



Columbia University Senate

TASK FORCE ON MILITARY ENGAGEMENT

University Hearings Guidelines for Discussion and Conduct

Please adhere to the following guidelines for your comments and behavior throughout the hearing. We appreciate your cooperation as we come together as a University community to discuss Columbia's relationship with ROTC and the military.

- Begin your remarks by identifying yourself and your affiliation to the University
- Limit all remarks to two minutes and thirty seconds
- Relate all comments to the topics listed by the moderators
- Refrain from using inappropriate or discriminatory language
- Defer to the moderators when regulation is required
- Be courteous to the speaker (i.e. do not interrupt or conduct side conversations)
- Refrain from physical or verbal outbursts
- Silence cell phones
- Respect the right of all members of the community to express differing opinions

Please be aware that both campus and non-campus press may be present at the hearing. As such, remarks may be quoted and documented in local or national media. Similarly, the Task Force on Military Engagement will be preserving a recording and transcript of this event, the latter of which will be publicly available. We advise you to be mindful of how your comments may endure. If you wish to voice your opinions in an anonymous manner, please email a statement to the Task Force at rotc-taskforce@columbia.edu. If you do not want your statement published or want it to be anonymous, you must explicitly request so in the subject or body of the email.

If you do not get the opportunity to speak tonight, please attend one of the other hearings. For information about the other hearings as well as a historical overview of the relationship between ROTC and Columbia, please visit the Task Force's website:

<http://www.columbia.edu/cu/senate/militaryengagement/index.html>