

Board Policies

ADMINISTRATIVE AFFAIRS

135.00 SOLICITING BY VENDORS AND AGENTS

Vendors or other agents desiring to canvass College employees or students within College buildings or on grounds on which College classes are conducted; regardless of the nature, objectives, and motives of such solicitations, must have written permission granted by the Chief Financial Officer. Approved vendors will be provided a visible form of identification that must be returned promptly.

1. This policy shall be posted in conspicuous places for information of the vendors, students, and employees.
2. Reports of any problems concerning this type of soliciting shall be made to the Vice President for Finance and Administration/Chief Business (Finance) Officer.

Adopted August 4, 1969
Revised July 19, 1971
Reviewed July 11, 1989
Revised June 19, 2000
Revised July 21, 2003
Revised March 27, 2020