

# STOCKTON UNIVERSITY



## POLICY

### Employees Who Are Candidates for Public Office

Policy Administrator: Chief Officer for Diversity and Inclusion

Authority: N.J.A.C. 19:61-5.9

Effective Date: December 4, 1975; May 30, 2009; August 10, 2010; February 16, 2011;  
October 8, 2020; February 24, 2021

Index Cross-References:

Policy File Number: VI-11.4

Approved By: Board of Trustees

Stockton University's Chief Officer for Diversity and Inclusion serves as the University's Ethics Liaison Officer.

#### I. POLICY:

- A. Any employee who plans to qualify and run for a public office should notify the University's Ethics Liaison Officer and their Divisional Executive in writing ten days prior to qualifying for public office. This notification allows for the Divisional Executive and the Ethics Liaison Officer to screen for conflicts of interest. The employee is not required to identify their political party when giving such notification.
- B. If an employee's State position is federally funded, there may be prohibitions against their candidacy for certain elected offices. Prior to registering as a candidate the employee must contact the Hatch Act Unit of the U.S. Office of Special Counsel at (800) 854-2824 for a determination.
- C. State employees are prohibited from serving as campaign treasurers due to the reporting and representation requirements of that position. Service in any other campaign position that requires filing reports with, or representation before, a State agency is also prohibited.
- D. State time, resources and materials may not be used for political activity.

Before qualifying for a public office, University employees should review their plans as a potential candidate with the employee's Divisional Executive to determine if the requirements for conducting the campaign or the requirements of the position, if elected, will interfere with the employee's duties. If such a determination is made, the employee should either resign from employment or request a leave of absence without pay for such period of time as is determined by the employee's Divisional Executive to be in the best interest of the University.

Review History:

	Date
Policy Administrator	07/17/2020
Divisional Executive	08/21/2020
General Counsel	08/24/2020
Cabinet	10/08/2020
President	10/08/2020
Board of Trustees	02/24/2021