

POLICY 16
CONDUCT AND DISCIPLINE

Rule 16.03 - Political Activities

Employees are encouraged to exercise their rights and obligations as citizens and to participate in political activities, except those which are prohibited by law or conflict with their University duties. Employees shall not engage in political activities during their scheduled work hours.

The State Universities Civil Service Act (110 ILCS 70/0.01 *et seq.*) imposes certain restrictions regarding political activities of or related to employees covered by this Act. In addition, the State Employees Political Activity Act (5 ILCS 320/0.01 *et seq.*) proscribes certain political activity on the part of any employee engaged under any public merit system and is applicable to all Civil Service employees of the University. Details concerning these prohibitions are contained in the appropriate legislation. Questions concerning prohibited activities should be referred to the campus human resources office. In summary, employees are prohibited from:

- A. Soliciting or accepting a political assessment, subscription, or contribution from any officer or employee.
- B. Soliciting or accepting any contribution in cash or other item of value for political purposes at any officer's or employee's work place.
- C. Taking any personnel action or making any promise or threat of action against any employee because of the giving or the withholding of a political contribution or service.
- D. Participating in any political activity or meeting while scheduled for work.

Regulation

16.031 Questions

The head of the campus human resources office or a designee will be available to discuss and advise any employee with regard to political activities and their impact on University employment practices. Questions also may be directed to the University Office of Administration and Human Resources.