

January 26, 2006

MEMORANDUM

TO: John A. Delaney
President

FROM: Carol C. Thompson, Chair
UNF Board of Trustees

SUBJECT: Delegation of Authority to Collect, Charge off and Settle
Delinquent Accounts

Section 1001.72(1), Florida Statutes, designates the University of North Florida Board of Trustees as a public body corporate “with all of the powers of a body corporate including the power . . . to sue and be sued, and to plead and be impleaded in all courts of law or equity.”

Section 1010.03, Florida Statutes, requires the university boards of trustees to:

1. Exert every effort to collect delinquent accounts;
2. Charge off or settle accounts as may prove uncollectible;
and
3. Employ the services of a collection agency when deemed advisable in collecting delinquent accounts.

With this delegation, the UNF Board of Trustees authorizes the President or designee to take such above actions regarding delinquent accounts as necessary and appropriate in the circumstances and in the best interests of the University.

The President will annually report the status of accounts receivable charge offs to the Board. The charge off of an account in excess of \$10,000 will require the prior approval of the Board.

Thank you for agreeing to accept this responsibility.