

## Political Activity in the Workplace

This policy is designed to meet the intent of State Board of Higher Education Policy, which stresses that "institutions must remain outside the political arena." State Board policy also states that "Employees may not use institution or other state property, equipment, supplies, or staff for political purposes."

### Guidelines

The term "political activity" is defined in the North Dakota Century Code and referenced in State Board of Higher Education policy. As used in this chapter, it includes any form of campaigning or electioneering, such as attending or arranging for political meetings; distributing campaign literature, political guide cards, or placards; soliciting or canvassing for campaign funds; and any other form of political work usually and ordinarily engaged in by employees during primary and general election campaigns.

Memorial Union service areas (i.e. Union Services, etc.) may perform services for candidates and campaigns providing the services are purchased through normal business operations.

The Memorial Union will not donate or contribute time (labor), materials, or services to candidates or campaigns.

Memorial Union staff offices or service areas may not be used for political activities. Staff or students (whether they are student employees or not) may not use Memorial Union offices, equipment, or supplies for political purposes. This includes working on campaigns of local, state or national candidates, or to conduct business on behalf of Student Government Elections candidates or campaigns. Student staff will not perform duties for political candidates while on duty. Political messages (e.g. shirts, buttons, etc.) cannot be worn by student staff while on duty during elections, whether it be federal, state, local, or campus.

These guidelines are not all inclusive, as situations may surface which need further clarification. Questions should be directed to the immediate supervisor or the Memorial Union Executive Director.