggested repeals – must be submitted via the form on page 2 to the Office of the University Secretary with appropriate supporting information and documents. Completed submissions are forwarded to the University Senate (academic policies) or the President’s Policy Advisory Council (PAC), which ensures proper routing through the policy-making process. (See UO Policy I.03.01 for more information.)

Please keep the following definition of a university policy in mind as you develop your concept:

A University Policy (“Policy”) is a policy that (1) has broad application or impact throughout the University community, (2) must be implemented to ensure compliance with state or federal law, (3) is necessary to enhance the University’s mission, to ensure institutional consistency and operational efficiency, or to mitigate institutional risks; or (4) is otherwise designated by the Board [of Trustees] or the President [of the University] as a University Policy.

A policy establishes rights, requirements or responsibilities. Excluded from this definition are things such as, but not limited to, implementation guides, operating guidelines, internal procedures, and similar management controls and tools.

To help facilitate as smooth a process as possible, please consider the following:

1. Consult as many stakeholders as possible *prior to submitting* your concept. A primary role for the PAC is to ensure that appropriate offices, departments or groups are consulted.
2. Run your concept by the Office of General Counsel (OGC) *prior to submission*. OGC review is a required step in policy-making.
3. Please use the proper template – email uopolicy@uoregon.edu to obtain either (a) the new policy template (new proposals) or (b) the Word version of the existing policy in its proper template (for redlines/revisions).
4. A “redlined” version of your concept in Word is required for proposed revisions. This must be done using the appropriate Word version (see #3, above).
5. Include any appropriate related resources that will be useful to those reviewing the concept. Links are preferred, but supplemental documents are of course acceptable for items not online. Examples of such items include any associated procedures or unit level policies (even if in draft form), or other policies or procedures related to, overridden by, necessary as a result of, or otherwise affiliated with your concept;
6. Please submit all documents as individual files.
7. Someone from the responsible office or proposing unit will need to attend a PAC meeting to explain the concept and answer any questions.

Please email uopolicy@uoregon.edu if you have any questions. Thank you!

POLICY CONCEPT FORM

Name and UO Title/Affiliation:	Jeslyn Everitt, Associate General Counsel
Policy Title & # (if applicable):	V.11.01 Political Activities
Submitted on Behalf Of:	Office of General Counsel and Office of Government and Community Relations
Responsible Executive Officer:	Office of Government and Community Relations

SELECT ONE: New Policy Revision Repeal

Click the box to select

HAS THE OFFICE OF GENERAL COUNSEL REVIEWED THIS CONCEPT: Yes No

If yes, which attorney(s): Jeslyn Everitt

GENERAL SUBJECT MATTER

Include the policy name and number of any existing policies associated with this concept.

Political Activities Activity

RELATED STATUTES, REGULATIONS, POLICIES, ETC.

List known statutes, regulations, policies (including unit level policies), or similar related to or impacted by the concept. Include hyperlinks where possible, excerpts when practical (e.g. a short statute), or attachments if necessary. Examples: statute that negates the need for or requires updates to an existing policy; unit level policy(ies) proposed for University-wide enactment; or existing policies used in a new, merged and updated policy.

I.02.02 Conflict of Interest, Conflict of Commitment, and Outside Activities

II.05.01 Academic Freedom, Freedom of Inquiry, and Free Speech

<https://hr.uoregon.edu/political-activities-notice>

STATEMENT OF NEED

What does this concept accomplish and why is it necessary?

PAC requested changes to the Political Activities Policy to conform with the political activities notice and be less broad or vague. The changes primarily:

1. Update Section A to remove the undefined term “public activities” and to more closely track ORS 260.432.

2. Update Section C to apply to all government bodies including federal bodies, not just state government.

The revisions also remove “in accordance with the Oregon Constitution” in Section B per PAC feedback.

AFFECTED PARTIES

Who is impacted by this change, and how?

N/A – no substantive policy changes are being made with these updates.

CONSULTED STAKEHOLDERS

Which offices/departments have reviewed your concept and are they confirmed as supportive? (Please do not provide a list of every individual consulted. Remain focused on stakeholders (e.g. ASUO, Office of the Provost, Registrar, Title IX Coordinator, etc.)

Name	Office	Date
Trent Lutz	Community and Government Relations	12/10/25
Mark Schmelz & Chris Meade	Human Resources	12/23/25
Dyana Mason	PPPM/Nonprofit faculty & Senate	12/10/25
Allison Blade	Provost Office	12/12/25
Jeslyn Everitt	Office of General Counsel	12/10/25

Political Activities

Policy Number:

V.11.01

Reason for Policy:

This policy expresses the University's position on political activities of employees.

Entities Affected by this Policy:

All employees of the university.

Responsible Office:

For questions about this policy, please contact the Office of Government and Community Relations at 541-346-5020

Website Address for this Policy:

<https://policies.uoregon.edu/vol-5-human-resources/ch-11-human-resource...>

Enactment & Revision History:

25 February 2016 - Renumbered as UO Policy V.11.01 and related resource to ORS Chapter 260 added

02 September 2015 - Technical revisions enacted by the university secretary

22 March 2015 - Sections B and C (former OARs 580-022-0015 and 0020) amended by the university president upon recommendation of the university senate

01 July 2014 - Became a University of Oregon Policy by operation of law

Former Oregon Administrative Rule Chapter 580 Division 22, Sections 0010-0020

Policy:

A. Public Political Activities and Campaigning

(1) In accordance with state law (ORS 260.432) and subject to limited exceptions, employees may not -solicit any money, influence, service or other thing of value or otherwise promote or oppose any political committee; promote or oppose the nomination or election of a person to a public office; promote or oppose the filing of an initiative, referendum or recall petition; promote or oppose the gathering of signatures on an initiative, referendum or recall petition; or promote or oppose the adoption of a measure or the recall of a public office holder while on the job during working hours. This section does

~~not restrict the right of a public employee to express personal political views. Although there is no prohibition against active participation by University employees in various community and public affairs, it is expected that time given to such activities shall not interfere with the duties of the employees concerned.~~

(2) No employee shall take action that might be construed as committing the institution or the Board to a position on public issues.

B. Candidates for Public Office

(1) ~~In accordance with the Oregon Constitution, it~~ is uU university policy to allow employees to seek political office and to serve in the event of election. Before an employee shall become a candidate for any public office, whether for a salaried or nonsalaried position, the employee is expected to consult with the President ~~or designee.~~

(2) Political activity shall in no way interfere with the performance of the major duties prescribed by the uU university.

(3) Because circumstances under which a campaign is conducted will vary widely depending on the nature of the elective office and the extent of opposition, the determination of whether an employee may continue full-time duties while conducting or engaged in a campaign rests with the employee's President ~~or designee.~~ In the event of election to the State Legislature, an employee normally will be placed on leave of absence without pay during the period of full-time responsibility. If elected or appointed to a full-time salaried office, the employee may be placed on leave of absence without pay during the term of office or may be required to resign.

C. Relationships with ~~State Government~~ Bodies and Policymakers

(1) Except for the President and designees, no employee of the University is authorized to represent the uU university to the ~~government bodies including but not limited to Congress and State L~~egislature ~~or~~; its members or committees, to the Office of the Governor, and to ~~Executive branch officers, agencies, divisions or commissionsthe Executive Department and its Divisions.~~

(2) Nothing in this policy shall be construed as inhibiting an employee of the uU university from exercising the right of citizenship in a personal capacity, or be construed as inhibiting any employee of the uU university from appearing before a body of ~~state~~ government identified in this policy in response to a request from that body.

~~(3) Faculty members are encouraged to visit the Legislative Sessions and Hearings with students in the interests of furthering the effectiveness of organized class work, or to~~

~~respond to requests from the Legislature for establishment and maintenance of special involvements such as student intern programs.~~

Chapter/Volume:

Chapter 11: Human resources, other

Related Resources:

Chapter 260 of the Oregon Revised Statutes (ORS) controls political campaigning by public employees. Available here: https://www.oregonlegislature.gov/bills_laws/ors/ors260.html.

Reason for Policy

This policy expresses the University's position on political activities of employees.

Entities Affected by this Policy

All employees of the university.

Web Site Address for this Policy

[Provided by Office of the University Secretary after policy is posted online]

Current link: <https://policies.uoregon.edu/vol-5-human-resources/ch-11-human-resources-other/political-activities>

Responsible Office

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Enactment & Revision History

February 25, 2016 – Renumbered as UO Policy V.11.01 and related resource to ORS Chapter 260 added

September 2, 2015 – Technical revisions enacted by the university secretary

March 22, 2015 – Sections B and C (former OARs 580-022-0015 and 0020) amended by the university president upon recommendation of the university senate

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