Appendix S-14

Scottsdale Community College

Procedure for Petition Signature Solicitation

1. Administrative Regulation 2.4.8 regulation governs access to college premises by representatives who wish to solicit signatures on petitions for the purpose of submission of a ballot proposition to voters, or nomination of a candidate for elective office, in a city-, county-, or state-wide election. This regulation governs all other non-political petition signature solicitation as well.

2. Each college president shall designate general hours of accessibility for solicitation and a location on college premises where all representatives on behalf of any candidate or ballot proposition may solicit signatures. The location shall be in a common area where the solicitation will not serve as an obstruction to student activities or otherwise disrupt the college environment.

3. All solicitation must take place in designated areas. Standard space may include one (1) or two (2) tables and chairs. Campus restrictions regarding amplification will apply. Representatives may not distribute or make available to students, employees, or college visitors any tangible item, except for informational literature about the proposed candidate or ballot initiative.

4. Representatives shall notify the designated official at each college or center for their intent to be present on college premises no fewer than three (3) working days prior to soliciting signatures. Upon obtaining authorization, representatives shall be provided a written version of this regulation. (MCCCD Administrative Regulation 2.4.8)

For more information go to: https://district.maricopa.edu/stewardship/maricopa-governance/maricopa-governance

Specific College Procedures

1. Low-impact solicitation means tables or chairs are not being sought. Pre-approval is unnecessary if Representatives are not requesting tables or chairs. If Representatives want tables or chairs, Representatives would need to reserve the tables or chairs via Therese Tendick, the Director for Civic & Global Engagement. Therese can be contacted through email at therese.tendick@scottsdalecc.edu or by phone at (480) 423-6722.

2. If pre-approval is required (meaning tables and chairs are being sought), prior notice must be provided to the Director for Civic & Global Engagement no fewer than three (3) days before soliciting signatures. Representatives must provide company name, supervisor and contact information, and may also be asked to provide pertinent information for which signatures are being sought. Representatives will receive a copy of the Petition Signature Solicitation Administrative Regulation (AR 2.4.8) and provide his/her signature at time of check-in to demonstrate agreement to abide by this regulation.

3. Representatives are welcome on campus during normal business hours (Monday-Thursday: 8AM-6PM, Friday: 10AM-5PM). No petition signature solicitors will be welcome on campus during the first and last week of classes.

4. Representatives are required to limit their solicitation to outdoor areas, unless invited inside by faculty to solicit inside a classroom. Representatives will not in any way stop the flow of traffic, approach students or employees or disrupt the college environment. Students and employees may approach the representatives on their own accord.

5. Representatives may place banners or signs on the table to encourage interest. Banners and signs may not be adhered to any surface.

Failure to comply with MCCCD policies and administrative regulations could result in the termination of petition signature solicitation privileges on any or all college campuses. If you have any questions about MCCCD policies and administrative regulations, contact the Office of Public Stewardship at (480) 731-8880 or visit https://district.maricopa.edu/stewardship/maricopa-governance/maricopa-governance. The MCCCD is an EEO/AA institution.