

NOTICE OF PROPOSED RULEMAKING

NAME OF AGENCY: University of Florida

RULE TITLE:

Finance and Administration; Registration and Student Fees

Finance and Administration; Direct Deposit Program

Finance and Administration; University Support Personnel System

Predetermination and Arbitration Appeal Procedures for Employees with Permanent Status

Finance and Administration; Construction; Procedures for Payment under Unbonded Construction Projects

RULE NO.:

6C1-3.037

6C1-3.0422

6C1-3.045

6C1-3.075

PURPOSE AND EFFECT: **6C1-3.037:** To amend and clarify existing policy and procedures on fees for sponsored institutes. **6C1-3.0422:** The rule provides direct deposit program requirements for employees. **6C1-3.045:** The amendments to the rule clarify existing policy and procedures on USPS arbitration appeals. **6C1-3.075:** To provide procedures for payment under unbonded construction projects in order to provide a remedy for parties furnishing labor and materials for the project.

SUMMARY: **6C1-3.037:** Tuition and material and supply fees for participants in sponsored institutes and programs may be waived if substantially all the direct costs are paid by the external sponsoring agency and other conditions are met. **6C1-3.0422:** The rule provides direct deposit program requirements for employees. All employees except work study students are required to participate. Employees have thirty days from the date of their first paycheck to set up an account at a financial institution and submit a State of Florida Direct Deposit Authorization Form. A procedure for requesting an exemption for an employee who can demonstrate a hardship or can demonstrate inability to establish an account is provided. **6C1-3.045:** The amendments to the rule clarify existing policy and procedures on USPS arbitration appeals, including decisions that may be appealed. **6C1-3.075:** The rule provides procedures for payment under unbonded construction projects. The contractor must post notice on the project site, and parties furnishing labor and/or materials should give written notice by certified mail to the University within twenty days. The University will retain ten percent of the amount of each pay request submitted by the contractor. A laborer, materialmen, or subcontractor making a claim on the retainage must give notice to the University within twenty days of providing materials or in the case of payment default by the contractor no later than thirty days after substantial completion of the project.

SUMMARY OF STATEMENT OF ESTIMATED REGULATORY COST: No statement of estimated regulatory costs has been prepared. Any person who wishes to provide information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative must do so in writing within 21 days of this notice.

SPECIFIC AUTHORITY:

6C1-3.037: 1001.74(4), F.S.
6C1-3.0422: 1001.74(4), F.S.
6C1-3.045: 1001.74(4), 1012.92(1), (3), F.S.
6C1-3.075: 1001.74(4), F.S.

LAW IMPLEMENTED:

6C1-3.037: 1001.74(11), 1009.24, 1009.26, F.S.
6C1-3.0422: 110.113, 1001.74(19), F.S.
6C1-3.045: 1001.74(19), 1012.92, F.S.
6C1-3.075: 255.05, 1013.47, 1013.50, F.S.

IF REQUESTED BY 5:00 P.M. WITHIN 21 DAYS OF THE DATE OF THIS NOTICE, A HEARING WILL BE HELD AT THE TIME, DATE AND PLACE SHOWN BELOW (IF NOT REQUESTED, THIS HEARING WILL NOT BE HELD):

TIME AND DATE: November 24, 2003 at 10:30 a.m.

PLACE: J. Wayne Reitz Union, Room 363

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Mrs. Karon S. Grabel, Clerk of the University, 123 Tigert Hall, University of Florida, Gainesville, Florida 32611.

NAME OF PERSON ORIGINATING PROPOSED RULE: Stuart Hoskins, Associate Controller; Larry Ellis, Director, Division of Human Resources; Carol Walker, Director, Facilities Planning and Construction

NAME OF SUPERVISOR OR PERSON WHO APPROVED THE PROPOSED RULE: Ed Poppell, Vice President for Finance and Administration

DATE PROPOSED RULE APPROVED BY AGENCY HEAD: December 5, 2003

DATE NOTICE OF PROPOSED RULE DEVELOPMENT PUBLISHED IN THE GAINESVILLE SUN: September 26, 2003