



LEGAL SERVICES POLICY

Approved By:	Senior Management Team
Date of Last Revision:	March 3, 2015
Responsible Office/Department:	Division of Legal, Compliance & Risk Management

Policy Statement

Pursuant to Chapter 2, Section D of the Administrative Manual approved by the Board of Trustees, the President has designated that legal services be coordinated through one administrative office, the Division of Legal, Compliance and Risk Management. All legal services for Grand Valley State University shall be provided through the Division of Legal, Compliance & Risk Management, either by its legal staff, by outside counsel retained by this Division or both. All requests for legal services on behalf of the University must be directed to this Division. The Division of Legal, Compliance and Risk Management provides legal counsel and assistance exclusively to Grand Valley State University representatives regarding University matters.

Personal legal advice or representation with regard to a personal matter should be privately retained and paid for by other than University funds.