

**GUIDELINES FOR POLITICAL AND CAMPAIGN ACTIVITY
BUCKNELL UNIVERSITY**

Effective 9/20/2004

BACKGROUND:

Bucknell University is a private non-profit educational institution governed by Section 501(c)(3) of the Internal Revenue Code, which prohibits “participation in, or intervention in (including the publishing or distributing of statements), any political campaign on behalf of (or in opposition to) any candidate for public office.” Within that restriction, Bucknell University provides an academic environment which encourages free expression and civic discourse in order to enrich and invigorate the educational experience for all members of the campus community. In order to insure compliance with the restrictions on political activity, Bucknell University has traditionally enforced a policy which insures compliance with the strictest interpretation of the Internal Revenue Code.

Requests to re-examine that policy have been forthcoming and advanced by President Mitchell. As a result of those re-examinations and after review by the President’s Staff, the President has approved a one-year trial period during which the policy will still require strict compliance with IRS regulations for those incidents of political activity which relate to **university sponsorship or resources** but will be less restrictive of those incidents of political activity which are sponsored by recognized **student groups**. The policy will be reviewed at the end of the academic year to determine the need for revision, continuation or termination.

POLICY:

Students, Faculty and Staff:

Administrative officers, faculty, students and staff of the University are free to express their individual and collective political views provided they understand and make clear they are not speaking for or in the name of Bucknell University.

Neither the University name nor that of any University entity, supported in part or whole by University funds, nor University insignia may appear on stationery or any other material used or intended for partisan political purposes.

University facilities or resources (including mail distribution services and mailing lists; facsimile, duplicating or photocopying services; communications infrastructure) may not be used by or on behalf of an outside organization or outside individual whose purpose is to further the cause of a candidate or political party. To the extent such services are available for purchase by non-Bucknell customers, they may be purchased at the

prevailing rates by candidates or parties. No University office should be used as a return mailing address for partisan political mailings.

Funds or contributions for political candidates may not, under any circumstances, be solicited in the name of Bucknell University or on Bucknell's campus, and University resources may not be used in soliciting such funds.

University Sponsored Political Forums or Debates:

The Internal Revenue Code permits tax-exempt organizations to sponsor political forums or debates provided they are sufficiently non-partisan in nature and are conducted for the purpose of educating voters. Where recognized University organizations sponsor and/or University facilities are used to hold political forums or debates, the following guidelines apply:

1. The agenda for the forum or debate should address a wide range of issues and be of significant interest to members of the University community.
2. A non-partisan individual should serve as moderator and ensure that all ground rules are followed.
3. The moderator should state, at the beginning and the conclusion of the program, that the views expressed by the participants are their own and not those of the University, and that sponsorship of the forum is not intended as an endorsement of any particular candidate.
4. Participants should be allotted equal time in which to present their views and ideas. Selection criteria for participation should be non-partisan.
5. Political forums or debates need not include every group, party, or individual seeking election.
6. Requests for space for such forums or debates should be made sufficiently timely to allow a meaningful invitation to all prospective participants.

Candidates and Campaigning:

An appearance of a candidate for public office on campus must be for an educational or informational talk to the University community and must be sponsored by a recognized University organization. All such organizations must secure approval at least two weeks in advance, through the Office of Reservations, Information and Conferences Services and the Office of the General Counsel. Such appearances shall be limited to speeches, question-and-answer sessions or similar communications in an academic setting and are not to be conducted as campaign rallies or events. Media coverage may not be directly controlled by the candidate or party or any other organization not affiliated with the University.

University Sponsored Events:

University-sponsored invitations and allowances to individual candidates will be rarely approved. The same criteria for invitation and speaking shall be imposed serially as set forth above, including the necessity to allow all approved candidates a similar invitation.

Student Organizations:

University-related or recognized student organizations may use available University space for speeches by political candidates, subject to approval by the Office of Reservations, Information and Conference Services (and subordinate to educational use of the facility or facilities), provided that such organizations pay the normal costs, if any, for such use (including any increased security costs necessitated by the invitation). Ticket sales may not be sold nor may admission be charged. Any such usage will require that all announcements and advertisements of the appearance clearly indicate:

- That the University does not support or oppose candidates for public office;
- That the opinions expressed are not those of the University;
- The sponsoring organization.

Such announcement shall also be made at the beginning and end of the appearance.

Non-university Organizations:

Organizations without affiliation with the University are ineligible to use University space to host partisan political activities.