

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 is a comprehensive public university with the mission to provide the state and region with the highest quality undergraduate education, as well as professional, graduate, and continuing education programs. Along with being a distinguished arts and sciences university, it maintains outstanding professional programs in areas such as education and business. It provides leadership in the preservice and in-service preparation of teachers, administrators and other educational personnel for schools, colleges, and universities. It offers programs and conducts research and community outreach programs to strengthen the educational, social, cultural, and economic development of Iowa and the larger community.

**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 four vice presidents. The provost and executive vice president 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 affairs is responsible for the administration of all student services. The vice president for finance and operations 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 directory of the university.

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

The dean of each college or unit is its chief administrative officer. Academic departments function within the organizational structure of colleges. 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.*** The university policies and procedures govern the internal academic and administrative operations of the university. The policies and procedures are available for public inspection on the university website.

[ARC 9962B, IAB 1/11/12, effective 2/15/12; ARC 5951C, IAB 10/6/21, effective 11/10/21]

**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 finance and operations in the case of employees or the vice president for student affairs in the case of the students.

**14.2(2)** Permission is granted in limited cases by the vice president for finance and operations 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.

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These rules are intended to implement Iowa Code sections 70A.14, 70A.15, and 262.9.

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