## 5.07 Voting

All College employees are encouraged to exercise their voting rights at all national, state, and local elections. Work schedules will normally permit adequate time for employees to exercise their voting rights, either before or after normal working hours, or during the employee's lunch hour. When this is not possible, employees may be excused from regular duties for up to two hours with pay. More than two hours will be allowed if necessary, but the employee will need to utilize their vacation time.