

**CARROLL COLLEGE SPECIAL PROVISION ADDENDUM:
POLICY ON POLITICAL ACTIVITIES AT THE COLLEGE**

EFFECTIVE DATE: JUNE 2012

This policy, which will be included by reference in campus contracts, applies to Carroll officials, administrators, faculty, staff and students and to external individuals and groups seeking to conduct activities on Carroll's campus.

Permitted Activities: Carroll College encourages and invites vigorous, non-partisan, unbiased and open political discussions on campus. For example, voter education activities, including presentation of public forums and handing out voter education guides, are permitted as long as these activities are conducted in a non-partisan manner. Activities intended to encourage people to participate in the electoral process, such as voter registration and get-out-the-vote drives, are welcome on campus as long as these activities are conducted in a non-partisan manner.

Special Rules for Candidate and Partisan Activities: Partisan political activities to promote political campaigns in an election year are discouraged on campus. No candidate, party, political action committee (PAC) or group supporting a public referendum/initiative can be favored in the planning and execution of campus events. Any candidate and campaign presence on campus must be conducted in public/common areas (not residence halls) and must explicitly post a statement at the event and in all public relations materials, programs and advertisements that the college does not endorse political candidates, parties, PACs, specific groups supporting or opposing a public referendum/initiative, or a particular referendum/initiative itself. Fundraising and petition-signing opportunities are not allowed during candidate/campaign appearances on campus. Those serving in public office and those seeking public office as political candidates may be invited to appear on campus in a non-candidate capacity (e.g., to participate in a class or gather comments from the campus community in a non-partisan manner), provided that no campaigning, petition signing, election discussion or fundraising is done at the event, a non-partisan atmosphere is maintained, and no Carroll endorsement is expressly or impliedly conveyed by the appearance.

Prohibited Activities:

1. Fundraising or petition-signing for or against a single candidate, political party, PAC, group supporting a public referendum/initiative, or particular referendum/initiative on campus grounds or with the use of campus facilities, resources or personnel (officials, administrators, faculty, staff and student-workers) during their official work hours. Campus resources include, but are not limited to, funds, phones, computers, photocopiers, fax machines, office space, conference and class rooms, letterhead/seal/logo/wordmark, campus mail and

email, the college's website and social media sites, mailing lists and computer databases.

2. Using college-provided facilities and resources to support or oppose a political candidate, party, PAC, group supporting or opposing a public referendum/initiative, or particular referendum/initiative.
3. Doing anything to make people think that the college endorses or opposes a candidate, party, PAC, group supporting a public referendum/initiative, or particular referendum/initiative.
4. Posting partisan political information, endorsements or statements of opposition (including hyperlinks) on Carroll's website or official social media sites (including Carroll's YouTube, Facebook, Twitter, etc., accounts).

Rule of Reasonableness: All activities and events on campus must be conducted in a reasonable time, place and manner, avoiding disruption of the college or any nuisance. Determination of reasonableness and other evaluation is within the decisionmaking authority of the College.

Special note for Carroll officials, administrators, faculty and staff: In making oral or written public statements and appearances (including but not limited to speeches, op-ed pieces in the media and public appearances at events), Carroll officials, administrators, faculty and staff must appear in their individual capacities and cannot support or oppose a candidate, political party, PAC, group supporting or opposing a public referendum/initiative, or particular referendum/initiative where there is risk that the statements or appearances would be perceived as the position of the college. This policy does not restrict a faculty or staff member from participating at a political event, such as a debate, merely in the capacity as a neutral moderator, question poser or journalist or as a member of the audience. To the greatest extent possible, Carroll officials, administrators, faculty and staff making statements in the media or at events to support or oppose a candidate, political party, PAC, group supporting or opposing a public referendum/initiative, or particular referendum/initiative shall not allow themselves to be identified (by self or others) with their Carroll job title or indicate they are affiliated with the college or are appearing in their official capacity at the college. To the greatest extent possible, Carroll officials, administrators, faculty and staff should avoid using their job title or affiliation with Carroll to promote or encourage fundraising for or against political candidates, political parties, PACs, groups supporting or opposing a public referendum/initiative, or particular referendums/initiatives. To the greatest extent possible, if a faculty or staff member is listed as a supporter of a political campaign, party, PAC, group supporting or opposing a referendum/initiative, or particular referendum/initiative, it should be without mention of institutional affiliation, or with a disclaimer indicating that their actions and statements are their own and not those of Carroll. If a Carroll official, administrator, faculty or staff member or student is running for political office, no campaign activities should be conducted on campus, and the candidate should avoid the appearance of a Carroll endorsement of their candidacy.

