

POLICIES AND PROCEDURES

Subject: Fundraising and Soliciting Reference: E-XXII

Source: President Eff. Date: September 11, 2006

Approval Auth.: President Approval: _____

Remarks: Replaces previous policy dated February 9, 2001.

Date: September 11, 2006

1. All fund raising for the benefit of and under the auspices of McLennan Community College must be related to the purpose of the institution.
2. All efforts other than soliciting by campus groups/organizations within the college to raise funds from non-governmental private sources will be coordinated by the McLennan Community College Foundation Office.
3. Fund raising initiatives should be aligned with the college's annual planning and evaluation process. The Executive Director of the Foundation will review fund raising activities with the President to ensure that Foundation initiatives match college priorities.
4. Soliciting by employees or individuals or groups from off-campus for any reason--personal, business, or charity--shall not be permitted unless approval is obtained from the college president or Director of Community Relations. Any activity that involves soliciting by campus groups/organizations must be approved Vice President of Student Services or designee.