



**3344-16-13 Provision and use of university postage.**

The administration shall provide postage for faculty members to mail materials related to scholarly or instructional activities or university business. Faculty members shall not use university postage to mail materials of a personal nature.

**Policy Name:** Provision and use of university postage.  
**Policy Number:** 3344-16-13  
**Board Approved:** 3/25/2014  
**Effective:** 4/20/2014  
**Replaces:** New  
**Prior effective dates:** N/A