

ADMINISTRATIVE RULES

Title: PAYROLL DEDUCTIONS	Identification: 6HX-10-6.11
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	Effective Date: 08/24/16
Authority: FS 1001.64; 1001.65	Signature/Approval: Dr. Ken Atwater

PURPOSE

This administrative rule establishes College policy regarding payroll deductions at Hillsborough Community College (HCC).

RULE

In addition to the required governmental payroll deductions, Hillsborough Community College may provide employees with voluntary payroll deductions for organizations and agencies with authorization by the Vice President for Administration/Chief Financial Officer and the Executive Director of Human Resources.

The voluntary payroll deductions, which may include but shall not be limited to health and disability insurance, tax sheltered annuities and contributions to the Hillsborough Community College Foundation, Inc., must be approved in writing by an employee, unless the employee has made an online donation/payroll deduction request.

The President will develop and implement an administrative procedure covering required and voluntary payroll deductions.

History:

Adopted: 9/21/71; Revised: 12/18/74; 2/21/90 ; 5/17/06 ; formerly: 6HX-10-5.101
