

Success with the Legislature – Rules of Engagement

Elected Officials on Campus

We encourage units and campus leaders to cultivate and maintain strong rapport with the legislature and other elected officials. Our greatest assets are our students and talented faculty and staff - our elected officials should be more aware and more engaged with our campus community.

However, an integrated and well-coordinated approach toward engagement is both critical and necessary. The Office of Government and Community Engagement (GCE) should always be informed when elected officials are on campus, for any reason. The GCE team is poised to assist to ensure a successful campus visit.

Preparing for the Legislative Session

The agenda setting process for UNLV is inclusive, however, all agenda items must be vetted through the process outlined below. Going outside of the prescribed procedure should be discussed with President Whitfield as this impacts our overall strategy.

Agenda Setting Process:

1. Seek VP / Dean approval
2. VP / Dean to review with GCE
3. GCE to vet with UNLV Leadership Team led by President Whitfield
4. Ideas are then submitted to NSHE OR an appropriate legislator

**If ideas arise post the deadlines below, please contact GCE to discuss next steps*

Timeline:

- **2023**
 - November 15: Submission deadline for ideas to GCE
 - November – December: Ideas are vetted through UNLV Leadership Team; and feedback provided to units
- **2024**
 - January – Ideas / budget requests are submitted to NSHE
 - January – February: NSHE Campus Visits
 - March – June: NSHE Board of Regents public vetting process
 - July – August: NSHE budget request and legislative agenda finalized
 - September: NSHE budget due Governors Finance Office
 - September – December: Session preparation and outreach
- **2025**
 - Monday February 3rd: 120 Day - 83rd Legislative Session convenes

UNIVERSITY OF NEVADA, LAS VEGAS
UNIVERSITY GATEWAY BUILDING

4700 S. Maryland Parkway, Suite 240 • Box 451025 • Las Vegas, NV 89119
OFFICE: 702-895-5397