

# Collection of Money - IRFM

## Removed From Faculty Manual

### Faculty Manual Part VI Section IB

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#### B. Collection of Money

No individual or department of the university may collect any money without being authorized to do so by the business office, and reports of all such collections, when authorized, shall be made on forms provided by the business office. All money collected shall be turned in to the business office promptly for deposit. All disbursements are to be made by check drawn by the business office. The foregoing regulation by the board of trustees applies to university funds and does not apply to civic and charitable fund campaigns. Collections of funds for special instructional materials, such as magazines, should be made by a designated student and not a faculty member.

Deleted as per Faculty Senate Resolution 11-47.  
Approved by the Faculty Senate: March 29, 2011  
Approved by the Chancellor: May 5, 2011