

CHAPTER 14  
THE UNIVERSITY OF NORTHERN IOWA  
ORGANIZATION AND GENERAL RULES  
[Prior to 4/20/88, Regents, Board of[720]]

**681—14.1(262) Organization.**

**14.1(1) *Statement of university mission.*** The University of Northern Iowa at Cedar Falls is recognized as having a mission of sufficient scope to enable it to be a distinguished arts and sciences university with an outstanding teacher education program. It provides leadership in the development of programs for the preservice and in-service preparation of teachers and other educational personnel for schools, colleges, and universities. The institution offers undergraduate and graduate programs and degrees in the liberal and practical arts and sciences, including selected areas of technology. It offers preprofessional programs and conducts research and extension programs to strengthen the educational, social, cultural, and economic development of Iowa and the larger community. Evolution from a state college to a university entailed a broadening of offerings, development of more specialized undergraduate and graduate programs, and greater emphasis on research and public professional services.

It is imperative that the quality of the university's instruction be maintained and enhanced through increasingly strong emphasis on: (1) general or liberal education as the most essential ingredient for the undergraduate student, (2) the central importance and complementary relationship of teaching and research, (3) enrichment of instruction through extensive clinical, laboratory and field experiences, and independent study, and (4) development of the life of the university community itself as an effective educational force. In order to serve students of all ages and to be responsive to their needs and preferences and to the needs of society, it is imperative that the university offer a variety of programs in such areas as liberal arts, business, social work, and technology. It will offer no major programs in agriculture, architecture, dentistry, engineering, forestry, hospital administration, law, pharmacy, medicine, or veterinary medicine.

In the area of teacher preparation the university must remain at the forefront of developments in the field of education and be prepared to offer instruction in new areas required by society. Furthermore, UNI should be more than merely responsive to changing needs and interests of its students and society. It must provide leadership in educational innovations, programs, and research.

Future programs will be determined by the continuing study of existing programs and of developing needs. Programs will be curtailed or eliminated when the assessment of need and resources indicates that resources could better be devoted to other programs. The university approaches the addition of new programs with considerable caution. Generally, new programs are fashioned out of existing programs in response to developing needs. However, if the university is to remain vital, it must consider at the appropriate time the development of some new programs that fall within its general mission and meet the new needs of students and of society.

**14.1(2) *Officers.*** The university has three statutory officers: president, secretary, and treasurer. The president is the chief administrative officer of the university and has such authority and duties as have been delegated by the board of regents.

The president has nominated and the board of regents has appointed three vice presidents. The vice president and provost is acting president in the president's absence and is the chief academic officer of the university, having general administrative responsibility, under the president, for the educational program of the university. The vice president for student services is responsible for the administration of all student services. The vice president for administrative services serves as the chief fiscal officer of the university.

A detailed listing of the university units is shown on the organizational chart contained in the policies and procedures manual of the university.

**14.1(3) *Operation.*** In order to fulfill the academic mission of the university the following academic units have been established: school of business, college of education, graduate college, college of humanities and fine arts, college of natural sciences, and college of social and behavioral sciences.

The dean of each college is its chief administrative officer and the director of the school of business is the chief administrative officer of the school. Academic departments function within the organizational structure of colleges and the school of business. The executive officer of a department is the head, who is the chief administrative officer of an academic department.

**14.1(4) *Policies and procedures manual.*** The policies and procedures manual contains the policies and procedures governing the internal academic and administrative operations of the university. It is available for public inspection in the university library, the office of public information services, and in the office of the state board of regents.

**681—14.2(262) General rules.**

**14.2(1)** Sales persons or agents for any product, proposition, or cause are prohibited from soliciting employees or students in any building or part of the university property, except with the permission of the vice president for administration and finance in the case of employees, or the vice president for educational and student services in the case of the students.

**14.2(2)** Permission is granted in limited cases by the vice president for administration and finance for the solicitation of employees by charitable organizations under all of the following circumstances:

*a.* The charitable organization presents documentation of its tax-exempt status as provided in Section 501(C)(3) of the Internal Revenue Code.

*b.* The solicitation is conducted through the university's campus mail system or once a year through an on-campus coordinated campaign of all eligible organizations meeting the conditions and giving written notice to the university of the desire to participate at least 120 days prior to the campaign period.

*c.* The organization may be expected to pay the administrative and out-of-pocket costs associated with using the university campus mail system or other university facilities.

*d.* The solicitation by any one charitable organization may occur once in any calendar year and must not interfere with normal operations.

*e.* No solicitation using the university's facilities may occur except as described above; however, any eligible charitable organization may arrange to conduct information sessions at which no solicitation occurs, at times and places and in a manner the university deems reasonable.

*f.* Any eligible charitable organization acting pursuant to the authority of this rule may also make use of the payroll deduction system described in Iowa Code sections 70A.14 and 70A.15, if qualified under the terms of those provisions.

This rule is intended to implement Iowa Code sections 70A.14, 70A.15, and 262.9.

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