



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Date: September 30, 2008

To: All Staff

From: Ben Lastimado, Vice Chancellor, Human Resources & Labor Relations
Dana Quittner, Associate Vice Chancellor, Intergovernmental Relations
Economic Development and Public Information

Subject: Election Season Guidelines

It's election time. The following information is submitted for the guidance of all District staff. California law (Ed. Code § 7504) and Grossmont-Cuyamaca Community College District policy (BP 7370) prohibit the use of District funds, services, supplies, or equipment to support or oppose a candidate or ballot measure.

Section 7504 prohibits the use of any District equipment such as copiers, fax machines, telephones, and computers (including email) to urge a vote for or against any ballot proposition or candidate. Violation of Section 7504 may be prosecuted as a criminal offense.

In response to a recent question about signage in faculty offices, the following guidance has been received: A political advocacy sign in any district facility, including staff office windows, such as a window sticker or poster advocating for or against a candidate, is improper if it can be seen from outside the office. While historically faculty members have posted political cartoons and other political materials inside their offices, viewing is limited to those who enter the office and it is readily apparent that the opinion expressed is that of the faculty member. A poster or other signage placed in the window, seen by all who pass by, constitutes use of the facilities for a type of campaigning.

Finally, political fundraising during working hours is also prohibited by the Education Code. Employees may engage in soliciting funds for political campaigns during nonworking time, which would include time before and after an employee's assigned work hours and during the lunch hour and breaks.