

Guidelines for Political Activities for Students, Faculty, and Staff

Introduction

Loyola University Chicago encourages all students, faculty and staff to be politically active, supporting the candidates and causes of their choice. Political activity is an important expression of citizenship, and the exploration of opposing points of view on matters of public policy is an important and vital learning opportunity.

As a tax-exempt, charitable institution, however, Loyola University Chicago is subject to the rules and regulations of the Internal Revenue Code which prohibit the University from participating or intervening in any political campaign or in any partisan political activity. Federal Election Commission regulations also place additional limitations on political activity at educational institutions.

Political Candidates and Campaigns

All Students, faculty and staff of Loyola University Chicago are free to express their individual and collective political views, provided that they both understand and make clear that they are not speaking for or in the name of Loyola University Chicago. Endorsement of a particular candidate by a registered student organization is not permissible. Neither Loyola's name nor logo may appear on any material used or intended for support of a particular candidate or campaign. This same prohibition applies to the name and logo of any University entity, including registered student organizations.

Any appearance of a candidate for political office must be for an educational or informational talk. The event should not be conducted as a campaign rally, and the moderator should make it clear that neither the sponsoring University entity nor the University supports or opposes the candidate(s).

All such public appearances sponsored by student organizations must be coordinated by the Office of the Vice President for Student Development, all such public appearances sponsored by faculty must be coordinated by the Provost's Office, and all such public appearances sponsored by staff must be coordinated by the Vice President for Administrative Services. Those offices are charged with ensuring that equivalent opportunities to appear on campus are extended to all viable candidates running for that public office.

Campaign solicitations and campaign fundraising activities are not allowed on University property. This prohibition extends to the posting or transmission of campaign related materials over the internet. Funds for political candidates or campaigns may not under any circumstances be solicited in the name of Loyola University Chicago or on Loyola's campuses. Loyola students, faculty, and staff may make personal contributions to the candidate(s) of their choice.

Use of University Facilities and Resources

Loyola University Chicago facilities and resources may not be used by or on behalf of an outside organization or individual whose purpose is to further the cause of a particular candidate or political party. For example, a meeting on campus with an organizer for a particular candidate that is focused upon recruiting students as campaign workers for that candidate would be prohibited. However, the same organizer speaking on campus about what it is like to work in the political arena would be deemed primarily educational in nature and allowable.

No University communication systems, including but not limited to phone, internet, e-mail, and campus mail may be used in support or opposition to a

particular political candidate. No University funds may be used to support any politically partisan activity, including services or materials.

Related Policies

All activities and events which meet the above criteria are also subject to all policies and regulations applicable to hosting speakers, scheduling events, posting materials, and all other related event logistics.

For More Information

For a comprehensive review of the relevant IRS guidelines regarding the limits imposed upon charitable not-for-profits with respect to political activities, please refer to:

<http://www.irs.gov/pub/irs-tege/rr2007-41.pdf>.