

The University of North Texas at Dallas Policy Manual	Chapter 5.000
5.008 Political Activity	Human Resources

Policy Statement. The University of North Texas at Dallas recognizes an employee’s right to participate in political activities providing these activities do not conflict with the execution of his or her duties and responsibilities, create a conflict of interest, or interfere with operation of the University.

Application of Policy. This policy applies to all employees.

Procedures and Responsibilities.

1. **Political Activities.** Employees may participate in political activities as long as these activities:

- 1.01 are not conducted at work;
- 1.02 do not involve the use of University of North Texas System or UNT Dallas facilities and resources, including computers, telephones, copiers, printers, supplies, letterhead stationery, office supplies, paper, internet, or mail delivery;
- 1.03 do not use official authority or influence or permit the use of a program administered by the University to interfere with or affect the result of an election or nomination of a candidate or to achieve any other political purpose;
- 1.04 do not use appropriated money to employ, as a regular full-time or part-time or contract employee, a person who is required by the Texas Government Code to register as a lobbyist;
- 1.05 do not use or authorize the expenditure of appropriated money to pay, on behalf of the University, membership dues to an organization that pays part or all of the salary of a person who is required by the Texas Government Code to register as a lobbyist;
- 1.06 do not use or authorize the expenditure of appropriated money to pay lobbying expenses; and
- 1.07 do not involve the attempt to coerce other employees or students to participate in or support the political activity.

Responsible Party: Employees

2. Political Office.

- 2.01. Non-Elective Office. An employee may hold a non-elective public office with a board, commission, or other state, political subdivision, or federal entity if the holding of such office benefits the State of Texas or is required by state or federal law. The holding of such office must not conflict with the employee's duties with the University.
- 2.02. Elective Office. An employee may serve as a member of the governing body of a school district, city, town, or other local governmental district if the employee receives no salary for serving as a member of the governing body and such a position does not conflict with the employee's duties with the University. No campaign activities may be conducted during official business hours.

Responsible Party: Employees

3. Political Contributions. Except as otherwise restricted by state law, employees may make personal contributions to candidates for office and political organizations.

Responsible Party: Employees

References and Cross-references:

Texas Education Code § 51.935

Texas Government Code § 556

Texas Government Code § 305

Texas Penal Code § 42.04

University of North Texas System Board of Regents Rule 05.701

Approved: 8/30/2010

Effective: 9/1/2010

Revised: