

SUN AREA TECHNICAL INSTITUTE

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: GIFTS

ADOPTED: April 18, 2002

REVISED:

322. GIFTS	
1. Purpose	The Joint Operating Committee considers the acceptance of gifts by administrative staff members an undesirable practice.
2. Authority	It is the policy of the Joint Operating Committee that administrators not accept gifts unless such are gifts to the center.
3. Delegation of Responsibility	The Administrative Director may approve acts of generosity to individual administrative staff members in unusual situations, but shall report such instances to the Joint Operating Committee on a timely basis.