Solicitation on Campus

A. Solicitation for the benefit of the College by members of its staff shall be made only with the consent of the President or his/her designated representative.

B. To prevent disruptions to the College academic environment and inconvenience to employees, students, and customers the following applies to verbal solicitation and the distribution of literature:

1. Solicitation is not permitted during the work time of any employee. Work time does not include break periods and meal times. The distribution of literature is not permitted in areas where work is performed nor during the work time of any employee. Work areas include: all areas of West Shore Community College’s premises excluding break areas, cafeteria, restrooms, and parking lot.

2. Off-duty employees are not to disrupt their fellow employees during their work time. Non-employees are prohibited from soliciting and distributing literature to employees on College premises or from disrupting employees in their work.