

3356-7-25 Political activities of employees.

Responsible Division/Office: Human Resources
Responsible Officer: VP for Legal Affairs and Human Resources
Revision History: October 1998; December 2010; September 2016;
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Board Committee: University Affairs
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- (A) Policy statement. Youngstown state university (university) employees are encouraged to fully and freely exercise their constitutional right to vote, as well as express their personal opinions regarding political candidates, issues, local, state and national programs, initiatives and referendums. However, as employees of a public tax exempt institution there may be restrictions on exercising these rights, as delineated in this policy and applicable laws and regulations. The university itself does not participate in any campaign for public office.
- (B) Purpose. To provide guidelines to university employees for participation in political activities.
- (C) Scope. This policy applies solely to individual university employee conduct.
- (D) Definition. For purposes of this policy, political activity is defined as activity directed toward the success or failure of a political party or candidate for partisan political office.
- (E) Parameters.
 - (1) University employees are free to express political opinions; however, such expression cannot imply official university endorsement, sanction, or action.
 - (2) Employees shall not place political activity stickers, banners, flyers, or literature on university bulletin boards, in and on university buildings, or on any university property. Refer to rule

3356-4-17 of the Administrative Code and/or university policy
3356-4-17, "Posting on campus."

- (3) No university letterhead or insignia shall be used in any political activity.
 - (4) Employees shall not use any university work time, facilities, email, faxes, copiers, support services, resources, equipment, or services for political activity.
 - (5) University employees may in their capacity as private citizens and outside of their university work time and duties express opinion on matters of political, social, or other public concerns, provided that the expressed opinions do not suggest university endorsement.
- (F) Professional/administrative staff. Faculty and professional/administrative staff may run for or hold an elective office or serve in an appointed office insofar as the process of attaining and holding such office does not infringe upon fulfillment of responsibilities as employees of the university or is prohibited by federal or state statute. Employees should contact the office of human resources for information on running for or holding public office.
- (G) Classified employees. Section 124.57 of the Revised Code prohibits classified employees from engaging in certain political activities, including soliciting or receiving political contributions for any political party, for any candidate for public office, or from any officer of employee in the classified service of the state. Classified employees are also prohibited from participating in certain partisan activities as set forth in rule 123:1-46-02 of the Administrative Code. These partisan activities include but are not limited to:
- (1) Candidacy for public office in a partisan election.
 - (2) Candidacy for public office in a nonpartisan general election if the nomination to candidacy was obtained in a partisan primary or through the circulation of nominating petitions identified with a political party.
 - (3) Circulation of official nominating petitions for any candidate participating in a partisan election.

- (4) Service in an elected or appointed office in any partisan political organization.
 - (5) Acceptance of a party-sponsored appointment to any office normally filled by partisan elections.
 - (6) Campaigning by writing for publications, by distributing political material, or by writing or making speeches on behalf of a candidate for partisan elective office when such activities are directed toward party success.
 - (7) Participation in a political action committee which supports partisan activity.
- (H) Policy violations. Concerns regarding violations of this policy must be forwarded to the chief human resources officer. The chief human resources officer, or designee, will coordinate a review of the concern with the appropriate supervisor and, if necessary, the office of the university general counsel. Policy violations may result in discipline up to and including termination in accordance with applicable disciplinary policies and collective bargaining agreements.