

## **POLICY ON RELATIONS WITH EMPLOYEE UNION ORGANIZATIONS**

Employees have the right, under Section 202 of the Taylor Law, to form, join and participate in, or to refrain from forming, joining or participating in, any employee organization of their own choosing. Employee organizations have the derivative right to undertake to persuade public employees to engage in organizational activities, including the signing of authorization cards and election petitions.

The College's position is one of neutrality during organizational campaigns, pre-election periods and the election process. Management/confidential employees will not use their official positions to help or hinder employee organizational campaigns or activities, nor will management/confidential employees permit employees under their supervision to use their official position to help or hinder such activities.

**Organizational Requests for Use of College Facilities for Union Meetings<sup>1</sup>:**

The approval of the Office of Legal Affairs is required for the use of any College facility for organizing purposes by any union, any group of employees wishing to organize or any union presently representing College employees. Such requests must be made at least one week in advance. The College General Counsel, at his/her sole discretion, may withhold approval where meetings are not scheduled within the time period during which an incumbent organization's representation status is subject to challenge under Section 208 of the Taylor Law.

**Organizational Activities by College Employees:**

Discussions between and among employees concerning organizational activities, the solicitation of organizational support, and the distribution of membership and authorization cards and organization literature during non-working hours and non-working areas, such as lounges, are permissible provided these activities do not, in the opinion of the Office of Legal Affairs, inhibit the movement of people or vehicles, impair the safe and efficient conduct of the College's operation, nor interfere with work-rel

The College inter- and intra-agency office mail, e-mail, messengers, copiers, fax machines, telephones or any other electronic equipment or supplies will not be used for the distribution or duplication of organizational materials.

**Procedure During Municipal Union Election:**

When a union is conducting elections for Executive Officers, candidates have the right to use union designated bulletin boards to post campaign literature. Campaign literature will not be allowed on other than union designated bulletin boards. Any campaign literature that has been posted in other than the designated places, (i.e., office walls and buildings) must be removed and, in addition, employees posting such literature may be subject to disciplinary action.

Candidates have the right to enter College property and meet with College employees during non-work hours in non-work areas. Therefore, candidates can meet with College employees during coffee breaks, meal breaks and after working hours. Candidates must meet in areas such as public lobbies, lunch areas, or other non-work areas. Candidates will not be permitted to interfere with employees when such employees are performing their jobs and conducting their duties.

Non-bargaining unit employees must not take a position with regard to the candidates. Management's function during elections is simply to remain neutral and follow the guidelines set forth in the policy.

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Board of Trustees  
Adopted 8/20/09