

ARTICLE XII: SOLICITATIONS
Section 1. Guidelines for Solicitations

Policy 1.1: Political Contributions Solicitation
Issued: April 1, 2001

Chicago State University is an institution of Higher Education created, funded and governed by the Illinois Legislature. As such, soliciting support or money for any political party or candidate on University property, owned or leased, is prohibited.

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Policy 1.2: Union Solicitation Guidelines
Issued: June 1, 2001

The following guidelines are issued by Chicago State University to inform employees, non-employee union representatives, and other interested persons of the conditions applicable to union solicitation on University property.

1. Definitions:
 - a. Union Solicitation - Union Solicitation is any communication by or on behalf of a labor organization seeking recognition as the exclusive representative of employees.
 - b. Non-work Areas - Non-work areas are limited to parking lots, sidewalks, and public forums on the campus.
 - c. Non-work Time - Non-work time is limited to periods of time before and after the employee's daily work schedule as well as lunch periods and rest breaks during an employee's daily work schedule.

2. Conditions:
 - a. Employees may conduct union solicitation only when both the employee who is soliciting and the employee who is being solicited are on non-work time.
 - b. Non-employee union representatives may conduct union solicitation only in non-work areas and only when the employee being solicited is on non-work time.
 - c. Employees and non-employee union representatives may distribute union literature only in non-work areas and only during non-work time for any employee distributing or receiving such literature.
 - d. Posting of union literature shall be permitted on University bulletin boards normally accessible to employees and used for the posting of employee information in accordance with University policies concerning the use of such bulletin boards and provided that such union literature is not defamatory.

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Policy 1.2: Union Solicitation Guidelines
(Continued)

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- e. Non-employee union representatives who enter the campus for the purpose of union solicitation or literature distribution must notify the Human Resources Office of their presence on campus.
- f. Union solicitation and literature distribution must be conducted at a time and place and in a manner which does not obstruct pedestrian or vehicular traffic, cause littering, or otherwise interfere with University operations. Permission to conduct union solicitation and literature distribution may be denied by an authorized person when the distribution interferes with University operations.
- g. Union solicitation and literature distribution by employees covered by a collective bargaining agreement shall be governed by the terms of that agreement.