

# UA BOARD OF REGENTS: PUBLIC TESTIMONY: DO'S

Monday, October 31, 2016

Public Comment: 4-6pm

Teleconference: 1-866-726-0757

Thursday, November 10, 2016

Public Gathering: 5:30-7pm

University of Alaska Fairbanks, Globe Room, 215 Elvey Building

**DO**

prepare your testimony in advance. Take time to deeply consider and revise your message beforehand.

**DO**

keep your testimony under the two-minute time limit. Focus on a single story or idea. Aim to help the Regents understand how an issue, policy, or situation either addresses needs or presents difficulties for University of Alaska students.

**DO**

prepare two versions of your testimony, if possible: a very direct, concise version for the public comment period, and a longer version for entry as written testimony. Submit written testimony to [ua-bor@alaska.edu](mailto:ua-bor@alaska.edu).

**DO**

practice delivering your testimony in front of a mirror or an audience. Revise your message for clarity and brevity.

**DO**

be on time. Testimonies will be heard in the order participants arrive.

**DO**

be respectful and professional. Remember to state your name and your stakeholder position with respect to the university.

**DO**

try to speak clearly and make eye contact, without reading directly from your written testimony.

**DO**

thank the board members for their time and consideration. If you take less than three minutes, offer to answer questions.