



POLICIES & PROCEDURES

Title: Engagement in Political Activity

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Department: Human Resources

Policy

Delta Community College adheres to the LCTCS policy on Engagement in Political Activity (policy # 6.019).

Delta Community College fully supports every citizen's constitutional right to exercise freedom of expression, as outlined within the Louisiana and Federal Constitutions, inclusive of the freedom of political expression or association, as well as those afforded to certain employees pursuant to La. R.S. 23:961. Each situation should be evaluated on its own merits, facts and circumstances and with consideration as to whether previous requests have been approved or denied relative to that employee or to other employees similarly situated.

However, recognizing that Delta is a public educational agency of the State of Louisiana, we must maintain sufficient educational independence to work with all statewide and district-wide elected officials of the State and all agencies of the State, without consideration of political affiliation, to provide educational programs and services for all Louisiana citizens, regardless of the ethnicity, gender, or religious or political affiliation of those citizens. Thus, the Board has determined that certain political activity by employees of Delta may be construed as conflicting with the educational independence of Delta and thereby impairing the efficient operation of Delta and Delta's employees' ability to provide efficient delivery of educational programs and services.

1. Guidelines

Political Activity is defined as the following:

- Payment or promise of payment of any assessment, subscription, or contribution for any political party, faction, or candidate.
- Taking active part in the management of affairs of a political party, faction, candidate, or any political campaign.
- Filming, taping, and participating in promotional announcements (i.e., television or radio ads) in support of any political party, faction, or candidate

- Lobbying.
- Seeking and/or holding political office.

To preserve an appropriate standard of educational independence, the Board adopts the following ethical standards of conduct with respect to political activity by its employees:

Classified Employees

Article 10, Section 9 of the Louisiana State Constitution, Civil Service Rules 14.1 (e), (f), and (g) and Civil Service General Circular No. 1449 govern the permissible and prohibited political activities of all classified state employees.

Unclassified Employees

No teaching or professional staff member or administrative officer of educational institutions under the management and supervision of Delta shall be prohibited from exercising their freedom of political expression or association; provided that, no such employee or officer shall act or express him/herself in any manner which suggests that Delta has taken a position in support of any candidate or political party placed before the electors of the State. Further, no employee or officer of Delta shall identify him/herself as an employee or officer of Delta when expressing his/her opinion with respect to any candidate or political party placed before the electors of the State.

On-Premises Activity

The placement of leaflets, cards, placards, etc, in support of a candidate or political party, on Delta's campus, by an employee of Delta, is prohibited.

Seeking and/or Holding Public Office

Should an LCTCS employee, who is otherwise eligible, see and/or hold public office, subject to any limitations set forth in the Louisiana Code of Governmental Ethics (La. R.S. 42:1101, et seq.) and/or laws related to Dual Officeholding and Dual Employment (La. R.S. 42:61, et seq.), the following conditions shall apply:

- 1) All conditions of the LCTCS System Policy on Outside Employment of LCTCS employees must be met.
- 2) An employee is required to notify the institutional Chancellor of the said employee's intention to seek and hold public office prior to the date of qualification.
- 3) The employee is required to continue his/her normal workload, including his/her teaching duties, and to maintain all other duties and office hours required by the LCTCS institution, during the period of campaigning for and while holding public office.

If the employee is unable to meet condition (3) above, annual leave or leave without pay may be requested for the appropriate period of time, in accordance with the leave rules and policies of the LCTCS. Additionally, said employee shall not, in any way, suggest or indicate that he/she is a spokesperson for or on behalf of the affected institution or the LCTCS.

Existing Public Office Holders

The provisions of Paragraph B (1) of this policy, regarding Delta's Policy On Outside Employment, shall not apply to any employee in the College who holds public office on the effective date of the adoption of this policy.

2. Procedures

Unclassified Employees

Should an employee, who is otherwise eligible, seek and/or hold public office, the following conditions shall apply:

- 1) All conditions of the Delta Community College on outside employment of employees must be met.
- 2) An employee is required to notify the Chancellor of the employee's intention to seek and hold public office prior to the date of qualification.
- 3) The employee is required to continue working a normal workload, including teaching and all other duties and office hours required by the college.

If the employee is unable to meet condition (3) above, annual leave or leave without pay may be requested for the appropriate period of time, in accordance with the leave rules of Delta Community College. Additionally, such employee should not, in any way, suggest or indicate that he/she is a spokesperson for the College.

Classified Employees

Civil Service Rules 14.1 and Civil Service General Circular No. 1449 govern the permissible and prohibited political activities of all classified state employees. (See Appendix C).