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## Memorandum of Understanding

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To: Donnie Holliday  
President – University Religious Life Association

From: Eric Atkinson & Beau Seagraves  
UGA Student Affairs – Designated University Liaisons to URLA

Subject: Memorandum of Understanding (MOU) between University Religious Life Association and the University of Georgia

Date: April 24, 2024

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This Memorandum of Understanding (“**MOU**”) is entered into as of the last date of execution by the Parties below (the “**Effective Date**”), between the University Religious Life Association (“**URLA**”), an unincorporated association of religious organizations, and the Board of Regents of the University System of Georgia, by and on behalf of the University of Georgia (“**University**”), a public university in the State of Georgia. The URLA and the University may be referred to herein as the “Parties” or, individually, as a “Party.”

### 1. PURPOSE

The URLA is an association of affiliated religious organizations (each, an “**Affiliated Organization**”) located in Athens, Georgia and exists to facilitate a networking group of religious professionals and leaders on campus, to gather a broad collective of religious professionals and leaders for the purposes of streamlining engagement with the University, and to cultivate, support, and model interfaith relationships among religious professionals and leaders. The University recognizes the value of the URLA as an umbrella organization with membership open to faith-based professionals who meet the criteria set forth in URLA’s Constitution and Bylaws. The Parties have enjoyed a long history of cooperation and collaboration and wish to enter into this MOU to set forth with greater specificity the relationship between the Parties and the privileges granted by the University to the URLA and its members.

### 2. TERM OF MOU

The MOU is effective beginning on July 1, 2024 and will expire on June 30, 2025. Otherwise, URLA Privileges outlined in #4 will/may be temporarily suspended until the new effective date. The MOU may be renewed in writing by the Parties for additional one-year terms.

### 3. DESIGNATED UNIVERSITY LIAISONS

The University of Georgia's Vice President for Student Affairs will appoint employees from the Division of Student Affairs to serve as designated University liaisons (the "**Designated Liaisons**"). The Designated Liaisons will serve as the principal points of contact between the URLA and the University. As of the Effective Date, the Designated Liaisons are Eric Atkinson, Dean of Students and Beau Seagraves, Associate Vice President for Student Well-being. Any change to the Designated Liaisons will be promptly communicated to the URLA.

### 4. URLA PRIVILEGES

#### 4.1. Supervising Members

4.1.1. Annually, no later than September 15, the URLA Executive Council will submit a list of approved URLA Supervising Members in good standing, as such term is defined in the URLA Constitution and Bylaws, to the Designated Liaison(s). The list can include no more than two (2) Supervising Members from any single Affiliated Organization. Once received and acknowledged by the Designated Liaison(s), Supervising Members may request access to a UGA OneCard and a UGA MyID and associated email address. These privileges must be renewed annually. The privilege period is defined as October 1 through September 30, provided that the privilege period will end earlier than September 30 of a given year if the MOU is terminated or non-renewed, in which case the privilege period will end on the date of termination or June 30, whichever occurs first.

- **UGA OneCard** – Interested Supervising Members may contact the Administrative Specialist for the Designated Liaison(s) to request a UGA OneCard with *Campus Visitor – Non-Research* privileges. A Supervising Member must comply with all University policies applicable to such UGA OneCard, and the University may revoke a Supervising Member's UGA OneCard in its sole discretion. A Supervising Member's OneCard will also be revoked if the Designated Liaison(s) determines that such Supervising Member does not appear on the annual list of approved URLA Supervising Members.
- **UGA Email Access** –
  - Interested Supervising Members may contact the Administrative Specialist for the Designated Liaison(s) to request a UGA MyID and associated uga.edu email address.
  - UGA email access may only be used for official Affiliated Organization communications to University employees and/or students regarding Affiliated Organization activities.
  - A Supervising Member must comply with all University policies applicable to the UGA MyID and associated email address, and the University may temporarily disable or permanently revoke a Supervising Member's UGA MyID and associated email address in its sole discretion. A Supervising Member's UGA MyID and associated email address will be revoked if the Designated Liaison(s) determines

that such Supervising Member does not appear on the annual list of approved URLA Supervising Members.

- 4.1.2.** A Supervising Member's Affiliated Organization is ultimately responsible for the Supervising Member's UGA OneCard and UGA MyID and associated email address, including payment of any fees associated with the UGA OneCard. This includes ensuring that a Supervising Member complies with the terms of this MOU regarding the use of each, as well as with all applicable University policies. The Affiliated Organization shall arrange for the return of a Supervising Member's UGA OneCard if the Supervising Member is no longer qualified to use it.

#### **4.2. Supervised Members**

- 4.2.1.** Annually, no later than September 15, the URLA Executive Council will submit a list of approved URLA Supervised Members in good standing, as such term is defined in the URLA Constitution and Bylaws, to the Designated Liaison(s). The list can include no more than six (6) Supervised Members from any single Affiliated Organization. Once received and acknowledged by the Designated Liaison(s), Supervised Members may request access to a UGA OneCard. These privileges must be renewed annually. The privilege period is defined as October 1 through September 30, provided that the privilege period will end earlier than September 30 of a given year if the MOU is terminated or non-renewed, in which case the privilege period will end on the date of termination or June 30, whichever occurs first.
- **UGA OneCard** – Interested Supervised Members may contact the the Administrative Specialist for the Designated Liaison(s) to request a UGA OneCard with *Campus Visitor – Non-Research* privileges. A Supervised Member must comply with all University policies applicable to such UGA OneCard, and the University may revoke a Supervised Member's UGA OneCard in its sole discretion. A Supervised Member's UGA OneCard will also be revoked if the Designated Liaison(s) determines that such Supervised Member does not appear on the annual list of approved URLA Supervised Members.
- 4.2.2.** Supervised Members will not be granted access to a UGA MyID and associated email address.
- 4.2.3.** A Supervised Member's Affiliated Organization is ultimately responsible for the Supervised Member's UGA OneCard, including payment of any fees associated with the UGA OneCard. This includes ensuring that a Supervised Member complies with the terms of this MOU regarding the use of the UGA OneCard, as well as with all applicable University policies. The Affiliated Organization shall arrange for the return of a Supervised Member's UGA OneCard if the Supervised Member is no longer qualified to use it.

#### **4.3. Access to Campus**

- 4.3.1.** The University restricts access to University facilities to members of the University Community (faculty, staff, students), guests of members of the

University Community, and some limited categories of third parties. The URLA and its Affiliated Organizations can request access to University facilities for the purpose of meetings and events through the reservation process applicable to the University facility in question. Such requests will need to be made through a member of the University Community, which could include students, faculty, staff, or the Designated Liaison(s). Likewise, access to the outdoor, publicly accessible spaces on campus is limited to members of the University Community with the exception of the Designated Forums (see: <https://freedomofexpression.uga.edu/policy/>). The URLA and its Affiliated Organizations can request access to outdoor, publicly accessible spaces on campus outside of the Designated Forums for the purpose of engaging in expressive activity through the reservation process provided in the Freedom of Expression Policy. Such request will need to be made through a member of the University Community, which could include students, faculty, staff, or the Designated Liaison(s). A request to reserve a Designated Forum would not require a member of the University Community.

#### **4.4. Conditions**

All privileges granted to the URLA, its Affiliated Organizations, all Supervising Members and all Supervised Members, are conditioned upon compliance with the terms of this MOU and with compliance with all applicable federal, state, and local laws, as well as University System of Georgia and University policies.

#### **5. USE OF UNIVERSITY INTELLECTUAL PROPERTY**

The use of University trademarks by URLA member organizations is subject to the *General Requirements for the Use and Regulation of University Marks*. The full policy is available for review at: <https://mc.uga.edu/policies/trademarks/>. The use of trademarks owned by the University of Georgia Athletic Association, Inc. is not permitted.

#### **6. COMPLIANCE WITH UNIVERSITY POLICIES**

All URLA Affiliated Organizations, including their Supervising Members and Supervised Members, are subject to applicable University Policies, including the University of Georgia *Non-Discrimination and Anti-Harassment Policy* (NDAH), when (i) engaged in activity on University property, (ii) conducting programs and events involving University students, and (iii) conducting programs and activities in partnership with or sponsored by the University.

**UNIVERSITY RELIGIOUS LIFE ASSOCIATION**

**THE BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF  
GEORGIA, BY AND ON BEHALF OF  
THE UNIVERSITY OF GEORGIA**



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NAME: DONNIE HOLLIDAY  
TITLE: PRESIDENT  
DATE: APRIL 24, 2024



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NAME: ERIC ATKINSON  
TITLE: DEAN OF STUDENTS  
DATE: APRIL 24, 2024



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NAME: BEAU SEAGRAVES  
TITLE: ASSOCIATE VICE PRESIDENT FOR STUDENT WELL-BEING  
DATE: APRIL 24, 2024