

# 1 **Legal Counsel**

2 Effective: Moved to Policy Library from UPM 2.5(7)

3 Contact: [Office of General Counsel](#)

## 4 **Introduction**

5 This policy provides clarification for use of legal counsel services.

## 6 **Policy Statement**

7 The Office of General Counsel provides advice and legal services to the University and its various  
8 units. Because of restrictions on retention of private counsel, units must notify the General Counsel  
9 of the desire to retain such services.

10 The Office of the Iowa Attorney General, or counsel approved by the Attorney General and the State  
11 Executive Council, provide representation when litigation involves the University or its employees in  
12 their official capacity.

13 Persons receiving notice of legal action affecting the University must immediately notify the Office of  
14 General Counsel and forward a copy of such notice to that office.

15 The Office of General Counsel does not provide personal legal advice to employees or students.  
16 Students may be referred to Student Legal Services.

## 17 **Resources**

### 18 **Links**

- 19 • [Office of General Counsel](#)