Examples of Prohibited/Permitted Political Activities for College Employees

**College employees on their work time may NOT:**

- Use College property, equipment, personnel, supplies, communication tools (including mailboxes, telephones, fax machines, voice mail, and email system) to create, distribute or forward communications designed to influence the outcome of elections:
  - Use College equipment to produce, print, or copy leaflets or similar literature advocating in favor of or against a candidate or political issue
  - Distribute or forward campaign literature over the College e-mail network
  - Conduct telephone canvassing over College's telecommunications network, regardless of whether such activity occurs during work hours
  - Use classrooms or meeting space for purposes of planning campaign strategy
- Solicit campaign contributions or signatures for nominating petitions during work hours
- Make political speeches or similar presentations during work hours
- Wear political buttons, t-shirts, hats, or other items designed to influence the outcome of an election during work hours, or off-duty time while in a classroom or other instructional setting or College board meeting
- Use employees’ authority to influence the vote or political activities of any subordinate employee

**College employees MAY:**

- Distribute informational pamphlets on a proposed bond election, as long as such pamphlets present factual information in a neutral manner
- Report on official actions of the PCCCD Governing Board
- Use College facilities and equipment for government-sponsored forums or debates as long as the government sponsor remains impartial and the events are purely informational and provide an equal opportunity to all viewpoints
- Participate in activities that are within the scope of the academic curriculum designed to educate students on election issues
- Park personal vehicles with bumper stickers or other materials relating to an election on College property

**Additionally, College employees MAY, on their own time:**

- Join a political party
- Attend and participate in political meetings
- Sign candidate nomination, recall, initiative, and referendum petitions
- Vote in any municipal, special district, school, county, state or federal election
- Volunteer work for a candidate or ballot proposition issue
- Make contributions to and solicit contributions on behalf of candidates, political parties or campaign committees
- Express opinions or display badges, buttons, and bumper stickers
- Any other lawful political activities, as long as the employees do not represent that they are acting on behalf of Pima Community College