

6Hx19-5.42 MAIL SERVICE

The purpose of this Board Rule is to establish Board policy relating to mail service for the College.

The College will provide courier mail service daily between each campus. The courier will transport only items of mail or correspondence that relate directly to the operations of the College, and this service will not be used for personal business.

Outgoing mail service is an operating expense of the College. Postage paid for by College funds shall be for College business only. Misuse of mail service may be grounds for dismissal and/or repayment of funds.

Rule Adopted: 9/15/75; 11/19/79; 9/13/82; 1/20/98; ■03/09/09

Effective Date: 10/16/75; 11/19/79; 9/13/82; 1/20/98; ■03/09/09

Reviewed:

President's Administrative Leadership Team – Non-Substantive/Editorial: 11/05/18

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65

Other References:

Law Implemented: Florida Statutes: 1001.65(1)(2)(4)(5)(18); 1001.65(1)(3)(24)

Proposer: Timothy L. Beard, President

■ President's Cabinet Approval – Non-Substantive/Editorial