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Policy Name

1.1110 Official University Time

Purpose and Scope

This policy defines how to establish a common way to determine the official time for Alvernia University ("AU").

Responsibilities

Title or Role	Definition and What They are Responsible For
Office of the President	Maintains and enforces this policy. Receives exceptions to the policy.
Senior Leadership Team	Serves as final approval for policy and assists with reviewing exceptions to the policy.

Policy

The official time for the University will be the time indicated on the Alvernia computer system as displayed on Alvernia issued computers. University.

Exceptions to Policy

There are no exceptions to this policy.

Policy Review

The Office of the President policies should be reviewed on a 5-year cycle and updated when institutional needs or goals change.

Approved versions of this policy will be posted on the Alvernia University Portal.

References and Related Policies

This section contains any other policies, 3rd party standards, or guidelines referenced by this policy.

References

N/A

Related Policies

N/A

Exhibits

This section contains any forms or exhibits referenced by this policy.

Document Review Log

Date Reviewed		Description of Changes
		Initial Draft
3/14/2024		SLT Approval