



OFFICE OF THE PRESIDENT

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March 23, 2006

CHANCELLORS

Dear Colleagues:

Policy on the Use of Independent Contractors by University Extension

The enclosed Policy on the Use of Independent Contractors by University Extension is effective March 1, 2006. It supersedes the Policy on the same subject dated April 4, 2000.

The Policy has been revised to comply with state requirements that have already been incorporated into Business and Finance Bulletin BUS-43, Materiel Management, Part 7: Employee-Vendor Relationships. The state requirements limit the ability of the University to contract with its own employees for the provision of goods and services.

In accordance with state law, the revised Policy stipulates that all University employees who provide temporary teaching services to University Extension must be retained as employees with respect to the furnishing of such services.

Questions concerning the Policy should be directed to the Vice President--Financial Management.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Dynes'.

Robert C. Dynes

[Enclosure](#)

cc: Members, President's Cabinet
Vice President Broome
Associate Vice President Boyette
Assistant Vice President Switkes
University Extension Council of Deans
University Policy Coordinator Capell
Principal Officers of The Regents